

DATE:

TO: ESU #1 Board of Directors

FROM: Bill Heimann, Administrator

RE: Tuesday, November 8, 2022 Board Meeting

There will be a meeting of the ESU #1 Board of Directors, on Tuesday, November 8, 2022, at 5:30 PM in the

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

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

- A. Notification of Open Meetings Law
- B. Roll Call*
- C. Consent Agenda*
 - C.1. Previous Minutes (copy attached)
 - C.2. Financial Reports*
 - C.2.a. Revenue Report/Treasurer's Report
 - C.2.b. Cash Summary/Expenditure Report
 - C.3. Bills for November
 - C.4. Administrator's Monthly Report
 - C.4.a. Facility Projects
 - C.4.b. Teaching and Learning Team Training
 - C.4.c. ESU 17 External Accreditation Review
 - C.4.d. ESU 1 & 8 Collaborative Meeting
 - C.4.e. AESA Conference
- D. Public Comment
- E. Educator's Health Alliance
- F. Employee Appreciation*
- G. Administrator Evaluation Process
- H. Personnel*
 - H.1. Consider, discuss, and take necessary action on employee contracts and personnel changes.
 - H.1.a. Resignation(s)
 - H.1.b. New Hire(s)*
 - H.1.c. Contract Change(s)
 - H.1.d. Termination(s)
- I. Adjournment

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

*Action Items

Nebraska Open Meetings Act

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

84-1408. Declaration of intent; meetings open to public. It is hereby declared to be the policy of this state that the formation of public policy is public business and may not be conducted in secret. Every meeting of a public body shall be open to the public in order that citizens may exercise their democratic privilege of attending and speaking at meetings of public bodies, except as otherwise provided by the Constitution of Nebraska, federal statutes, and the Open Meetings Act.

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

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

(b) Public body does not include (i) subcommittees of such bodies unless a quorum of the public body attends a subcommittee meeting or unless such subcommittees are holding hearings, making policy, or taking formal action on behalf of their parent body, except that all meetings of any subcommittee established under section 81-15,175 are subject to the Open Meetings Act, 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 13TH STREET, SUITE 1400, LINCOLN, NE 68508
(402) 476-9200
jgessford@perrylawfirm.com
rschultze@perrylawfirm.com
gperry@perrylawfirm.com



Nebraska Council
of School Administrators

455 South 11th Street, Suite A
Lincoln, NE 68508
(402) 476-8055
ncsa.org

**ESU #1 Board Meeting
Tuesday, October 11, 2022**

A meeting of the ESU #1 Board of Directors convened in open and public session on Tuesday, October 11, 2022, at 5:30 PM, at ESU #1. **Present:** Jim Gunsolley, Traci Haglund, Tucker Hight, AJ Johnson, Duane Krusemark, Sally Reinert, Helen Sorensen, Susan Strahm, Josh Weber, **Absent:** Paul Hans, Shannon Johnson.

Notice of the meeting was given in advance by publication and/or posting, as shown below, in accordance with the Board approved method for giving notice of meetings. Notice of this meeting was given in advance to all members of the Board of Directors. The Recording Secretary maintains a list of news media requesting notification of meetings and advance notification to the listed media of the time and place of the meeting and the subjects to be discussed at this meeting was provided. Availability of the agenda was communicated in the publicized notice and current copy of the Agenda was maintained as stated in the publicized notice. All proceedings of the Board of Directors, except as may be hereinafter noted, were taken while the convened meeting was open to the attendance of the public.

A. Notification of Open Meetings Law

At the beginning of the meeting, President AJ Johnson announced and informed the public that a current copy of the Open Meetings Act is available at the meeting site and included electronically in the E-Meeting agenda.

B. Roll Call*

Motion by Sally Reinert, seconded by Jim Gunsolley, to excuse the absence of members: Paul Hans and Shannon Johnson. After discussion and on roll call vote, the Board voted as follows:

Motion Carried:

Paul Hans: Absent, Shannon Johnson: Absent, Jim Gunsolley: For, Traci Haglund: For, Tucker Hight: For, AJ Johnson: For, Duane Krusemark: For, Sally Reinert: For, Helen Sorensen: For, Susan Strahm: For, Josh Weber: For
For: 9, Against: 0, Absent: 2

C. Consent Agenda*

Motion by Traci Haglund, seconded by Susan Strahm, to approve all items on the consent agenda as provided; September 13 Minutes, September Financial Reports, October bills of \$1,050,002.20, and the Administrator's report. After discussion and on roll call vote, the Board voted as follows:

Motion Carried:

Paul Hans: Absent, Shannon Johnson: Absent, Jim Gunsolley: For, Traci Haglund: For, Tucker Hight: For, AJ Johnson: For, Duane Krusemark: For, Sally Reinert: For, Helen Sorensen: For, Susan Strahm: For, Josh Weber: For
For: 9, Against: 0, Absent: 2

C.1. Previous Minutes (copy attached)

C.2. Financial Reports*

C.2.a. Revenue Report/Treasurer's Report

C.2.b. Cash Summary/Expenditure Report

C.3. Bills for October

C.4. Administrator's Monthly Report

C.4.a. School Accountability Rating

The ESU #1 Professional Services team is reviewing the data provided by NDE that provides school ratings and connecting with those that are identified as needing additional support.

C.4.b. Early Learning Connection Partnership Meeting

ESU #1 hosted an ELC Partnership meeting and examined data that identified developmental delays in children ages 3-5 that are likely attributed (in part) to the pandemic.

C.4.c. Cyber Security

ESU #1 Technology Director is part of a team that are creating a process to help schools be more prepared for cyber security.

C.4.d. Clifton Strengths Training

ESU #1 conducted a Clifton Strengths training for our new employees, as well as our LEAD as 1.

D. Public Comment

E. ESU #1 Annual Report*

Motion by Sally Reinert, seconded by Duane Krusemark, to approve the ESU #1 annual report as presented for the 2021-22 school year. After discussion and on roll call vote, the Board voted as follows:

Motion Carried:

Paul Hans: Absent, Shannon Johnson: Absent, Jim Gunsolley: For, Traci Haglund: For, Tucker Hight: For, AJ Johnson: For, Duane Krusemark: For, Sally Reinert: For, Helen Sorensen: For, Susan Strahm: For, Josh Weber: For

For: 9, Against: 0, Absent: 2

F. ESUCC Cooperative Purchasing Program

Administrator Heimann shared a summary of purchases and savings through the Nebraska ESUCC Cooperative Purchasing program for 2021-22.

G. Educational Service Unit Coordinating Council Bold Steps

Administrator Heimann informed the Board that the ESUCC has redesigned our areas of statewide focus.

H. Nebraska Association of School Boards State Conference

Administrator Heimann shared information about the Nebraska Association of School Boards State Conference.

I. ESU #1 Construction Project

Administrator Heimann shared an update about the construction project.

J. Employee Retention

Administrator Heimann and the Board had a discussion about employee appreciation.

K. November 2022 Board Meeting*

Motion by Josh Weber, seconded by Tucker Hight, to hold the November and December board meetings via Zoom. After discussion and on roll call vote, the Board voted as

follows:

Motion Carried:

Paul Hans: Absent, Shannon Johnson: Absent, Jim Gunsolley: For, Traci Haglund: For, Tucker Hight: For, AJ Johnson: For, Duane Krusemark: For, Sally Reinert: For, Helen Sorensen: For, Susan Strahm: For, Josh Weber: For
For: 9, Against: 0, Absent: 2

L. Personnel*

L.1. Consider, discuss, and take necessary action on employee contracts and personnel changes.

L.1.a. Resignation(s)

L.1.b. New Hire(s)

L.1.c. Contract Change(s)

L.1.d. Termination(s)

M. Adjournment

As there were no additional Agenda items to discuss, President AJ Johnson declared the meeting adjourned at 6:22 p.m.

Brittney Hampl, Recording Secretary

Helen Sorensen, Board Secretary

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 13TH STREET, SUITE 1400, LINCOLN, NE 68508
(402) 476-9200
jgessford@perrylawfirm.com
rschultze@perrylawfirm.com
gperry@perrylawfirm.com



Nebraska Council
of School Administrators

455 South 11th Street, Suite A
Lincoln, NE 68508
(402) 476-8055
ncsa.org

**ESU #1 Board Meeting
Tuesday, September 13, 2022**

A meeting of the ESU #1 Board of Directors convened in open and public session on Tuesday, September 13, 2022, at 5:30 PM, at ESU #1. **Present:** Jim Gunsolley, Paul Hans, Tucker Hight, AJ Johnson, Sally Reinert, Helen Sorensen, Susan Strahm, Josh Weber, **Absent:** Traci Haglund, Shannon Johnson, Duane Krusemark.

Notice of the meeting was given in advance by publication and/or posting, as shown below, in accordance with the Board approved method for giving notice of meetings. Notice of this meeting was given in advance to all members of the Board of Directors. The Recording Secretary maintains a list of news media requesting notification of meetings and advance notification to the listed media of the time and place of the meeting and the subjects to be discussed at this meeting was provided. Availability of the agenda was communicated in the publicized notice and current copy of the Agenda was maintained as stated in the publicized notice. All proceedings of the Board of Directors, except as may be hereinafter noted, were taken while the convened meeting was open to the attendance of the public.

Published and/or Posted Locations:

- Wayne Herald (Thursday before meeting date)
- Central Office Front Door (Friday before meeting date)
- Sparq (Friday before meeting date)

A. Notification of Open Meetings Law

At the beginning of the meeting, President AJ Johnson announced and informed the public that a current copy of the Open Meetings Act is available at the meeting site and included electronically in the E-Meeting agenda.

B. Roll Call*

Motion by Sally Reinert, seconded by Jim Gunsolley, to excuse the absence of members: Traci Haglund, Shannon Johnson and Duane Krusemark. After discussion and on roll call vote, the Board voted as follows:

Motion Carried:

Traci Haglund: Absent, Shannon Johnson: Absent, Duane Krusemark: Absent, Jim Gunsolley: For, Paul Hans: For, Tucker Hight: For, AJ Johnson: For, Sally Reinert: For, Helen Sorensen: For, Susan Strahm: For, Josh Weber: For
For: 8, Against: 0, Absent: 3

C. Consent Agenda*

Motion by Tucker Hight, seconded by Susan Strahm, to approve all items on the consent agenda as provided; August 9 Minutes, August Financial Reports, September bills of \$1,269,899.53, and the Administrator's report. After discussion and on roll call vote, the Board voted as follows:

Motion Carried:

Traci Haglund: Absent, Shannon Johnson: Absent, Duane Krusemark: Absent, Jim Gunsolley: For, Paul Hans: For, Tucker Hight: For, AJ Johnson: For, Sally Reinert: For, Helen Sorensen: For, Susan Strahm: For, Josh Weber: For
For: 8, Against: 0, Absent: 3

C.1. Previous Minutes (copy attached)

C.2. Financial Reports*

C.2.a. Revenue Report/Treasurer's Report

C.2.b. Cash Summary/Expenditure Report

C.3. Bills for September

C.4. Administrator's Monthly Report

C.4.a. NASB State Conference November 16-18

Administrator Heimann informed the Board that the Nebraska Association of School Board's State Education Conference is November 16-18 in Omaha.

C.4.b. ESU1 All - Staff Day

Administrator Heimann shared the positive survey results from All Staff Day.

C.4.c. Superintendent and Principal Meeting

Administrator Heimann provided a recap from the Superintendent & Principal Meeting held in August.

C.4.d. State Innovative Software Funds

ESUCC is partnering with the NDE to provide funds to pay subscription costs for ProofPoint, a cyber security software.

D. Public Comment

E. Central Office Remodel Project*

Motion by Josh Weber, seconded by Tucker Hight, to approve the remodel concept for the Wakefield office and authorize the administrator to take necessary action to enter into a contract with Carlson-West-Povondra Architects to renovate the central office facility. After discussion and on roll call vote, the Board voted as follows:

Motion Carried:

Traci Haglund: Absent, Shannon Johnson: Absent, Duane Krusemark: Absent, Jim Gunsolley: For, Paul Hans: For, Tucker Hight: For, AJ Johnson: For, Sally Reinert: For, Helen Sorensen: For, Susan Strahm: For, Josh Weber: For
For: 8, Against: 0, Absent: 3

F. Approve 2022-2023 Budget*

Motion by Sally Reinert, seconded by Jim Gunsolley, to approve the 2022-23 budget as published and presented. After discussion and on roll call vote, the Board voted as follows:

Motion Carried:

Traci Haglund: Absent, Shannon Johnson: Absent, Duane Krusemark: Absent, Jim Gunsolley: For, Paul Hans: For, Tucker Hight: For, AJ Johnson: For, Sally Reinert: For, Helen Sorensen: For, Susan Strahm: For, Josh Weber: For
For: 8, Against: 0, Absent: 3

G. Property Tax Request*

**RESOLUTION SETTING THE PROPERTY TAX REQUEST
RESOLUTION NO. _____**

WHEREAS, Nebraska Revised Statute 77-1632 provides that the Governing Body of ESU # One passes by a majority vote a resolution or ordinance setting the tax request; and

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

NOW, THEREFORE, the Governing Body of ESU # One resolves that:

1. The 2022-2023 property tax request be set at:

General Fund: \$ 1,784,637.68

Bond Fund: \$ -

2. The total assessed value of property differs from last year's total assessed value by 6.43 percent.

3. The tax rate which would levy the same amount of property taxes as last year, when multiplied by the new total assessed value of property would be 0.014094 per \$100 of assessed value.

4. ESU # One proposes to adopt a property tax request that will cause its tax rate to be 0.015 per \$100 of assessed value.

5. Based on the proposed property tax request and changes in other revenue, the total operating budget of ESU # One will increase (or decrease) last year's budget by 10.35 percent.

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

Motion by Jim Gunsolley, seconded by Tucker Hight, to adopt the Resolution Setting the ESU #1 Property Tax Request as presented and shown within. After discussion and on roll call vote, the Board voted as follows:

Motion Carried:

Traci Haglund: Absent, Shannon Johnson: Absent, Duane Krusemark: Absent, Jim Gunsolley: For, Paul Hans: For, Tucker Hight: For, AJ Johnson: For, Sally Reinert: For, Helen Sorensen: For, Susan Strahm: For, Josh Weber: For
For: 8, Against: 0, Absent: 3

H. Personnel*

H.1. Consider, discuss, and take necessary action on employee contracts and personnel changes.

H.1.a. Resignation(s)

H.1.b. New Hire(s)

H.1.c. Contract Change(s)

H.1.d. Termination(s)

I. Adjournment

As there were no additional Agenda items to discuss, President AJ Johnson declared the meeting adjourned at 6:00 p.m.

Brittney Hampl, Recording Secretary

Helen Sorensen, Board Secretary

Educational Service Unit One

September 2022 Treasurer's Report

Cycle: FY 2022-23; Fund Class: [All]; Fund Columns: 01; Account Expression: [All]; Include Element Value: Yes; Revenue Element:
Source; Expenditure Element: Func; Begin Date: 09/01/2022; End Date: 09/30/2022

Description	22-23	21-22	20-21
01100 - Taxes Levied or Assessed by the School District	\$361,077.04		
01115 - Carline Taxes	\$45.74		
01140 - Penalties and Interest on Taxes	\$217.09		
01380 - SPED Contracts EC	(\$3,751.50)		
01385 - SPED Contracts SA	\$4,194.24		
01510 - Interest on Investments	\$9,324.03		
01611 - Daily Sales?School Lunch Program	\$404.15		
01620 - Daily Sales?Non-reimbursable Programs	\$63.75		
01740 - Fees	\$559.25		
01905 - Internet Service Reimbursement from Districts	\$65,723.88		
01951 - Miscellaneous Revenue from Other School Districts Within the State	\$8,278.52		
01965 - Distance Education and Telecom Service	\$61,200.00		
01970 - Revenues From Other Departments in the Agency	\$20,000.00		
01990 - Miscellaneous Local Revenue	\$8,307.96		
03133 - Nameplate Capacity Tax	\$1,480.75		
03180 - Pro-Rate Motor Vehicle	\$0.11		
03540 - State Early Childhood	\$54,286.06		
03550 - State Core Services	\$32,820.06		
04524 - Other Federal Non-Categorical Receipts	\$1,000.00		
04530 - Other Federal Categorical Receipts	\$9,418.57		
Total Revenue	\$634,649.70	\$665,525.99	\$573,923.24
01200 - SPED - School Age	\$121,923.84		
01296 - ECSE	\$56,305.73		
02131 - SPED School Nurse	\$4,223.05		

02141 - Psychological Services SA	\$181,585.38		
02146 - Psych Below Age 5	\$5,312.78		
02151 - Speech Pathology and Audiology Services SA	\$163,337.47		
02156 - Below Age 5	\$29,498.56		
02161 - OT SA	\$25,218.59		
02166 - OT Below Age 5	\$14,681.35		
02171 - PT SA	\$7,827.62		
02176 - PT Below Age 5	\$11,661.62		
02181 - VI SA	\$14,235.52		
02186 - Vision Below Age 5	\$723.16		
02190 - Support Services?Student - Other	\$4,201.57		
02211 - School Improvement	\$1,012.69		
02213 - Instructional Staff Training	\$63,166.39		
02223 - Audio-Visual Services	\$396.21		
02290 - Other Support Services?Instructional Staff	\$6,302.84		
02310 - Board of Education	\$446.76		
02320 - Executive Administration	\$21,714.76		
02510 - Fiscal Services	\$30,641.52		
02530 - Printing, Publishing, and Duplicating Services	\$678.53		
02570 - Personnel Services	\$392.50		
02580 - Administrative Technology Service	\$45,280.71		
02590 - Central Services - Other	\$10,233.69		
02610 - Operation of Buildings	\$4,242.70		
02620 - Maintenance of Buildings	\$4,700.00		
02630 - Care and Upkeep of Grounds	\$1,448.63		
02792 - Other Student Transportation Services - School Age SPED	\$423.72		
02900 - Other Support Services	\$3,549.77		
03100 - Food Services Operations	\$12.75		
03540 - State Early Childhood	\$21,783.64		
06415 - Federal Services - IDEA Special Projects	\$25,682.88		
06418 - Federal Services - IDEA Part B PEAK	\$7,011.57		
06800 - Federal Services - Federal Nutrition Programs	\$480.00		
06915 - Federal Services - Title I, Part C ESSA	\$59,710.30		

06990 - Federal Services - Other Federal Categorical Receipts	\$24,833.20		
Total Expenditure	\$974,882.00	\$1,004,707.67	\$899,786.82
Excess (deficiency) of revenues and other financing sources over expenditures and other financing uses	(\$340,232.30)	(\$339,181.68)	(\$325,863.58)

Interest Rates:

BankFirst Now Acct	0.84%
BankFirst MMA Acct	0.84%
State NE Bank Now Acct	3.77%
Security Bank CD #1	0.21%
Security Bank CD #2	0.29%

Outstanding Checks GF \$232,295.42

Pledges: (Includes FDIC & Letters of Credit)

BankFirst Bank	\$5,150,000
Security Bank	\$2,175,000
State NE Bank	\$2,485,000
Total:	\$7,905,000

Stuart Clark, Ex-Officio Treasurer

000000ESU #1 RECONCILED ACCOUNT BALANCE SUMMARY

MONTH:	September 30, 2022					9/30/21	9/30/20
	Account	Bank Balance	O/S Checks & Fees	O/S Revenue	Ending Balance		
BANKFIRST							
MMA Acct	\$3,031,304.66	\$0.00	\$0.00	\$3,031,304.66	\$0.00	\$0.00	
NOW Acct	\$214,079.53	-\$212,834.57	-\$244.96	\$1,000.00	\$0.00	\$0.00	
Administrative	\$700.88	\$0.00	-\$148.38	\$552.50	\$0.00	\$0.00	
Unemployment	\$21,791.89	\$0.00	\$0.00	\$21,791.89	\$0.00	\$0.00	
Employee Flex Fund*	\$51,799.29	\$0.00	\$0.00	\$51,799.29	\$0.00	\$0.00	
BANKFIRST:	\$3,319,676.25	-\$212,834.57	-\$393.34	\$3,106,448.34	\$0.00	\$0.00	
	*Includes \$400 of General Fund Money						
SECURITY BANK:	\$2,128,332.18	\$0.00	\$0.00	\$2,128,332.18	\$0.00	\$2,106,452.20	
STATE NEBRASKA BANK:	\$2,277,498.25	\$0.00	\$0.00	\$2,277,498.25	\$0.00	\$2,222,564.09	
GRAND TOTAL	\$7,725,506.68	-\$212,834.57	-\$393.34	7,512,278.77	0.00	4,329,016.29	

O/S REVENUE NOTE:

* \$2,039.15 Voided Check

Educational Service Unit One

September 2022 Cash Summary Report

Fund	Description	Beginning Balance	Revenue	Expenditure	Other	Ending Balance	Encumbrances	Liabilities
01	GENERAL FUND	\$0.00	\$634,649.70	(\$974,882.00)	\$400.00	(\$339,832.30)	(\$150,732.40)	\$0.00
Sub Total		\$0.00	\$634,649.70	(\$974,882.00)	\$400.00	(\$339,832.30)	(\$150,732.40)	\$0.00

	Sep-22 Annual Budget	Sept Expenditures	Expenses YTD	Encumbrance (YTD)	Available (YTD)	% of Budget 2022	% of Budget 2021	% of Budget 2020
Grand Total	\$16,524,326.00	\$974,882.00	\$974,882.00	\$150,732.40	\$15,549,444.00	5.9%	6.7	6.4

Available
(\$490,564.70)
(\$490,564.70)

Educational Service Unit One

Check Report

Begin Date: 09/16/2022; End Date: 09/30/2022; Check Type: Accounts Payable and Payroll Liability; Payee: [All]; Bank: BANKFIRST; Accounting Cycle: FY 2022-23; Limit Results to This Cycle: Yes; Account Expression: [All]; Show Detail by Voucher: Yes; Created On: 10/7/2022 12:20:28 PM

Check Date	Check Number	Payee	Type	Amount
09/30/2022	5417	ESU #1 GENERAL FUND	Accounts Payable	\$21,500.00
Sub Total				\$21,500.00

Educational Service Unit One

October Check Report

Begin Date: 10/01/2022; End Date: 10/31/2022; Check Type: Accounts Payable and Payroll Liability; Payee: [All]; Bank: BANKFIRST; Accounting Cycle: FY 2022-23; Limit Results to This Cycle: Yes; Account Expression: [All]; Show Detail by Voucher: Yes; Created On: 10/7/2022 2:40:16 PM

Payee	Check	Check	Description	Type	Amount
ABAGAIL GUSTAD	10/14/2022		FUELREIMB 10/22	Accounts	\$38.24
ABAGAIL GUSTAD	10/14/2022		MILEAGE 10/22	Accounts	\$938.75
ABSOLUTE SCREENING	10/14/2022	5428	MEP RECRUITING	Accounts	\$435.00
ADAJ CORPORATION	10/14/2022	5429	APL CATERING	Accounts	\$124.50
ADAJ CORPORATION	10/14/2022	5429	MTSS REFRESHER	Accounts	\$60.00
ADAJ CORPORATION	10/14/2022	5429	SUPERINTENDENTS	Accounts	\$268.00
ALECIA A HEIMES	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
ALECIA A HEIMES	10/14/2022		MILEAGE 10/22	Accounts	\$62.50
ALFREDO HERNANDEZ	10/14/2022	5430	MILEAGE TO OMAHA	Accounts	\$106.25
ALISHA TECH	10/14/2022		MILEAGE 10/22	Accounts	\$25.00
ALISHA TECH	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
ALLISE FREE	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
AMAZON CAPITAL SERVICES	10/14/2022	5432	BUSINESS SUPPLIES	Accounts	\$166.16
AMAZON CAPITAL SERVICES	10/14/2022	5432	CLOCKS	Accounts	\$48.90
AMAZON CAPITAL SERVICES	10/14/2022	5432	ELC BOOKS	Accounts	\$467.51
AMAZON CAPITAL SERVICES	10/14/2022	5432	ELC SUPPLIES	Accounts	\$278.40
AMAZON CAPITAL SERVICES	10/14/2022	5432	ENVELOPES	Accounts	\$28.68
AMAZON CAPITAL SERVICES	10/14/2022	5432	LAMINATOR POUCH	Accounts	\$101.57
AMAZON CAPITAL SERVICES	10/14/2022	5432	MEP SUPPLIES	Accounts	\$126.32
AMAZON CAPITAL SERVICES	10/14/2022	5432	NAME BADGES	Accounts	\$40.12
AMAZON CAPITAL SERVICES	10/14/2022	5432	OFFICE SUPPLIES	Accounts	\$253.88
AMAZON CAPITAL SERVICES	10/14/2022	5432	PREK-2 SPECIALIST SUPPLIES	Accounts	\$44.47
AMAZON CAPITAL SERVICES	10/14/2022	5432	PRT BOOK	Accounts	(\$5.46)
AMAZON CAPITAL SERVICES	10/14/2022	5432	PRT BOOK CREDIT	Accounts	(\$5.47)
AMAZON CAPITAL SERVICES	10/14/2022	5432	PRT SUPPLIES	Accounts	\$117.98
AMAZON CAPITAL SERVICES	10/14/2022	5432	STEP LADDER	Accounts	\$38.24
AMAZON CAPITAL SERVICES	10/14/2022	5432	TOWER LABEL MAKER	Accounts	\$101.85
AMY MUNDIL	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
AMY MUNDIL	10/14/2022		MILEAGE 10/22	Accounts	\$85.63
ANDREA J. JANZEN	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
ANDREA J. JANZEN	10/14/2022		MILEAGE 10/22	Accounts	\$23.75
ANDREW CONTRERAS	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
ANDREW CONTRERAS	10/14/2022		MILEAGE 10/22	Accounts	\$181.13
ANGELA BILLHEIMER	10/14/2022	5433	FUELREIMB 10/22	Accounts	\$40.00
ANGELA MARIE HANSEN	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
ANGELA MARIE HANSEN	10/14/2022		MILEAGE 10/22	Accounts	\$244.38
ANGIE GUENTHER	10/14/2022		MILEAGE 10/22	Accounts	\$194.38

ANITA L MULLER	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
ANITA L MULLER	10/14/2022		MILEAGE 10/22	Accounts	\$205.00
ANNE MARIE RONHOVDE	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
ANNE MARIE RONHOVDE	10/14/2022		MILEAGE 10/22	Accounts	\$22.56
APL ASSOCIATES	10/14/2022	5434	OCTOBER 12 & 13	Accounts	\$7,000.00
APL ASSOCIATES	10/14/2022	5434	OCTOBER EXPENSESS	Accounts	\$1,792.89
APL ASSOCIATES	10/14/2022	5434	SEPT EXPENSES	Accounts	\$1,568.43
APL BOOK ACCOUNT	10/14/2022	5435	APL BOOKS	Accounts	\$1,765.00
APPLE COMPUTER INC	10/14/2022	5436	APPLE PENCILS	Accounts	\$534.00
APPLE COMPUTER INC	10/14/2022	5436	COMPUTER REPAIR	Accounts	\$99.00
APPLE COMPUTER INC	10/14/2022	5436	HEIMANN AIRPODS	Accounts	\$249.00
APPLE COMPUTER INC	10/14/2022	5436	LABOR CREDIT	Accounts	(\$136.00)
APPLE COMPUTER INC	10/14/2022	5436	MEP COMPUTER	Accounts	\$1,568.00
APPLE COMPUTER INC	10/14/2022	5436	MEP TECH SUPPLIES	Accounts	\$148.00
APPLE COMPUTER INC	10/14/2022	5436	PENCILS	Accounts	\$445.00
ARIANNE CONLEY	10/14/2022	5437	FUELREIMB 10/22	Accounts	\$40.00
ASHLEY LYNN KERKMAN	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
ASHLEY LYNN KERKMAN	10/14/2022		MILEAGE 10/22	Accounts	\$100.63
ASHLEY TAPPER	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
ASHLEY TAPPER	10/14/2022		MILEAGE 10/22	Accounts	\$47.50
BAYLOR ENTERPRISES INC	10/14/2022	5438	ONTO COLLEGE	Accounts	\$57,000.00
BE THINK, PLLC	10/14/2022	5439	SEPT SERVICES	Accounts	\$1,150.00
BECKY RIEKEN	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
BECKY RIEKEN	10/14/2022		MILEAGE 10/22	Accounts	\$273.19
BEVERLIN SAHAGUN	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
BEVERLIN SAHAGUN	10/14/2022		MILEAGE 10/22	Accounts	\$40.63
BILL R. HEIMANN	10/14/2022		CELLPHONE 10/22	Accounts	\$75.00
BILL R. HEIMANN	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
BILL R. HEIMANN	10/14/2022		MILEAGE 10/22	Accounts	\$543.75
BILLIE JO SITZMANN	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
BILLIE JO SITZMANN	10/14/2022		MILEAGE 10/22	Accounts	\$15.63
BLUE CROSS/BLUE SHIELD OF NEBRASKA	10/14/2022	5418	Health-125	Payroll Liability	\$24,780.75
BLUE CROSS/BLUE SHIELD OF NEBRASKA	10/14/2022	5418	Health-board	Payroll Liability	\$95,655.56
BLUE CROSS/BLUE SHIELD OF NEBRASKA	10/14/2022	5418	Health-ded	Payroll Liability	\$2,321.32
BLYTHE REINERT	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
BLYTHE REINERT	10/14/2022		MILEAGE 10/22	Accounts	\$146.25
BOBBI J HIGHTREE	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
BOBBI J HIGHTREE	10/14/2022		MILEAGE 10/22	Accounts	\$34.69
BOMGAARS SUPPLY INC	10/14/2022	5440	TOWER SUPPLIES	Accounts	\$13.58
BRANDY PRICE	10/14/2022		TRAINING	Accounts	\$510.00
BRITTNEY HAMPL	10/14/2022		EXPREIMB 10/22	Accounts	\$69.34
BRITTNEY HAMPL	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
BROOKE GEBERS	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
BROOKE GEBERS	10/14/2022		MILEAGE 10/22	Accounts	\$711.25

BROWNELL TALBOT	10/14/2022	5441	MOLLY MARTIN REFUND	Accounts	\$20.00
BUBBLES & BLOCKS CDC	10/14/2022	5442	KESLAR REFUND	Accounts	\$15.00
CANON FINANCIAL SERVICES INC	10/14/2022	5443	COPIER LEASE	Accounts	\$248.52
CAROL J. OLSON-CONRAD	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
CAROL J. OLSON-CONRAD	10/14/2022		MILEAGE 10/22	Accounts	\$13.75
CAROL JESSICA MCGUIRE	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
CAROL JESSICA MCGUIRE	10/14/2022		MILEAGE 10/22	Accounts	\$500.63
CASEY HURNER	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
CASEY HURNER	10/14/2022		MILEAGE 10/22	Accounts	\$412.50
CATHERINE ANNE SCHROEDER	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
CATHERINE ANNE SCHROEDER	10/14/2022		MILEAGE 10/22	Accounts	\$51.25
CENTURY LINK	10/14/2022	5444	TELECOMMUNICATIONS	Accounts	\$447.38
CHANTELLE R NELSEN	10/14/2022		CPI REIMB	Accounts	\$55.32
CHANTELLE R NELSEN	10/14/2022		EXPREIMB 10/22	Accounts	\$47.46
CHANTELLE R NELSEN	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
CHANTELLE R NELSEN	10/14/2022		MILEAGE 10/22	Accounts	\$148.26
CHASE CREDIT CARD	10/14/2022	5445	MEP SUPPLIES	Accounts	\$18.09
CHELSEA UMSCHIED	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
CHELSEA UMSCHIED	10/14/2022		MILEAGE 10/22	Accounts	\$216.44
CHERI LYNN MATTHEWS	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
CHERI LYNN MATTHEWS	10/14/2022		MILEAGE 10/22	Accounts	\$200.00
CHRISTINA RIVARD	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
CHRISTINA RIVARD	10/14/2022		MILEAGE 10/22	Accounts	\$71.88
CHRISTINE ANNE HANSON-HARDER	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
CHRISTINE ANNE HANSON-HARDER	10/14/2022		MILEAGE 10/22	Accounts	\$51.88
CITY OF WAKEFIELD	10/14/2022	5446	UTILITIES	Accounts	\$1,130.13
CITY OF WAYNE	10/14/2022	5447	UTILITIES	Accounts	\$892.27
CODY A SMITH	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
CONFERENCE TECHNOLOGIES INC	10/14/2022	5448	CONFERENCE ROOM TECH	Accounts	\$362.50
CORNERSTONE LLC	10/14/2022	5449	TOWER STORAGE	Accounts	\$65.00
CRISIS PREVENTION INSTITUTE	10/14/2022	5451	CPI WORKBOOKS	Accounts	\$368.91
CUBBYS INC	10/14/2022	5453	WORKSHOP SUPPLIES	Accounts	\$17.00
CULLIGAN	10/14/2022	5454	CENTRAL SALT	Accounts	\$117.90
CULLIGAN	10/14/2022	5454	TOWER SCHOOL	Accounts	\$91.92
CURTIS F & COLEEN R JEFFRIES	10/14/2022	5455	PRT ENVELOPES	Accounts	\$133.00
DARLA ALENE TJEERDSMA	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
DAS STATE ACCOUNTING	10/14/2022	5456	TELECOMMUNICATIONS	Accounts	\$10,953.98
DAWN MURPHY	10/14/2022		TRAINING 10/22	Accounts	\$850.00
DEREK LAHM	10/14/2022		EXPREIMB	Accounts	\$12.90
DEREK LAHM	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
DEREK LAHM	10/14/2022		MILEAGE 10/22	Accounts	\$538.13
DIXON COUNTY EXTENSION	10/14/2022	5457	TRAINING	Accounts	\$1,200.00
DOLGENCORP, LLC	10/14/2022	5458	WORKSHOP SUPPLIES	Accounts	\$12.50
DONNA KRAFT	10/14/2022	5459	ACT WRITING	Accounts	\$180.00

DONNA KRAFT	10/14/2022	5459	APL CATERING	Accounts	\$1,062.00
DONNA KRAFT	10/14/2022	5459	BOARD MTG	Accounts	\$135.00
DONNA KRAFT	10/14/2022	5459	CDA	Accounts	\$59.50
DONNA KRAFT	10/14/2022	5459	LEAD AS 1	Accounts	\$198.00
DONNA KRAFT	10/14/2022	5459	SPED STAFF DAY	Accounts	\$878.75
EARLY CHILDHOOD TRAINING CENTER	10/14/2022	5460	ORTIZ NE EARLY CHILDHOOD COACH TRAINING	Accounts Payable	\$50.00
EARLY CHILDHOOD TRAINING CENTER	10/14/2022	5460	ORTIZ PYRAMID COACH TRAINING	Accounts	\$20.00
EARLY CHILDHOOD TRAINING CENTER	10/14/2022	5460	PFEIL REGISTRATION	Accounts	\$45.00
EASY TIME CLOCK, LLC	10/14/2022	5461	time clock	Accounts	\$27.00
ECHO RUDLOFF	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
ECHO RUDLOFF	10/14/2022		MILEAGE 10/22	Accounts	\$1,022.25
EMILY GREEN	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
EMILY GREEN	10/14/2022		MILEAGE 10/22	Accounts	\$49.38
ERIKA FINK	10/14/2022		EXPREIMB 10/22	Accounts	\$80.26
ERIKA FINK	10/14/2022		MILEAGE 10/22	Accounts	\$497.50
ESU #1 ADMINISTRATIVE ACCOUNT	10/14/2022	5463	AUGUST TRANSFER	Accounts	\$445.00
ESU #1 ADMINISTRATIVE ACCOUNT	10/14/2022	5463	SEPT TRANSFER	Accounts	\$139.92
ESU #1 CAFETERIA PLAN ACCOUNT	10/14/2022	5419	Flex Bene-childcare	Payroll Liability	\$3,816.61
ESU #1 CAFETERIA PLAN ACCOUNT	10/14/2022	5419	Flex Benefit-medl	Payroll Liability	\$4,629.97
ESU #1 GENERAL FUND	10/14/2022	5464	ELC POSTAGE	Accounts	\$73.41
ESU #1 GENERAL FUND	10/14/2022	5464	MEP POSTAGE	Accounts	\$174.62
ESU #1 GENERAL FUND	10/14/2022	5464	NENCAP DUES	Accounts	\$1,000.00
ESU #16	10/14/2022	5465	ZOOM LICENSES	Accounts	\$6,278.00
ESU COORDINATING COUNCIL	10/14/2022	5466	SIMPL FEE	Accounts	\$1,322.94
FAIRFIELD INN	10/14/2022	5467	FINK HOTEL	Accounts	\$350.85
FAIRFIELD INN	10/14/2022	5467	FINK HOTEL ROOM	Accounts	\$350.85
FAIRFIELD INN	10/14/2022	5467	ORTIZ HOTEL	Accounts	\$192.00
FAIRFIELD INN	10/14/2022	5467	TLT HOTEL ROOMS	Accounts	\$903.00
FAITH REGIONAL PHYSICIANS SERVICES	10/14/2022	5468	MEP PHYSICAL	Accounts	\$100.00
FASTWYRE BROADBAND	10/14/2022	5470	TOWER INTERNET	Accounts	\$131.51
Federal Reserve KC	10/14/2022	EFT	Direct Deposit	Payroll Liability	\$430,000.35
GEORGE R HEFNER	10/14/2022	5471	LABOR CREDIT	Accounts	\$136.00
GEORGE R HEFNER	10/14/2022	5471	SEPT SERVICES	Accounts	\$262.60
GRACE BENNETT	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
GRANT MILLER	10/14/2022	5472	TOWER CONSTRUCTION	Accounts	\$2,365.00
HALEY JO SCHMIDT	10/14/2022		FUELREIMB 10/22	Accounts	\$39.01
HALEY JO SCHMIDT	10/14/2022		MILEAGE 10/22	Accounts	\$155.00
HALEY KUHL	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
HALEY KUHL	10/14/2022		MILEAGE 10/22	Accounts	\$39.38
HAMPL LAWN SERVICE	10/14/2022	5473	CENTRAL MOWING	Accounts	\$1,156.00
HAMPTON INN - KEARNEY	10/14/2022	5474	HEIMANN HOTEL	Accounts	\$386.68
HAMPTON INN - KEARNEY	10/14/2022	5474	HEIMANN, PFEIL, ORTIZ	Accounts	\$381.00
HANNAH L. CURRY	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00

HANNAH L. CURRY	10/14/2022		MILEAGE 10/22	Accounts	\$95.63
HANNAH PANKO	10/14/2022		EXPREIMB 10/22	Accounts	\$300.00
HANNAH PANKO	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
HANNAH PANKO	10/14/2022		MILEAGE 10/22	Accounts	\$40.00
HEATHER HACKETT	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
HEATHER HACKETT	10/14/2022		MILEAGE 10/22	Accounts	\$385.00
IOWA NEBRASKA STATE BANK-PY	10/14/2022	5420	Federal Withholding	Payroll Liability	\$53,101.11
IOWA NEBRASKA STATE BANK-PY	10/14/2022	5420	FICA	Payroll Liability	\$78,104.76
IOWA NEBRASKA STATE BANK-PY	10/14/2022	5420	Medicare	Payroll Liability	\$18,524.02
JAILYN STORY	10/14/2022		FUELREIMB 10/33	Accounts	\$40.00
JAIMI NICHOLSON	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
JAIMI NICHOLSON	10/14/2022		MILEAGE	Accounts	\$55.44
JAMES A HOPKINS	10/14/2022		TECH HELP	Accounts	\$95.00
JEANNE M HILL	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
JEANNE M HILL	10/14/2022		MILEAGE 10/22	Accounts	\$98.13
JENNA M MCAFEE	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
JENNIFER BENSEN	10/14/2022		MILEAGE 10/22	Accounts	\$76.13
JESSE TITIML	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
JESSE TITIML	10/14/2022		MILEAGE 10/22	Accounts	\$12.50
JESSICA HELLER	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
JESSICA HELLER	10/14/2022		MILEAGE 10/22	Accounts	\$23.13
JESSICA J FISCHER	10/14/2022		EXPREIMB 10/22	Accounts	\$650.87
JESSICA J FISCHER	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
JESSICA J FISCHER	10/14/2022		MILEAGE 10/22	Accounts	\$304.38
JILL CHALSTROM	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
JILL CHALSTROM	10/14/2022		MILEAGE 10/22	Accounts	\$14.38
JODY STARZL	10/14/2022		EXPREIMB 10/22	Accounts	\$153.44
JODY STARZL	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
JOLEEN A GUSTAFSON	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
JOLEEN A GUSTAFSON	10/14/2022		MILEAGE 10/22	Accounts	\$47.50
JOURNEY ED.COM INC	10/14/2022	5476	MICROSOFT OFFICE LICENSES	Accounts	\$3,114.00
JULIANA M PAQUETTE	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
JULIANA M PAQUETTE	10/14/2022		MILEAGE 10/22	Accounts	\$38.13
JULIE SCHMIDT	10/14/2022		EXPREIMB.	Accounts	\$300.00
JULIE SCHMIDT	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
JULIE SCHMIDT	10/14/2022		MILEAGE 10/22	Accounts	\$23.75
JUSTINE SCOTT	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
JUSTINE SCOTT	10/14/2022		MILEAGE 10/22	Accounts	\$72.13
KARLA ANNE DROTZMANN	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
KARLA ANNE DROTZMANN	10/14/2022		MILEAGE 10/22	Accounts	\$32.06
KARY J. PFEIL	10/14/2022		EXPREIMB 10/22	Accounts	\$32.87
KARY J. PFEIL	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
KARY J. PFEIL	10/14/2022		MILEAGE 10/22	Accounts	\$558.75
KAYLIN SANDALL	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00

KAYLIN SANDALL	10/14/2022		MILEAGE 10/22	Accounts	\$12.81
KELLEN CONROY	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
KELLEN CONROY	10/14/2022		MILEAGE 10/22	Accounts	\$260.00
KERI J HART	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
KIMMY LEE MICKELSON	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
KIVA MOSCA-SAM	10/14/2022		MILEAGE 10/22	Accounts	\$56.88
KIVA MOSCA-SAM	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
KLINT G CONROY	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
KLINT G CONROY	10/14/2022		MILEAGE 10/22	Accounts	\$15.25
KRISTINE MARIE KLEVE	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
KRISTINE MARIE KLEVE	10/14/2022		MILEAGE 10/22	Accounts	\$197.31
LAURA NUNO	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
LAURA NUNO	10/14/2022		MILEAGE 10/22	Accounts	\$197.50
LAVISTA ES CATERING CO, INC	10/14/2022	5478	HEIMANN HOTEL	Accounts	\$102.90
LEXIA LEARNING SYSTEMS LLC	10/14/2022	5479	PFEIL LETRS TRAINING	Accounts	\$809.00
LINPEPCO - SIOUXLAND	10/14/2022	5480	POP MACHINE	Accounts	\$79.80
LOFFLER COMPANIES	10/14/2022	5481	COPIER COPIES	Accounts	\$528.26
LYNN MARIE SULLIVAN	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
LYNN MARIE SULLIVAN	10/14/2022		MILEAGE 10/22	Accounts	\$13.75
MADISON NATIONAL DISABILITY	10/14/2022	5422	Disability	Payroll Liability	\$3,060.32
MADISON NATIONAL DISABILITY	10/14/2022	5422	Disability Hourly	Payroll Liability	\$371.62
MADISON NATIONAL LIFE	10/14/2022	5421	Life-125	Payroll Liability	\$143.50
MADISON NATIONAL LIFE	10/14/2022	5421	Life-ded	Payroll Liability	\$127.50
MADISON NATIONAL LIFE	10/14/2022	5421	Madison Life-board	Payroll Liability	\$1,457.75
MANHATTANLIFE ASSURANCE COMPANY OF AMERICA	10/14/2022	5423	ManhattanLife Assurance Co	Payroll Liability	\$188.30
MARY ROSE BARTELS	10/14/2022	5482	FUELREIMB 10/22	Accounts	\$40.00
MEGAN RAHN	10/14/2022	5483	FUELREIMB 10/22	Accounts	\$40.00
MELANY REYES-ARELLANES	10/14/2022		MILEAGE 10/22	Accounts	\$176.19
MELISSA HENRICH	10/14/2022	5484	FUELREIMB 10/22	Accounts	\$40.00
MG TRUST CO LLC	10/14/2022	5424	403(b) Pretax	Payroll Liability	\$3,258.33
MG TRUST CO LLC	10/14/2022	5424	403(b) Pretax Percentage	Payroll Liability	\$541.67
MG TRUST CO LLC	10/14/2022	5424	403(B) ROTH	Payroll Liability	\$10,810.00
MIRANDA ZAHN	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
MISSOURI STATE UNIVERSITY	10/14/2022	5485	22-23 PEAK RESEARCH & SUPPORT	Accounts	\$6,000.00
MONICA M WARNER	10/14/2022	5486	FUELREIMB 10/22	Accounts	\$40.00
NEBRASKA ASSOCIATION OF SCHOOL BOARDS	10/14/2022	5487	HEIMANN & STRAHM CONF	Accounts	\$732.00
NEBRASKA COUNCIL OF SCHOOL ADMINISTRATORS	10/14/2022	5488	HAMPL MEMBERSHIP RENEWAL	Accounts	\$335.00
NEBRASKA COUNCIL OF SCHOOL ADMINISTRATORS	10/14/2022	5488	HANSEN MEMBERSHIP RENWAL	Accounts	\$530.00
NEBRASKA COUNCIL OF SCHOOL ADMINISTRATORS	10/14/2022	5488	HANSEN NASES	Accounts	\$150.00
NEBRASKA COUNCIL OF SCHOOL ADMINISTRATORS	10/14/2022	5488	HEIMANN MEMBERSHIP RENEWAL	Accounts	\$335.00
NEBRASKA COUNCIL OF SCHOOL ADMINISTRATORS	10/14/2022	5488	HEIMANN REGISTRATION	Accounts	\$140.00

NEBRASKA COUNCIL OF SCHOOL ADMINISTRATORS	10/14/2022	5488	HELLER MEMBERSHIP DUES	Accounts Payable	\$235.00
NEBRASKA DEPT OF REVENUE	10/14/2022	5425	State Withholding - NE	Payroll Liability	\$24,754.48
NEBRASKA EXTENSION IN DIXON COUNTY	10/14/2022	5489	ELC TRAINING	Accounts	\$510.00
NEBRASKA RETIREMENT SYSTEM	10/14/2022	5426	Retirement	Payroll Liability	\$125,104.27
NEBRASKA RETIREMENT SYSTEM	10/14/2022	5426	RETIREMENT CORRECTION	Payroll Liability	(\$547.82)
NICOLE HAGLUND	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
NICOLE R SWAIN	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
NICOLE R SWAIN	10/14/2022		MILEAGE 10/22	Accounts	\$6.25
NIKKI C JOHNSON	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
NIKKI C JOHNSON	10/14/2022		MILEAGE 10/22	Accounts	\$191.25
NORFOLK DAILY NEWS	10/14/2022	5490	MEP ADVERTISING	Accounts	\$250.79
NORTHEAST COMMUNITY COLLEGE	10/14/2022	5491	10/07/22 COLLEGE CENTER RENTAL	Accounts	\$110.00
NORTHEAST NEBRASKA NEWS COMPANY	10/14/2022	5492	ADVERTISING	Accounts	\$226.96
ONE SOURCE, THE BACKGROUND CHECK CO INC	10/14/2022	5493	BACKGROUND CHECKS	Accounts Payable	\$80.00
PAC N SAVE INC	10/14/2022	5494	WORKSHOP SUPPLIES	Accounts	\$742.79
PERRY GUTHERY HAASE & GESSFORD PC, LLC	10/14/2022	5495	LEGAL	Accounts Payable	\$310.00
PHOENIX PROMOTIONAL PRODUCTS	10/14/2022	5496	MEP RECRUITING	Accounts	\$960.17
PHOENIX PROMOTIONAL PRODUCTS	10/14/2022	5496	MEP RECRUITING MATERIALS	Accounts	\$619.68
PHOENIX PROMOTIONAL PRODUCTS	10/14/2022	5496	MEP RECRUITING SUPPLIES	Accounts	\$1,215.64
QHA CLEANING, LLC	10/14/2022	5497	CENTRAL CLEANING	Accounts	\$2,450.00
QHA CLEANING, LLC	10/14/2022	5497	TOWER CLEANING	Accounts	\$2,250.00
QUALITY SOUND & COMMUNICATIONS INC	10/14/2022	5498	WATER	Accounts	\$147.00
RACHEL KERBY	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
RACHEL KERBY	10/14/2022		MILEAGE 10/22	Accounts	\$16.81
REBECCA DIANNE JEPSEN	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
REBECCA DIANNE JEPSEN	10/14/2022		MILEAGE 10/22	Accounts	\$740.44
REGINA R DUTCHER	10/14/2022		MILEAGE 10/22	Accounts	\$474.88
RILEIGH M BURKE	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
RILEIGH M BURKE	10/14/2022		MILEAGE 10/22	Accounts	\$12.50
ROSA GONZALEZ	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
RYAN STANSBERRY	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
SARA LYNNE JAIXEN	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
SARA LYNNE JAIXEN	10/14/2022		MILEAGE 10/22	Accounts	\$559.38
SARA M BOULWARE	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
SARA M BOULWARE	10/14/2022		MILEAGE 10/22	Accounts	\$19.06
SARA M RUWE	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
SARA ORTIZ	10/14/2022		MILEAGE 10/22	Accounts	\$680.63
SARAH ELIZABETH HANSEN	10/14/2022		CELLPHONE 10/22	Accounts	\$75.00
SARAH ELIZABETH HANSEN	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
SARAH ELIZABETH HANSEN	10/14/2022		MILEAGE 10/22	Accounts	\$441.25
SCOTT MCINTOSH	10/14/2022		EXPREIMB 10/22	Accounts	\$30.61
SCOTT MCINTOSH	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
SCOTT MCINTOSH	10/14/2022		MILEAGE 10/22	Accounts	\$245.63

SHEILA MARIE BECKER	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
SHELBY LOBERG	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
SHERI FILLIPI	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
SHERI FILLIPI	10/14/2022		MILEAGE 10/22	Accounts	\$559.38
SIDNEY LAMP	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
STACEY A RICHART	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
STACEY A RICHART	10/14/2022		MILEAGE 10/22	Accounts	\$572.44
STACI LEANN GREUNKE	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
STACI LEANN FETHKENHER	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
STACI LEANN FETHKENHER	10/14/2022		MILEAGE 10/22	Accounts	\$286.25
STEPHANIE A KANALY	10/14/2022		EXPREIMB	Accounts	\$225.00
STEPHANIE A KANALY	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
STEPHANIE A KANALY	10/14/2022		MILEAGE 10/22	Accounts	\$60.00
STEPHANIE ELLIS	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
STEPHANIE ELLIS	10/14/2022		MILEAGE 10/22	Accounts	\$232.00
STEPHANIE MCDONALD	10/14/2022		ELC TRAINING	Accounts	\$510.00
STEVEN LEE TAYLOR	10/14/2022	5500	SEPT SERVICES	Accounts	\$450.00
STUART JAMES CLARK	10/14/2022		CELLPHONE 10/22	Accounts	\$75.00
STUART JAMES CLARK	10/14/2022		CLARK MEMBERSHIP DUES	Accounts	\$530.00
STUART JAMES CLARK	10/14/2022		MILEAGE 10/22	Accounts	\$1,382.50
TAMMY DEE CLODFELTER	10/14/2022		MILEAGE 10/22	Accounts	\$25.94
TARA MINER	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
THE CORNHUSKER MARRIOTT HOTEL	10/14/2022	5501	HURNER HOTEL	Accounts	\$116.00
THE WAKEFIELD REPUBLICAN	10/14/2022	5502	MEP ADVERTISING	Accounts	\$147.00
Toni Peters	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
Toni Peters	10/14/2022		MILEAGE 10/22	Accounts	\$461.88
TRACEY ANDERSON	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
TYLER PRAUNER	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
VERIZON WIRELESS SERVICES LLC	10/14/2022	5505	CELL PHONE	Accounts	\$398.62
VERIZON WIRELESS SERVICES LLC	10/14/2022	5505	CELL PHONES/HOTSPOTS	Accounts	\$264.01
VERNAE I LUHR	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
VERNAE I LUHR	10/14/2022		MILEAGE 10/22	Accounts	\$875.63
VIRGELINA SIERRA-RIOS	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
VIRGELINA SIERRA-RIOS	10/14/2022		MILEAGE 10/22	Accounts	\$364.06
VISA ADMIN	10/14/2022	5506	CENTRAL OFFICE SUPPLIES	Accounts	\$47.60
VISA ADMIN	10/14/2022	5506	CONRAD REGISTRATION	Accounts	\$575.00
VISA ADMIN	10/14/2022	5506	CONTRERAS & DAVID REGISTRATION	Accounts	\$198.00
VISA ADMIN	10/14/2022	5506	HEIMANN MEALS	Accounts	\$47.29
VISA ADMIN	10/14/2022	5506	KLEVE REGISTRATION	Accounts	\$640.00
VISA ADMIN	10/14/2022	5506	LANYARDS	Accounts	\$881.28
VISA ADMIN	10/14/2022	5506	MATTHEWS/FISCHER REGISTRATION	Accounts	\$535.00
VISA ADMIN	10/14/2022	5506	SUPPLIES	Accounts	\$473.40
VISA ADMIN	10/14/2022	5506	USD RECRUITING	Accounts	\$20.00
VISA GRANT	10/14/2022	5507	MEP SUBSCRIPTIONS	Accounts	\$304.00

VISA GRANT	10/14/2022	5507	ORTIZ REGISTRATION	Accounts	\$80.00
VISA GRANT	10/14/2022	5507	PFEIL REGISTRATION	Accounts	\$80.00
VISA GRANT	10/14/2022	5507	PRT STAMPS	Accounts	\$60.00
VISA GRANT	10/14/2022	5507	PRT SUPPLIES	Accounts	\$142.50
VISION SERVICE PLAN	10/14/2022	5427	Vision Insurance - 125	Payroll Liability	\$1,089.97
VISION SERVICE PLAN	10/14/2022	5427	Vision Insurance-Deduction	Payroll Liability	\$131.77
WASTE CONNECTIONS OF NE	10/14/2022	5510	CENTRAL TRASH/RECYCLE	Accounts	\$92.25
WASTE CONNECTIONS OF NE	10/14/2022	5510	TOWER TRASH	Accounts	\$124.63
WENDY ELLEN SUDBECK	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
WENDY ELLEN SUDBECK	10/14/2022		MILEAGE 10/22	Accounts	\$56.88
WENDY S CONSOLI	10/14/2022		FUELREIMB 10/22	Accounts	\$40.00
WENDY S CONSOLI	10/14/2022		MILEAGE 10/22	Accounts	\$265.00
WHITE DOG LAWN SERVICE	10/14/2022	5512	TOWER MOWING	Accounts	\$500.00
WHITNEY BROST	10/14/2022		FUELREIMB 10/22	Accounts	\$32.11
WHITNEY BROST	10/14/2022		MILEAGE 10/22	Accounts	\$60.00
WILLIAM J DAVID	10/14/2022		MILEAGE 10/22	Accounts	\$428.50
Woodriver Energy, LLC	10/14/2022	5514	UTILITIES	Accounts	\$105.46
Sub Total					\$1,050,002.20



*Our mission: Providing
innovation, leadership and service*

ESU #1 Annual Report 2021-22



*Our vision: ESU #1 will model
excellence by helping schools increase
educators' effectiveness and student
learning as a result of expert services.*

**Educational Service Unit #1
211 Tenth Street
Wakefield, NE 68784
Phone: (402) 287-2061
Fax: (402) 287-2065
www.esu1.org**



Bill Heimann

a note from the administrator

This annual report serves the following purposes:

- ▶ to provide an overview of the services offered by Educational Service Unit #1;
- ▶ to meet legal requirements as set forth by state statute; and
- ▶ to provide information about ESU #1 activities to area schools, our board of directors and the public.

ESU #1 provides assistance to local school districts through core services, which include staff development, technology and media services. We provide the educational programming and services necessary for area school districts to reach their goals of improving student learning and enhancing the capacity and skills of their staff. We respond to the requests of the 23 public K-12 school districts in ESU #1, and our highly qualified staff partner with them to deliver services efficiently and effectively.

In addition, contracted special educational services are provided to schools, as well as grant activities and cooperative purchasing programs. ESU#1's Tower School is a Level III program for students. Tower staff also conduct outreach for schools to support student needs. The Migrant Education Program and Early Learning Connection are located at ESU #1 and serve an area covering multiple ESUs to give support to schools, students and their families.

Nebraska Department of Education (NDE) Rule 84 establishes a level of performance for ESU accreditation. We provide financial support for projects on behalf of all public schools, such as internet filtering, ACT preparation through OnToCollege, PowerSchool support, instructional leadership training, AIMSweb, board policy, legal updates and much more!

On behalf of the ESU #1 Board of Directors, I am pleased to present this annual report that highlights the efforts of our staff in assisting area schools to make a difference in the lives of both students and educators. Should you have any questions, please do not hesitate to contact me.

Dr. Bill Heimann, Administrator



about ESU #1



ESU #1

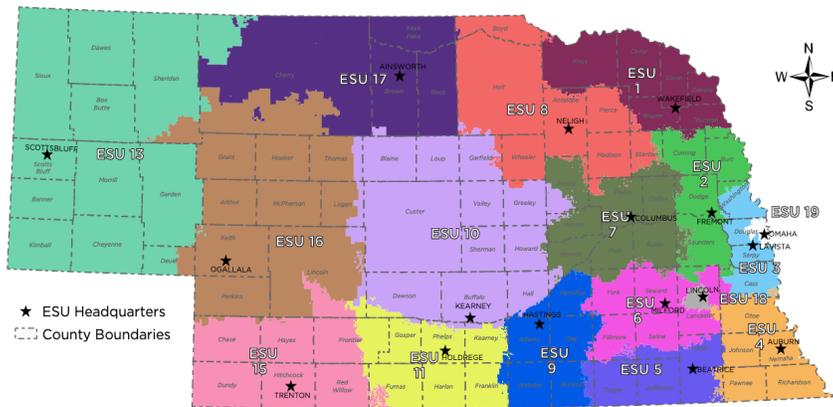
Educational Service Unit #1 provides services to the local school districts in Cedar, Dakota, Dixon, Knox, Thurston and Wayne counties in northeast Nebraska. ESU #1 is one of 17 Educational Service Units statewide.

The service units were created by the state Legislature in 1965 and later placed under the jurisdiction of the Nebraska Department of Education.

Historically, the purpose of the ESUs has been to provide services that individual school districts can't economically or efficiently provide for themselves. As school districts identified new needs, the diversity of services offered by the ESUs evolved.

ESU #1 is headquartered in Wakefield and provides a variety of special education, staff development, technology and media services to the 23 school districts in its six-county area. ESU #1 also operates the Level III program at the Tower School in Wayne.

The ESU #1 service area covers 2,926 square miles and includes more than 11,500 students and approximately 1,200 teachers. Moreover, the ESU #1 service area includes three Native American reservations: the Santee, Winnebago and Omaha.



board of directors



Board

ESU #1 Board of Directors members are elected to four-year terms, one representative from each of the 11 election districts.

The board meets in regular session on the second Tuesday of each month at the Central Office in Wakefield. Board members during the 2021-22 school year were:



Adrian Johnson Sally Reinert Helen Sorensen

Susan Strahm Lana Oswald Traci Haglund

Tucker Hight Josh Weber Grant Torpin

Shannon Johnson Ben Schultz

- ▶ Adrian (AJ) Johnson, president (District 9)
- ▶ Sally Reinert, vice president (District 2)
- ▶ Helen Sorensen, secretary (District 1)
- ▶ Susan Strahm (District 4)
- ▶ Lana Oswald (District 6)
- ▶ Traci Haglund (District 5)
- ▶ Tucker Hight (District 8)
- ▶ Josh Weber (District 11)
- ▶ Grant Torpin (District 7)
- ▶ Shannon Johnson (District 10)
- ▶ Ben Schultz (District 3)



Council

advisory council

ESU #1 is accredited by the Nebraska Department of Education and is assisted by an advisory council composed of area superintendents, one each from the six counties we serve, representing both large and small school districts.

The council reviews, recommends and supports the services offered by ESU #1. Advisory council members during the 2021-22 school year were:

- ▶ Andrew Offner, chair (Wayne Co.)
- ▶ Brad Hoelsing (Knox Co.)
- ▶ Mike Pattee (Dixon Co.)
- ▶ Stacie Hardy (Thurston Co.)
- ▶ Jeremy Christiansen (Cedar Co.)
- ▶ Ashley O'Dell (Dakota Co.)



Andrew Offner



Brad Hoelsing



Mike Pattee



Stacie Hardy



Jeremy Christiansen



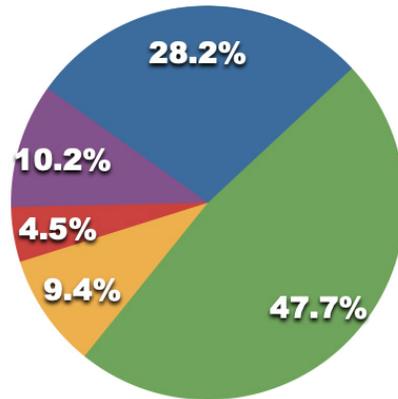
Ashley O'Dell



Budget

budget

Each ESU is financed through a combination of property tax funds, state funds and service contracts with individual school districts. Because the ESU #1 service area includes several counties, the modest contribution by taxpayers provides a base from which the unit functions.



Budgeted revenue

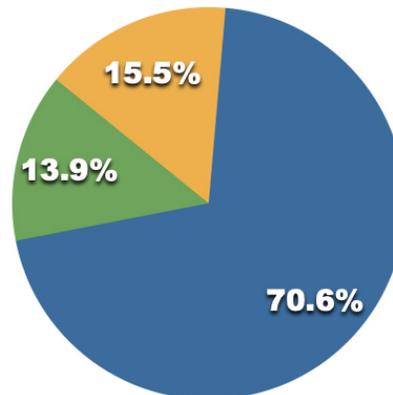
- ▶ General fund/carryover... \$5,000,000
- ▶ Local receipts \$8,464,303
- ▶ Property tax..... \$1,660,229
- ▶ State receipts..... \$798,518
- ▶ Federal funds \$1,811,750

TOTAL.....\$17,734,800

Budgeted expenditures

- ▶ Local \$12,513,550
- ▶ State/federal/local \$2,471,250
- ▶ Cash reserve..... \$2,750,000

TOTAL.....\$17,734,800



early learning connection professional development system grant



Northern Early Learning Connection Partnership

The Northern Early Learning Connection (ELC) partnership for the Nebraska Department of Education, Office of Early Childhood, supports ESUs #1, 8 and 17, with a home office at ESU #1 in Wakefield.

The *ELC Coordinator* for the Northern Region is Erika Fink. She works collaboratively with all early childhood programs in the 16-county Northern region to ensure that educators who work with children ages birth to age 8 have access to high quality professional development opportunities. These professional experiences are aligned with specific content areas in Nebraska's Core Competencies for Early Childhood Professionals and Nebraska's Birth to 5 Learning and Development Standards.



The *Northern Early Learning Connection Coach Consultant* for the region is Kary Pfeil. She works collaboratively within the region to ensure an equitable and comprehensive array of support that is responsive to the needs of coaches who serve early childhood educators and parents caring for children (birth through age 8) within family childcare homes, family homes, centers and preschool programs. Kary is dedicated to developing and cultivating growth in coaches who work with early childhood educators to improve access to quality care and education for all young children and families.

All partners are welcome to participate and engage in the planning and implementation of key events in the Northern region. Professional development opportunities reflect state priorities and best practices with a focus on addressing local needs. Developing partnerships, connecting with state systems, collaborating with early childhood initiatives and communicating with local coalitions are critical components of the Early Learning Connection work. Our web presence, including the ELC Facebook page and listserv communications, impacts approximately 1,600 early childhood professionals in northern Nebraska.

title IC migrant education grant



Migrant Education Program

The ESU #1 Migrant Education Program (MEP) works to ensure that migrant children fully benefit from the same free public education provided to other children. To achieve this, the MEP provides supplemental educational and support services to help reduce disruptions to learning and other concerns that result from repeated moves and/or the migratory lifestyle.

Our focus areas are school readiness, math and English language arts instruction, and graduation or services to out-of-school youth. In addition to providing educational and support services, the MEP sponsors family literacy services for migrant children and their families through Family Engagement Meetings.

During the 2021-22 school year, our program provided several educational and support services to migrant students. We assisted with obtaining health services; provided translation and interpretation services; delivered in-home instruction to pre-K students, school-aged students and out-of-school youth; purchased and supplied learning materials to migrant families; purchased clothing; provided parents with training related to math and reading at home; and issued referral services from agencies and organizations all over northeast Nebraska.





Core

core services

ESU #1 core services includes the Professional Services Team. The team collaborates to provide integrated support for partner districts and includes Teaching and Learning, Technology, Communications and Media. Core services provide the following:

- ▶ instructional training for administrators and teachers to ensure student learning and success;
- ▶ technology training and support for districts, administrators and teachers; and
- ▶ the provision of ancillary resources through the media center.



Rhonda Jindra



Amy Mundil



Chris Good



Kellen Conroy



Andrew Contreras



Jesse Titimil



Scott McIntosh



William David

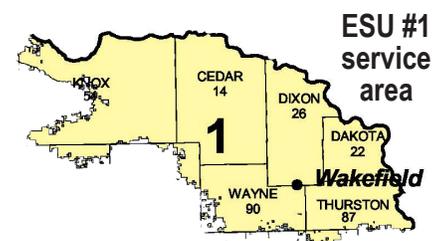
Teaching and Learning Team



T&L Team

Our Teaching and Learning Specialists make a concerted effort to assist districts at ESU #1, in local school buildings and virtually. Support has reached more than 4,032 teachers and administrators through 963 virtual and/or district on-site training events during the 2021-22 school year.

- ▶ NSCAS Growth (Nebraska Student Centered Assessment System) — As Nebraska began to transition to the NSCAS Growth Assessment Model, which combined NWEA MAP Growth (Northwest Evaluation Association Measures of Academic Progress) and Nebraska’s Statewide Summative Assessments, the ESU #1 Teaching and Learning Team began providing support to area schools. Initial support included assisting schools in reading and analyzing reports, providing schools with considerations on using reports for instructional planning and participating in training in order to meet the needs of area schools.
- ▶ Principal Instructional Leadership Series — A virtual Principal Leadership Administrative workshop was provided by Phil Warrick in June 2021. ESU #1 provides Marzano resources to administrators via Canvas. These resources consist of previous webinar training and supporting documents from Phil Warrick. Principal Zoom Groups, consisting of small groups of administrators, continued to meet monthly via Zoom for focused conversation supporting instructional leadership.
- ▶ OnToCollege (John Baylor) — ESU #1-area districts participated in OnToCollege during 2021-22. OnToCollege is an online resource that prepares juniors and seniors for the ACT. All participating districts have access to instructional videos, quizzes, sample tests, test-taking strategies and individual and aggregate results data.
- ▶ MTSS — ESU #1 provides training and coaching support to more than 27 schools. Multi-Tiered System of Supports is a systematic framework of providing high-quality instruction using evidence-based practices tailored to meet the academic, behavioral and social-emotional needs of all students across three tiers of support. Data-based decision making and problem solving assist in identifying supports, and classroom coaching ensures fidelity of implementation. An MTSS Google Site contains training resources, and LETRS professional development focuses on quality instruction.





Technology infrastructure



Technology

The Technology Department has helped with technology and infrastructure at our schools by supporting a streamlined deployment of firewall, filtering and other security tools. We continue to work with districts on taking a proactive approach to new technology solutions.

Collaboration is a big part of what we do at ESU #1 and in the Technology Department. During the 2021-22 school year, ESU #1 conducted 9 LAN manager meetings. These meetings are valuable because they allow area districts to communicate and plan for new technologies and security threats.

In 2021-22, ESU #1 worked with schools in evaluating and selecting a new filtering product which will serve in keeping students safe when they are surfing the internet.

We also continue to help most of our schools with their E-rate needs. This funding request year, we helped schools save up to \$444,000.

Technology Integration Specialist



Integration

The ESU #1 Technology Integration Specialist provides assistance for students, teachers, support staff and administrators through instruction in the areas of technology integration and digital resources.

During the 2021-22 school year, the technology integration specialist provided a training series called i2i: Investigate 2 Innovate. This three-part training series gave participating schools the opportunity for teachers to rethink their workflows. The training series also offered ways to create student agency and ownership in learning. Five ESU #1 districts participated in part or all of the training series sessions.

Other technology projects facilitated by the technology integration specialist included working with data by assisting schools with student data displays, data analysis for external reviews and incorporating online tools to increase student engagement.

Instructional materials



Materials

ESU #1 provides a variety of instructional materials to school districts in Cedar, Dakota, Dixon, Knox, Thurston and Wayne counties. As a participant in IMat (a subgroup of Nebraska's Teaching & Learning with Technology affiliate group), ESU #1 secures digital rights to instructional video titles and services to benefit students. Other services include access to online content such as World Book Online.

Media center



Media

The ESU #1 Media Center provides instructional assistance for schools in northeast Nebraska by supplying professional development resource materials, programs and inventory distribution for assistive technology and special education department inventory and equipment. The Media Center also fills individual orders of binding and laminating for administrators, teachers and staff at schools in the ESU #1 service area.



SPED

special education services

ESU #1 Special Education staff are committed to meeting the diverse needs of the families, students and schools in our service area. Our expert service is focused on increasing student achievement through collaborative problem solving and relationship building. It is a privilege to serve the districts and families in the ESU #1 service area.

Program supervision



Supervision

The primary function of the Special Education Director is to recruit qualified personnel to fulfill the requirements of contracting districts, in addition to the assignment, supervision and support of staff. A secondary function is to provide consultation to area districts on matters that include budget assistance, student placement, federal and state mandates and other related issues.

Audiology



Audiology

The ESU #1 Audiology Department, consisting of one full-time certified/licensed audiologist and assisted by the speech/language pathologists, serves children with audiological screening, testing and follow-ups in their homes, schools and in a sound-proof testing suite at the Wakefield office.

More than 12,500 screenings and follow-up tests were completed during the 2021-22 school year. In addition, the ESU #1 audiologist serves students involved in the Northeast Regional Program for the Deaf and Hard of Hearing.

Speech/language



Speech

The ESU #1 Speech and Language Department consists of 22 speech and language pathologists (SLPs). The department focuses on a team approach, working together to provide assessment and intervention services to students from birth to 21 years of age. The SLPs serve students in areas that adversely affect student's education, such as articulation, language, phonology, apraxia, voice, fluency, literacy readiness, hearing, social skills, autism and other disorders.

Assisted by the audiologist, they also participate in providing hearing screenings to all students in ESU #1 districts. They work as a team with local school districts in providing direct and consultative services, as well as advocate for families and children with speech, language and hearing disorders.

During the 2021-22 school year, the ESU #1 SLPs served 1,036 children.

Deaf education



Deaf Ed

The ESU #1 Deaf Education Program provides direct and consultative services to students from birth to 21 years of age who have a verified hearing loss. The program offers in-services to staff; provides input at Individual Education Program (IEP), Multi-disciplinary Team (MDT) and Student Assistance Team (SAT) meetings; assists schools with equipment needs students; and advocates for families and children who have a hearing loss.

During the 2021-22 school year, the ESU #1 Deaf Education Program consulted on and served 47 children.



School psychology



Psychology

The ESU #1 School Psychology Program provides services in consultation, assessment and intervention to assist educators, parents and other professionals in understanding the learning, social-emotional and behavioral needs of students, and in identifying effective strategies to help children be successful learners.

During the 2021-22 school year, ESU #1 school psychologists conducted nearly 500 academic and behavioral evaluations, provided individual and group counseling sessions to over 100 children and adolescents, completed over 100 behavioral intervention plans and/or functional behavioral assessments and collected data on over 3,500 students in the area of reading fluency, reading comprehension and math to help guide instructional decisions and changes.

ESU #1 psychologists continue to implement and encourage the Multi-Tiered Systems of Support (MTSS) and the development of mental health supports. Current data supports this movement with a reduction in evaluations and an increase in pre-referral interventions.

Physical and occupational therapy



PT/OT

Two physical therapists and five occupational therapists served 323 school-aged students and completed 57 evaluations during the 2021-22 school year. Through consultations with students and their families, as well as school personnel, therapists work to enhance learning and participation, achieve physical milestones and to foster independence. PTs and OTs completed 80 early childhood evaluations using the Primary Service Provider model and provided services for 172 families.

Transition



Transition

The ESU#1 Transition Program helps students with disabilities, 14 or older, bridge the gap between school experiences and adult life, and helps students function as productively and independently as possible. More than 140 area students received transition services during the 2021-22 school year, either through Zoom or in-person visits, using transition assessments, job shadows and informational interviews, information about college programs and outside agency programming.

Our transition specialist made 187 in-person or Zoom visits to ESU #1 districts this school year, coaching teachers to assist students, parents and general ed teachers in completing formal and informal transition assessments to have data-based post-secondary transition goals, plans and activities.

ESU #1 hosted a transition assessment training in October and hosted another with Amy Slama, the Region 7 transition specialist, in June. ESU #1 was awarded the summer Nebraska VR grant to provide training, coaching and employability/career exploration kits for teachers working with transition-age students.

Visual/orientation & mobility services



Vision

The ESU #1 Vision Program provides individualized learning environments, working to meet the unique and individual needs of students with verified visual impairments.

Services provided include direct teaching in the areas of braille instruction, low-vision devices, orientation & mobility, technology access and services in areas of the expanded core curriculum for the blind and visually impaired. Consultation, material preparation/adaptation, braille and large print textbook sourcing, functional vision assessments and orientation & mobility evaluations were also provided.

During the 2021-22 school year, two teachers of the visually impaired provided direct or consultative vision services and evaluated 32 students in 13 different school districts in ESU #1. Orientation & mobility services were provided to 2 students in 2 districts within the ESU #1 area, as well as to 5 students from ESU #8.



special education services

Early Childhood (ECSE) and Early Development Network (EDN)



The Early Childhood Special Education Program (ECSE) provides services to children with disabilities from birth through age 5 using a Primary Service Provider (PSP) approach.

Families receive support from one of four geographically based teams that minimally consist of an early childhood special education teacher, occupational therapist, physical therapist, services coordinator and a speech language pathologist. In addition, the teams have access to a vision consultant, deaf educator, audiologist and school psychologist as needed. One team member is selected as a primary provider to work closely with each family while receiving support from an entire team of experts.

Together, the child's parents and the PSP develop child and family outcomes and goals. The PSP uses evidence-based intervention practices to work toward achieving those outcomes and goals. This approach focuses on relationships with families, building the capacity of the child's parents, caregivers, and/or preschool teachers and increasing opportunities for growth within the context of everyday routines and activities.

The Early Development Network (EDN) provides services and supports specifically for children birth to age 3 and their families. The goal of the EDN is to provide coordinated services for families as conveniently as possible. EDN Services Coordinators are instrumental in working with agencies in the community that provide services to make sure the child and family get the help they need.

During the 2021-22 school year, ECSE/EDN served 270 children by providing evaluations, consultations and/or direct services. Of the children served, 108 were birth-2 years old and 162 were 3-5 years old. ECSE and EDN also assisted with early childhood screenings, kindergarten roundups, teacher trainings and pre-service presentations at local colleges, community nights, school registration nights and pre-natal/post-natal health fairs.

Tower School Level III Program



Tower School in Wayne, Nebraska, was built during the fiscal year of 1992-93 and provides contracted services to school districts in an alternative setting and on an outreach basis. The Tower School program consists of two specialized classrooms with students placed in classrooms based on individual needs.

The services Tower School provides focus on applied behavior analysis, social skills, functional skills, daily living skills, job skills and transition skills and ultimately prepares students to be contributing members of society and experience success in a variety of settings.

During the 2021-22 school year, three certified teachers, along with other itinerant service providers and paraeducators, served a total of 21 students from 9 area school districts virtually or in-person at Tower School. In addition, Tower School staff provided outreach supports and services to 11 area school districts.





SPED

Improving Learning for Children with Disabilities (ILCD)



ILCD

According to 92 NAC 51 004.13, all districts must participate in an ongoing review of their special education programs using the Improving Learning for Children with Disabilities (ILCD) process. This process involves analyzing data, identifying a focus area for improvement, developing a Targeted Improvement Plan (TIP) and implementing the TIP. This matches the general education school accreditation process to emphasize the importance of ILCD being a part of — not separate from — overall school improvement. ESU #1 takes a collaborative approach to supporting district teams in every stage of the TIP process to ultimately have a positive impact on outcomes for students with disabilities.

Assistive Technology Team



Assistive Tech

The goal of the ESU #1 Assistive Technology Team is to provide assistance to districts in the determination of a student's need for assistive technology.

During the 2021-22 school year, team members provided services that included assistive technology evaluations, consultations and short-term equipment loans.

Autism Spectrum Disorder (ASD) Team



ASD

Autism is a behaviorally defined disorder that is generally recognized by disturbances in communication, social interaction and perceptual organization or patterns of behavior. Diagnosed individuals may exhibit a variety of symptoms, ranging from mild to severe, and may display a wide range of skills and deficits.

The ASD team is composed of the region's ASD coordinator, school psychologists, speech and language pathologists, occupational therapists, early childhood specialists and special education teachers.

While ESU #1's ASD Team typically administers the ADOS-2 (Autism Diagnostic Observation Schedule, Second Edition) to assist in the eligibility of autism, restrictions of COVID-19 continues to impact the number of evaluations completed.

ESU #1 has increased local capacity by encouraging other staff members to receive training in the administration of the ADOS-2, as well as other autism screening assessments. Further, the ASD team regularly convened regarding information of state updates and professional development. ASD team members continued to provide supports (i.e., evaluation and programming) to ESU #1 schools for those students who were demonstrating characteristics of autism.

Brain Injury Regional School Support Team (BIRSST)



BIRSST

Nebraska is divided into five regional Brain Injury School Support Teams (BIRSST). The Northeast Region BIRSST team includes members representing ESU's #1, 7 and 8. BIRSST teams provide support to schools that teach students who have sustained mild (e.g., concussion) or severe traumatic brain injuries. The teams also assist Nebraska educators, parents and Concussion Management Teams (CMT) by providing consultation, trainings and resource materials.

During the 2021-22 school year, the Northeast Region BIRSST team provided education to schools by promoting the use of NDE's Return to Learn-Bridging the Gap from Concussion to the Classroom 2nd edition and NSAA endorsed REAP manual. The BIRSST team also collaborated with NDE to promote the new Teacher Acute Concussion Tool (TACT), which assists teachers in providing individualized educational services to students in the classroom setting. Additionally, BIRSST grant funded resources, including the document "Brain Injury in Children and Youth: A Manual for Educators" and the assessment tool "Wide Range Assessment of Memory and Learning-2nd Edition," were utilized by school-based professionals to assist students with brain injury.

A BIRSST webpage (www.esu1.org/birsst/) assists area schools in navigating Return to Learn and Return to Play protocols, concussion management and concussion law. A comprehensive list of brain injury related resources are also included.

Usher Syndrome Team



Usher

Usher syndrome is an inherited condition that affects both hearing and vision. Currently, there is no cure, which makes early identification paramount in providing appropriate educational programs. The main purpose of the team is to screen those children and youths who are hearing impaired and who fit the profile for Usher's for visual acuity difficulties.



SPED

special education services

Implementing an early intervention approach

ESU #1 provides early intervention and special education services according to what research indicates as best practice for children birth through age 5. Specifically, ESU #1:

- ▶ collaborates with area school districts to ensure that children who are eligible for early intervention services or children with disabilities and in need of special education and related services are identified and located;
- ▶ connects with families to share information about available services/resources and initiates relationships with families;
- ▶ seeks to understand child and family priorities by conducting an assessment called the Routines Based Interview (RBI);
- ▶ evaluates children’s needs to determine eligibility for Early Intervention (age 0-2) or Special Education (age 3-5) services;
- ▶ develops and implements Individual Family Service Plans (IFSPs) and Individualized Education Programs (IEPs) focused on child and family outcomes/goals;
- ▶ gives all eligible children and families a primary point of contact for support while also providing access to all disciplines utilizing a Primary Service Provider (PSP) approach to teaming;
- ▶ builds capacity of the adults interacting with the child most frequently by using coaching as the primary style of interaction; and
- ▶ provides evidence-based intervention, supports and services in natural learning environments (those places where children and their families live, learn, play and interact) to positively impact child growth, development and progress toward outcomes/goals.

ESU #1’s approach to early intervention aligns with the Nebraska Department of Education’s plan to address the federal initiative, Results Driven Accountability (RDA). The goal of RDA is to improve educational results, functional outcomes and overall demonstration of growth over time for all infants and toddlers with disabilities.



Improvement

agency improvement process

Our mission: Providing innovation, leadership and service

Our Professional Services Team (PST) and LEaD as 1 team (Lead, Explore, and Develop as 1) meet monthly to facilitate the agency improvement process and activities for ESU #1. The teams consist of administration, teaching and learning specialists, special education department coordinators, migrant education and technology personnel. These teams provide guidance, leadership and facilitation to keep continuous improvement activities moving forward.

During the monthly meetings, the teams review ESU, district and other stakeholder data, organize and plan all-staff days, and participate in annual data-retreat activities. During the 2021-22 school year, ESU #1 hosted an external accreditation visit. Feedback from the visit will enable the agency to continue to grow and improve services.

All ESU #1 employees support the continuous improvement process through department goal-setting, participation in all-staff days and data-retreat activities.

Our vision — *ESU #1 will model excellence by helping schools increase educators’ effectiveness and student learning as a result of expert services* — and our mission — *Providing innovation, leadership and service* — guide our agency improvement efforts and keep our focus on the needs of our partner districts.



**ESUCC Cooperative Purchasing
Sales & Savings By School
ESU # 01**

	<u>Member Name</u>	<u>City</u>	<u>Member Cost</u>	<u>Savings</u>
26-0070	Allen Consolidated Schools	Allen	55,287.55	16,160.47
54-0586	Bloomfield Community Schools	Bloomfield	28,747.02	13,470.92
14-0702	Cedar Catholic High School	Hartington	20,336.08	7,332.24
54-0013	Creighton Community Public Schools	Creighton	20,983.82	11,503.27
54-0096	Crofton Community Schools	Crofton	8,973.75	5,154.05
14-0704	East and West Catholic Elementary School	Hartington	3,025.08	889.73
00-0001	Educational Service Unit 01	Wakefield	12,398.40	6,863.16
01-40	Educational Service Unit 01 Home Schools	Wakefield	2,789.84	436.66
26-0561	Emerson-Hubbard Community School	Emerson	70,761.77	21,390.44
14-0008	Hartington-Newcastle Public Schools	Hartington	74,967.44	25,007.20
14-0701	Holy Trinity Elementary School	Hartington	8,028.70	2,654.68
22-0031	Homer Community Schools	Homer	11,134.93	6,254.19
14-0054	Laurel-Concord-Coleridge School	Laurel	143,147.75	32,841.95
54-0501	Niobrara Public Schools	Niobrara	70,852.38	18,362.33
87-0001	Pender Public Schools	Pender	111,253.81	26,369.82
26-0001	Ponca Public Schools	Ponca	126,884.43	47,634.22
14-0045	Randolph Public Schools	Randolph	58,518.59	14,752.38
54-0505	Santee Community Schools	Niobrara	6,629.13	1,594.54
22-0011	South Sioux City Community Schools	South Sioux	79,940.89	43,860.15
87-0701	St Augustine Indian Mission School	Winnebago	27,527.93	3,952.42
54-0701	St Ludger Elementary School	Creighton	2,682.65	1,037.70
90-0702	St Mary's Catholic School	Wayne	984.36	403.86
22-0701	St Michael's Catholic School	South Sioux	41,648.61	7,696.82
54-0702	St Rose of Lima School	Crofton	5,863.82	2,756.03
87-0016	Umo Ho Nation Public School	Macy	107,376.69	21,485.45
54-0583	Verdigre Public Schools	Verdigre	18,042.59	5,071.14
90-0560	Wakefield Community Schools	Wakefield	80,102.92	16,365.76
87-0013	Walthill Public Schools	Walthill	131,667.97	21,700.67



ESUCC Cooperative Purchasing
Sales & Savings By School
ESU # 01

	<u>Member Name</u>	<u>City</u>	<u>Member Cost</u>	<u>Savings</u>
54-0576	Wausa Public School	Wausa	129,628.43	25,338.02
90-0017	Wayne Community Schools	Wayne	125,265.43	28,715.97
87-0017	Winnebago Public Schools	Winnebago	59,522.13	25,453.10
90-0595	Winside Public Schools	Winside	63,398.16	17,626.64
14-0101	Wynot Public Schools	Wynot	92,734.99	25,138.53
	<u>Grand Totals</u>		<u>\$1,801,108.04</u>	<u>\$505,274.50</u>



2021-22

Nebraska ESUCC Cooperative Purchasing Sales & Savings By Program

ESU # 01

<u>Program</u>	<u>Member Cost</u>	<u>Savings</u>
AEPA	\$236,439.12	\$90,490.27
Annual Buy	\$202,185.96	\$78,627.87
Annual Buy Punch Out	\$4,339.44	\$765.78
Custodial Buy	\$160,846.43	\$78,014.66
Food Buy	\$1,051,763.76	\$186,389.52
Paper Buy	\$67,329.40	\$15,793.32
Special Buy	\$78,203.93	\$55,193.08
<u>Grand Totals</u>	<u>\$1,801,108.04</u>	<u>\$505,274.50</u>

BOLD STEPS Nebraska ESU Coordinating Council 2022 - 2025

The ESUCC provides advocacy, leadership, structure, support, and guidance for Nebraska's seventeen ESUs and their respective schools.

Lead

Advocate

Influence

Invest

Lead public education, regional efforts, and statewide efforts by leveraging partnerships and the collective expertise of the ESU CC

Advocate for, develop, and support implementation of innovative services and resources

Influence statewide decisions and actions with reliable data processes and information

Invest time and attention to communicating the value of ESUs, Public Education, and the ESU CC

4 BOLD STEPS

ESUCC 4 Bold Steps

The ESUCC provides advocacy, leadership, structure, support, and guidance for Nebraska's seventeen ESUs and their respective schools.

Lead

Lead public education, regional efforts, and statewide efforts by leveraging partnerships and the collective expertise of the ESU CC

Increase the capacity of individual ESUs and the ESUCC to enhance provided services and expand available services as needed

Influence decision-making and implementation of statewide efforts through collaboration and joint planning

Reconsider, redefine, redesign on the current work of the Affiliates and PDO

Support additional collaboration among the ESUs

Influence the ESU CC impact with information for and from the local, state, and national levels

Advocate

Advocate for, develop, and support implementation of innovative services and resources

Champion professional learning for members of the NE education community

Support Recruitment, Retention, Employee engagement, Human Capital

Promote equitable resources and programs ALL statewide

Advocate for fiscal resources

Identify needs and gaps in programs within school districts

- For example: mental health, early childhood, teacher shortage and cybersecurity - Conduct needs analysis

Influence

Influence statewide decisions and actions with reliable data processes and information

Continue to refine SIMPL

- Think about how data can be strategic and tell the story of most, if not all ESUs

Research and consider how to share a narrative impact picture of the ESUs statewide

- Shared outcomes and results from the Standards' Reviews

Influence and implementation of statewide efforts through collaboration and planning with statewide agencies

Invest

Invest time and attention to communicating the value of ESUs, Public Education, and the ESU CC

Create and communicate representative and intentional stories of impact, outcomes, and measures - social media, legislation, marketing

Continue to refine the use of SIMPL

Use the Value Proposition statement to communicate clarity of role and goals of ESUs and the ESU CC

- Think about how data can be strategic and tell the story of most, if not all ESUs

Grow and refine the use of the ESU Standards and Review process; use common information as a data story

Educational Service Unit #1 Administrator Job Description

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

- A. Job Title:** Administrator
- B. Department:** Administration
- C. FLSA Status:** The employee has the primary duty of performing office or non-manual work directly related to the management general business operations of ESU #1. The employee customarily and regularly exercises discretion and independent judgment or has a primary duty of performing administrative functions directly related to academic instruction or training in the school district or a department or subdivision.
- D. Education Level and Certification:** Specialist Degree. Must possess a Nebraska Administrative and Supervisory Certificate at all times during employment with such endorsements as required by NDE Rule 10.
- E. Reports To:** Board
- F. May Receive Guidance From:** Board, Advisory Council, School District Personnel, Department of Education
- G. Essential Job Functions:**
 - 1. General supervisory, teaching and instructional skills
 - 2. Basic operational skills for Macintosh or PC computer
 - 3. Poised
 - 4. Supervise a variety of tasks at the same time
 - 5. No history of child abuse or negligence
 - 6. Good oral and written skills
 - 7. Driver's license and reliable vehicle.
- H. Working Conditions:**
 - 1. Inside heated and air conditioned office.
- I. Job Tasks:**
 - 1. Attends, participates in all meetings of the Board and its committees, except when own employment or salary is under consideration.

2. Serves as ex officio member of all Board committees and assigns administrative personnel to support committee activities when necessary.
3. Advises the Board on the need for new or revised policies and ensures through delegation to staff that all policies of the Board are implemented.
4. Prepares and submits to the Board recommendations relative to all matters requiring Board action, placing before the Board such necessary and helpful facts, information, and reports as are needed to ensure the making of informed decisions.
5. Acts on own discretion if emergency action is necessary in any matter not covered by Board policy, reports such action to the Board as soon as practicable, and recommends policy in order to provide guidance in the future.
6. Supervises the implementation of all laws, regulations, and Board policies.
7. Establishes procedures to ensure all administrative decisions necessary to the proper function of ESU #1 are made.
8. Delegates at own discretion to other employees the exercise of any powers or the discharge of any duties with the knowledge that the delegation of power or duty does not relieve the administrator of final responsibility for the action taken under such delegation.
9. Formulates objectives, policies, plans, and programs; prepares (or causes to be prepared) and presents facts and explanations necessary to assist the Board in its duty of legislation.
10. Communicates directly or through delegation all actions of the Board relating to personnel matters to all employees and receives from employees communications to be made to the Board.
11. Directs staff negotiations with professional and nonprofessional personnel.
12. Secures and nominates for employment the best qualified and most competent persons for positions, as may be necessary within the limits of budgetary provisions.
13. Assigns and transfers employees as the interest of ESU #1 may dictate and reports such action to the Board for information and record.
14. Approves leave schedules for salaried district employees under direct supervision.
15. Takes appropriate disciplinary actions with employees and reports, as necessary, to the Board.

16. Recommends to the Board for final action the promotion, salary changes, demotion, or dismissal of any employee.
17. Submits to the Board explanation of any proposed procedure that would involve either departure from established policy or the expenditure of substantial sums.
18. Directs the preparation of the annual budget for adoption by the Board and administers the budget as enacted by the Board, acting at all times in accordance with legal requirements and adopted Board policies.
19. Establishes and maintains efficient procedures and effective controls for all expenditures of funds in accordance with the adopted budget including procedures for the purchase of supplies, etc.
20. Provides suitable instructions and regulations for staff to govern the use and care of ESU properties.
21. Recommends to the Board sales of all property no longer required by the Board and delegates the proper execution of such sales through staff and legal advisors.
22. Maintains directly or through delegation such personnel records, business records, and other records that are required by law and by Board policy.
23. Ensures that all reports required by statute or regulation are filed.
24. Assures that the accreditation standards set by the Department of Education are met.
25. Oversees the financial transactions of all funds.
26. Evaluates administrative staff.
27. Represents or delegates a representative for ESU #1 in its dealing with other school systems, institutions, agencies, and community organizations.
28. Attends such conventions and conferences as are necessary to keep abreast of latest educational trends.
29. Works with and maintains a relationship with the Advisory Council.
30. Consults with local administrators to determine supplementary educational needs of the schools and recommends methods for meeting those needs.
31. Confers periodically with professional and lay groups concerning the school program and transmits to the Board suggestions gained from such conferences.

32. Represents ESU #1 before the public and establishes and maintains a program of public relations to keep the public well-informed of the activities and needs of ESU #1, effecting a wholesome and cooperative working relationship between ESU #1 and the community.
33. Keeps the public informed about modern educational practices, educational trends, and the policies, practices, and problems in ESU #1.
34. Performs such other tasks as may, from time to time, be assigned by the Board.

J. Knowledge:

1. Education and Training — Knowledge of principles and methods for curriculum and training design, teaching and instruction for individuals and groups, and the measurement of training effects.
2. Administration and Management — Knowledge of business and management principles involved in strategic planning, resource allocation, human resources modeling, leadership technique, production methods, and coordination of people and resources.
2. English Language — Knowledge of the structure and content of the English language including the meaning and spelling of words, rules of composition, and grammar.
3. Personnel and Human Resources — Knowledge of principles and procedures for personnel recruitment, selection, training, compensation and benefits, labor relations and negotiation, and personnel information systems.
4. Mathematics — Knowledge of arithmetic, algebra, geometry, calculus, statistics, and their applications.
5. Communications and Media — Knowledge of media production, communication, and dissemination techniques and methods. This includes alternative ways to inform and entertain via written, oral, and visual media.
6. Economics and Accounting — Knowledge of economic and accounting principles and practices, the financial markets, banking and the analysis and reporting of financial data.
7. Psychology — Knowledge of human behavior and performance; individual differences in ability, personality, and interests; learning and motivation; psychological research methods; and the assessment and treatment of behavioral and affective disorders.

K. Skills

1. Coordination — Adjusting actions in relation to others' actions.
2. Speaking — Talking to others to convey information effectively.
3. Reading Comprehension — Understanding written sentences and paragraphs in work related documents.
4. Writing — Communicating effectively in writing as appropriate for the needs of the audience.
5. Social Perceptiveness — Being aware of others' reactions and understanding why they react as they do.
6. Critical Thinking — Using logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions or approaches to problems.
7. Judgment and Decision Making — Considering the relative costs and benefits of potential actions to choose the most appropriate one.
8. Active Listening — Giving full attention to what other people are saying, taking time to understand the points being made, asking questions as appropriate, and not interrupting at inappropriate times.
9. Management of Personnel Resources — Motivating, developing, and directing people as they work, identifying the best people for the job.
10. Systems Evaluation — Identifying measures or indicators of system performance and the actions needed to improve or correct performance, relative to the goals of the system.

L. Abilities

1. Oral Expression — The ability to communicate information and ideas in speaking so others will understand.
2. Written Expression — The ability to communicate information and ideas in writing so others will understand.
3. Written Comprehension — The ability to read and understand information and ideas presented in writing.
4. Oral Comprehension — The ability to listen to and understand information and ideas presented through spoken words and sentences.
5. Speech Clarity — The ability to speak clearly so others can understand you.

6. Near Vision — The ability to see details at close range (within a few feet of the observer).
7. Fluency of Ideas — The ability to come up with a number of ideas about a topic (the number of ideas is important, not their quality, correctness, or creativity).
8. Inductive Reasoning — The ability to combine pieces of information to form general rules or conclusions (includes finding a relationship among seemingly unrelated events).
9. Deductive Reasoning — The ability to apply general rules to specific problems to produce answers that make sense.
10. Originality — The ability to come up with unusual or clever ideas about a given topic or situation, or to develop creative ways to solve a problem.

M. Work Activities:

1. Communicating with Persons Outside Organization — Communicating with people outside the organization, representing the organization to customers, the public, government, and other external sources. This information can be exchanged in person, in writing, or by telephone or e-mail.
2. Communicating with Supervisors, Peers, or Subordinates — Providing information to supervisors, co-workers, and subordinates can be exchanged in person, in writing, or by telephone or e-mail.
- 3.
4. Getting Information — Observing, receiving, and otherwise obtaining information from all relevant sources.
5. Provide Consultation and Advice to Others — Providing guidance and expert advice to management or other groups on technical, systems-, or process-related topics.
6. Coordinating the Work and Activities of Others — Getting members of a group to work together to accomplish tasks.
7. Training and Teaching Others — Identifying the educational needs of others, developing formal educational or training programs or classes, and teaching or instructing others.
8. Establishing and Maintaining Interpersonal Relationships — Developing constructive and cooperative working relationships with others, and maintaining them over time.
9. Staffing Organizational Units — Recruiting, interviewing, selecting, hiring, and promoting employees in an organization.

10. Developing Objectives and Strategies — Establishing long-range objectives and specifying the strategies and actions to achieve them.
11. Organizing, Planning, and Prioritizing Work — Developing specific goals and plans to prioritize, organize, and accomplish your work.

N. Required Employee Characteristics:

1. Cooperation — Being pleasant with others on the job and displaying a good-natured, cooperative attitude.
2. Attention to Detail — Being careful about detail and thorough in completing work tasks.
3. Dependability — Being reliable, responsible, and dependable, and fulfilling obligations.
4. Integrity — Being honest and ethical.
5. Concern for Others — Being sensitive to others' needs and feelings and being understanding and helpful on the job.
6. Self Control — Maintaining composure, keeping emotions in check, controlling anger, and avoiding aggressive behavior, even in very difficult situations.
7. Stress Tolerance — Accepting criticism and dealing calmly and effectively with high stress situations.
8. Adaptability/Flexibility — Being open to change (positive or negative) and to considerable variety in the workplace.
9. Independence — Developing one's own ways of doing things, guiding oneself with little or no supervision, and depending on oneself to get things done.
10. Initiative — A willingness to take on responsibilities and challenges.

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

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

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

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

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



ADMINISTRATOR CONTRACT

COPY

THIS CONTRACT is made by and between the Board of Directors of Educational Service Unit No. One, hereinafter referred to as "the Board," and Dr. Bill Heimann hereinafter referred to as "the Administrator."

WITNESSETH: That in accordance with action taken by the Board as recorded in the minutes of the Board meeting held on the 12th day of April, 2022, the Board hereby agrees to employ the Administrator, and the Administrator hereby agrees to accept such employment, subject to the following terms and conditions:

Section 1. Term of Contract

- A. Initial Term. The Administrator shall be employed for a period of two (2) years, beginning on the 1st day of July 2022, and ending on the 30th day of June 2024. References in this Contract to "contract year" shall mean the period of July 1 to June 30. Each year of this Agreement shall consist of 245 days of service per year subject to vacation days as provided herein.
- B. Automatic Extensions. Effective on the 1st day of December of each year, this Contract shall be automatically extended for one (1) additional year beyond the initial term, or one (1) additional year beyond the end of any extended term, whichever is later. To prevent such automatic extension, the Board must give notice to the Administrator, or the Administrator must give notice to the Board, in writing, and prior to the 31st day of January of each year, of intent to not extend the Contract for an additional year. Notice by the Board of such intent must be given pursuant to official approved Board action. Notice by the Administrator of such intent must be given to the Board Chairman or Board Secretary.

Section 2. Salary.

- A. Salary for Initial Term. The annual base salary for the first contract year shall be: \$190,775. Salary for Extended terms. The salary for any renewal or extension periods shall be set by mutual agreement of the Administrator and the Board, but shall in no event be less than the annual salary for the immediately preceding contract year.
- B. Payment of Salary and Adjustments. The annual salary shall be paid in equal installments in accordance with the policy of the Board governing payment of other professional staff employees of the Unit. Salary payments shall be subject to state and federal withholding required by law, including without limitation retirement contributions, FICA, FUTA, Medicare, and state or federal unemployment contributions. The Board retains the right to adjust the Administrator's annual salary upward during the term of this Contract, as an amendment hereto, without such adjustment constituting a new contract or extending the length of this Contract. The Administrator's salary shall not be reduced during the term of this Contract.
- C. Payment of Salary Upon Cancellation. Upon lawful cancellation of this Contract, the Administrator shall be paid an amount equal to the annual salary for the contract year in which the cancellation is effective multiplied by the following fraction: (1) a numerator equal to the number of months of fraction thereof which have expired in the contract year in which such cancellation is effective, over (2) a denominator equal to twelve months.

Section 3. Leave Benefits.

Leave Benefits Defined.

- A. Nature of Paid Leaves. Paid leave from the Administrator's professional duties are available to the Administrator when the following specific conditions are met: (1) the Administrator is currently

employed by the ESU; (2) the leave day is taken on a day the Administrator would otherwise be expected to be at work; and (3) the Administrator has met the conditions for such leave to be taken as applicable to each specified form of paid leave. All paid leave is subject to the following:

1. Leave Year. The leave year is the Administrator's contract year of July 1 through June 30 of each year this contract is in effect.
2. Unused Leave. There shall be no pay for leave available but unused either during or upon ending of employment except as may be specifically set forth herein.
3. Daily Rate. The effective daily rate of pay shall be computed at the rate of 1/245 of the Administrator's annual salary.

B. Vacation:

1. Vacation. The Administrator shall be allowed twenty (20) working days of vacation leave during each contract year. Vacation shall not be taken at times that would interfere with the Administrator's attendance at regularly scheduled Board meetings or at times when the Administrator's duties require the Administrator's attendance at school (e.g., beginning and end periods of the school year).
2. Carry-over and Accumulation of Vacation Days. Vacation is to be used during each contract year. Vacation days are to be used in the contract year in which it becomes available. There is no carry-over or accumulation of unused vacation leave from one contract year to another contract year. Any unused vacation days from a prior contract year shall be subtracted from the number of vacation days the Administrator has for the following contract year, such that the total vacation days at the beginning of each contract year be twenty (20). Upon ending employment, unused vacation days available in the final contract year will be paid at the effective daily rate of pay at the time each unused vacation day first became available.

C. Sick Leave/Bereavement Leave:

1. Amount and Use. The Administrator shall be allowed fourteen (14) working days of sick leave each contract year all exclusive of Saturdays, Sundays, and legal holidays.
2. Availability. Sick leave is a paid workday when the Administrator may be absent from duties. Sick days are only available when the Administrator is currently employed by the ESU and the Administrator is unable to perform assigned duties due to the illness or temporary disability of the Administrator or due to the Administrator needing to care for a member of the Administrator's immediate family who is ill or has a serious health condition. Immediate family shall mean the Administrator's spouse and dependent children.
3. Bereavement Leave. Five (5) days of sick leave may be used for family bereavement leave and one (1) day of sick leave for non-family bereavement leave per contract year. For purposes of this subparagraph, the term family means the Administrator's spouse, child, parent, parent-in-law, sibling, sibling-in-law, son or daughter-in-law, the Administrator's grandparents, spouse's grandparents, and the Administrator's grandchild.
4. Non-Dependent Sick Leave. Three (3) days of Non-Dependent sick leave may be used to care for non-dependent family members. Non-dependent family members shall include Administrator's non-dependent children, parent, parent in-law, siblings, grandparents, spouse's grandparents, grandchildren and other relatives that require the Administrator's presence in medical situations.
5. Carry-over and Accumulation. Unused sick leave may be carried over from one leave year to the next succeeding leave year or years. The maximum that may be accumulated is 65 days. Once the maximum is accumulated, no further sick leave days will be available or granted for the ensuing leave year or years until the accumulated number of days is less than 65, and then only to the extent necessary to restore the total number of available sick leave days to maximum of 65 days.

6. Unused Days. There shall be no pay for unused sick leave either during or upon ending of employment.

D. Personal Leave:

1. Days Per Leave Year. Two (2) days are available to the Administrator each leave year.
2. Availability. Paid personal is available for the purposes of allowing the Administrator to attend to personal matters.
3. Carryover and Accumulation. There is no carryover or accumulation of unused personal leaves.

The Business office shall maintain a log of days worked and leave used, which shall be available to the Board for review. For the purpose of this section of the term "working days" shall not include Saturdays, Sundays, or legal holidays.

Section 4. Other Fringe Benefits.

- A. Health and Dental Insurance. The ESU shall provide the Administrator ESU #1 group sponsored Blue Cross & Blue Shield family health/dental insurance if the Administrator chooses to enroll in said plan, or any of the other group sponsored Blue Cross & Blue Shield four-tier plan. The Administrator may utilize the IRS 125 Cafeteria Plan (payroll deduction) for any additional premium requirements.
- B. Life Insurance. A group Term life insurance policy will be issued in the amount of \$60,000 with the ESU paying for \$50,000 of that coverage.
- C. Transportation. The Board shall provide the Administrator with transportation required in the performance of his official duties or shall reimburse him for such transportation at the rate annually set by the Board.
- D. Health Examinations. The Administrator shall be provided one annual medical examination in each contract year at the cost of the Board. The Administrator may, at his option, disclose such portions of the medical exam herein referred to as in his sole discretion he elects to. Nothing in this subparagraph shall be construed to require the Administrator to make any medical disclosures to the Board in any fashion that violates any applicable reporting or privacy laws.
- E. Phone Stipend. A monthly phone stipend of \$75/month will be paid to the Administrator, which is not subject to taxes or retirement.
- F. Professional Meetings. The Administrator shall attend appropriate professional meetings at the local, state and national level, and such attendance shall not be taken against the Administrator's allowable leave days. Such attendance shall be scheduled so as to not interfere with the proper performance of the Administrator's duties as Administrator. The expenses of attendance shall be paid by the Board of Directors, as and to the extent permitted by law and Board policy. The Board shall and does approve expenses for attendance at state administrator's conferences, and one (1) national conference in the area of the professional responsibility of the Administrator at the discretion of the Administrator.
- G. Expense Allowance. The Administrator will be allowed \$2,500 annually as an expense allowance and paid over a twelve-month period. This amount will be added to payroll and subject to required payroll taxes.
- H. Dues. Annual dues for membership in the Nebraska Council of School Administrators will be paid by the Agency.
- I. Legal Actions. In the event of any legal actions are threatened or filed against the Administrator as a result of the performance of duties under this Contract, or the Administrator's position as Administrator for the Agency, including professional practice complaints against the Administrator, the Board shall provide a legal defense to the Administrator, to the maximum, extent permitted by law.

Benefits shall be equivalent to that provided to other certificated staff of the Agency, except to the extent otherwise provided for herein.

Section 5. Legal Requirements.

The Administrator affirms that: (1) the Administrator holds or will hold a valid and appropriate certificate to act as an Administrator of ESU #1 in the State of Nebraska throughout the term of this Contract and any extensions of this Contract; (2) the required certificate to act as an Administrator of ESU's in the State of Nebraska shall be registered as required by law; and (3) the Administrator is not under contract with another board of education within the State of Nebraska covering any part of or all of the same time of performance as provided for in this Contract. It is further agreed that there shall be no penalty for release or resignation by the Administrator from this Contract; provided no resignation shall become effective until expiration of the remaining term of the Contract unless the Board fixes an earlier effective date. This Contract is subject to provisions of the School Employees' Retirement Act.

Section 6. Performance of Duties.

- A. Use of Time. The Administrator shall faithfully perform the duties of the Administrator of ESU #1, in and for the Agency as prescribed by the laws of the State of Nebraska and by the rules and regulations promulgated by the Board thereunder. The Administrator agrees to devote the Administrator's full time, skill, labor and attention to the performance of the duties of the Administrator of ESU #1 throughout the term of this Contract; provided, however, the Administrator, by agreement with the Board, may undertake consultative work, speaking engagements, writing, lecturing, or other professional duties and obligations so long as such other work is not inconsistent with the Administrator's duties and obligations to the Board. Regular dependable attendance is an essential function of the Administrator's duties.
- B. Specifications of Duties. The duties of the Administrator shall be as prescribed in the Board Policy Manual, which duties are incorporated by reference into this Contract as if set forth verbatim herein. The duties as prescribed in the Board Policy Manual shall not be substantially changed during this Contract without the consent of the Administrator by an amendment to this Contract. The Administrator shall not be responsible for performance of duties assigned by individual members of the Board of Directors, or duties assigned without official action of the Board of Directors, except as specifically set forth in the Board Policy Manual.
- C. Board-Administrator Relationship. The Board shall have primary responsibility for formulating and adopting Board policy. The Administrator shall be the chief administrative officer for the Agency, and shall have primary responsibility for implementation of Board policy. The Board of Directors agrees, individually and collectively, to promptly refer all criticism, complaints and suggestions concerning operations of the Agency, including without limitation matters relating to personnel and students, to the Administrator for action, study or recommendation, as appropriate, and to not comment or take action on such matters except upon recommendation of the Administrator or upon the Administrator having been permitted sufficient opportunity to respond to the matter.

Section 7. Discharge.

The contract of the Administrator may be cancelled or amended by a majority of the members of the Board of Directors during the term of the Contract for any of the following reasons: (a) upon cancellation, termination, revocation, or suspension of the Administrator's certificate (Nebraska Administrative and Supervisory Certificate, or Nebraska Professional Administrative and Supervisory Certificate), by the State Board of Education; (b) breach of any of the material provisions of this Contract; (c) for any of the reasons set forth in this employment contract; (d) incompetence; (e) neglect of duty; (f) unprofessional conduct; (g) insubordination; (h) immorality; (i) physical or mental incapacity; (j) intemperance; or (k) conviction of a felony. The procedures for cancellation during the term of the contract shall be in accordance with the applicable *Nebraska Revised Statutes*.

Section 8. Contract Enforceability. All applicable state and federal laws, rules, and regulations in performance of their respective duties and obligations under this Contract shall govern the parties. This Contract shall be interpreted under the laws of the State of Nebraska.

- A. Amendments. This Contract may be modified or amended only by a writing duly authorized and executed by the Administrator and the Board. This Contract is subject to the following Addendum (state if applicable):
- B. Severability. If a court of competent jurisdiction shall declare any portion of this Contract invalid or unenforceable, such declaration shall not affect the validity or enforceability of the remaining provisions of this Contract.

IN WITNESS WHEREOF, the parties have executed this Contract on the dates indicated below.

EXECUTED BY THE BOARD this 12th day of April, 2022

By: 
Board President

By: 
Board Secretary

EXECUTED BY THE ADMINISTRATOR this 20 day of APRIL, 2022


Dr. Bill Heimann, Administrator