



ESUCC
ESUCC Regular Board Meeting
Wednesday, March 18, 2026, 8:30 AM
ESU 10, 76 Plaza Blvd, Kearney, NE 68845

Posted Locations:

Omaha World-Herald
ESUCC webpage
NE Public Meetings

Posted Date: 3/10/2026

Attendance Taken at 8:31 AM.

| | |
|--------------------------------|---------|
| Dr. Bill Heimann (ESU 01): | Present |
| Mitch Hoffer (ESU 02): | Present |
| Dr. Dan Schnoes (NE) (ESU 03): | Absent |
| Gregg Robke (ESU 04): | Present |
| Dr. Brenda McNiff (ESU 05): | Present |
| Dr. Brian Maschmann (ESU 06): | Present |
| Marci Ostmeyer (ESU 07): | Present |
| Corey Dahl (ESU 08): | Present |
| Drew Harris (ESU 09): | Present |
| Dr. Melissa Wheelock (ESU 10): | Present |
| John Poppert (ESU 11): | Present |
| Dr. Laura Barrett (ESU 13): | Absent |
| Phillip Picquet (ESU 15): | Present |
| James McGown (ESU 16): | Present |
| Geraldine Erickson (ESU 17): | Present |
| Dr. Takako Olson (ESU 18): | Present |
| Dr. Kanyon Chism (ESU 19): | Present |

1. Call to Order

The ESUCC Board Meeting was called to order at 8:31am.

1.1. Roll Call

2. Welcome Visitors

No additional visitors present.

3. Public Comment

No public comments provided.

4. Consent Agenda Items

4.1. Approval of Minutes

4.2. Policy 3001. Master Services Agreement

4.3. Policy 3026. Bulletin Boards and Web Page

4.4. Policy 4007. Personnel Records

4.5. Policy 4008. Separation of Employment

4.6. Policy 4011. Reimbursements

4.7. Travel Expenses Exceeding Per Diem

4.8. Cooperative Contracts

5. TeamMates READ Project Profile

ESUCC CEO Dr. Polk reviewed the attached ESUCC - TeamMates READ Project Profile document on behalf of Derek Gangwish from ESU 3.

6. Petitions and Communications to the Board

6.1. Learning Community Update

No one from the Learning Community was in attendance.

6.2. NCSA - Ambassador Program Updates

No one from NCSA was in attendance.

6.3. State Board of Education and Nebraska Department of Education Report

Dr. Shirley Vargas, Nebraska Department of Education (NDE) School Transformation Officer & Office Administrator, reviewed the linked NDE Updates 2025-26 document.

There were questions regarding funding and the options for the decision to use DIBELS as

the statewide screener.

6.4. Association of Education Service Agency (AESAs) Report

ESUCC CEO Dr. Polk will be the Lead Reviewer of an external team within the North Dakota Regional Education Associations (NDREA) Continuous Improvement Process.

ESU 3 Administrator, Dr. Dan Schnoes, is in China with AESAs.

7. Chief Executive Officer (CEO) Report

ESUCC CEO Dr. Polk reviewed the linked CEO Report to the Board — March 2026 document.

8. Bold Step Committee Reports

8.1. Lead

No report.

8.2. Influence & Invest

No report.

8.3. Advocate

No report.

8.4. SMART

ESUCC CEO Dr. Polk provided an update on SMART. ESUCC CEO Dr. Polk, ESUCC CIO Scott Isaacson, and Nathan McClenahan, ESU 10 have been providing SMART presentations to different interested states.

9. Committee Reports

9.1. Executive Committee Report

ESUCC Board President, Dr. Heimann, reviewed the Mileage Reimbursement for ESUCC Board Meetings document. There was discussion around where in the ESUCC budget the money would come from and how the ESUs would be paid for the mileage expenses. There were mixed opinions on the matter. The mileage reimbursement discussion will continue to be discussed at the April Executive Committee Meeting.

9.1.1. Claims, Financial Statements, and Assets for the Month of February

ESUCC CEO Dr. Polk reviewed the attached Budget Summary Feb 2026 UPDATED document. Drew Harris, ESU 9 Administrator, suggested having the prior year's percentage spent noted on the Budget Summary document. CEO Polk will initiate this process in the 2026-2027 fiscal year.

9.1.2. February expenses to be paid in March

ESUCC CEO Dr. Polk reviewed the attached February Expenses Payable March 2026

document.

9.1.3. Committee to Review Standards Update

ESUCC Board President, Dr. Bill Heimann, reviewed the attached Standards of Performance Practice. The Level III Program information will be created as a supplemental document.

9.1.4. ESUCC Staff Compensation Proposal for 2026-2027

ESUCC Board President, Dr. Bill Heimann, reviewed the attached ESUCC Staff Compensation Proposal 2026-2027 document. The Executive Committee met to discuss negotiations prior to the Executive Committee meeting.

9.1.5. ESUCC CEO Compensation Proposal for 2026-2027

ESUCC Board President, Dr. Bill Heimann, reviewed the attached ESUCC CEO Compensation Proposal 2026-2027 document.

9.1.6. ESUCC Job Descriptions

There were some positions which did not have a job description previously. All ESUCC staff now have job descriptions, and they will be reviewed annually when contracts are sent out.

9.2. Education Resources

Education Resources Co-Chair Dr. McNiff provided the update for the Education Committee Meeting. ESUCC CIO Scott Isaacson summarized the attached SRS Modernization and AI Roadmap document. ESUCC CLO Andrew Easton reviewed the attached Teaching & Learning ESUCC Ed Resources Committee Report-3.12.2026 document.

The subject of the DIBELS screener was brought up and discussed.

9.3. Legal Committee

Legal Committee Co-Chair Dr. Melissa Wheelock, provided the update for the Legal Committee Meeting. ESUCC Cooperative Director, Craig Peterson, reviewed the attached 2026-03 Coop Peterson Report document. ESUCC CEO Dr. Polk reviewed the attached CEO Report to the Board - March 2026 document.

Jason Bromm, Curt Bromm, and Payton Coulter from Bromm and Associates attended to provide a legislative update.

9.3.1. ESUCC Legislative Priorities

9.3.2. Bromm & Associates Lobby Retainer Agreement

9.3.3. Master Service Agreement with ESUCC

ESUCC CEO Dr. Larianne Polk reviewed the attached 2026-2027 ESUCC Master Service Agreement document.

9.4. Information Services Committee

Information Services Committee Co-Chair Gregg Robke, provided the update for the

Information Services Committee Meeting. ESUCC CEO Dr. Polk reviewed the attached Cybersecurity LB599 flyer.

10. ESU Share Out and New Chief Administrator Topics

11. Adjournment

The ESUCC Board Meeting adjourned at 12:38pm.

Minutes respectfully submitted by Executive Secretary to the CEO, Mindy Reed.

Nebraska Open Meetings Act

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

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

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

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

- (1)(a) Public body means (i) governing bodies of all political subdivisions of the State of Nebraska, (ii) governing bodies of all agencies, created by the Constitution of Nebraska, statute, or otherwise pursuant to law, of the executive department of the State of Nebraska, (iii) all independent boards, commissions, bureaus, committees, councils, subunits, or any other bodies created by the Constitution of Nebraska, statute, or otherwise pursuant to law, (iv) all study or advisory committees of the executive department of the State of Nebraska whether having continuing existence or appointed as special committees with limited existence, (v) advisory committees of the bodies referred to in subdivisions (i), (ii), and (iii) of this subdivision, and (vi) instrumentalities exercising essentially public functions; and
- (b) Public body does not include (i) subcommittees of such bodies unless a quorum of the public body attends a subcommittee meeting or unless such subcommittees are holding hearings, making policy, or taking formal action on behalf of their parent body, except that all meetings of any subcommittee established under section 81-15,175 are subject to the Open Meetings Act, (ii) entities conducting judicial proceedings unless a court or other judicial body is exercising rulemaking authority, deliberating, or deciding upon the issuance of administrative orders, and (iii) the Judicial Resources Commission or subcommittees or subgroups of the commission;
- (2) Meeting means all regular, special, or called meetings, formal or informal, of any public body for the purposes of briefing, discussion of public business, formation of tentative policy, or the taking of any action of the public body; and
- (3) Virtual conferencing means conducting or participating in a meeting electronically or telephonically with interaction among the participants subject to subsection (2) of section 84-1412.

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

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

- (a) Strategy sessions with respect to collective bargaining, real estate purchases, pending litigation, or litigation which is imminent as evidenced by communication of a claim or threat of litigation to or by the public body;
- (b) Discussion regarding deployment of security personnel or devices;
- (c) Investigative proceedings regarding allegations of criminal misconduct;
- (d) Evaluation of the job performance of a person when necessary to prevent needless injury to the reputation of a person and if such person has not requested a public meeting;
- (e) For the Community Trust created under section 81-1801.02, discussion regarding the amounts to be paid to individuals who have suffered from a tragedy of violence or natural disaster; or
- (f) For public hospitals, governing board peer review activities, professional review activities, review and discussion of medical staff investigations or disciplinary actions, and any strategy session concerning transactional negotiations with any referral source that is required by federal law to be conducted at arms length.

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

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

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

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

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

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

(1)(a) Except as provided in subsection (9) of this section, each public body shall give reasonable advance publicized notice of the time and place of each meeting 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 committees, such notice shall be given by:

- (A)(I) Publication in a newspaper of general circulation within the public body's jurisdiction that is finalized for printing prior to the time and date of the meeting, (II) posting on such newspaper's website, if available, and
- (III) posting on a statewide website, if available, established and maintained as a repository for such notices by a majority of Nebraska newspapers. Such notice shall be placed in the newspaper and on the websites by the newspaper; or
- (B)(I) Posting to the newspaper's website, if available, and (II) posting to a statewide website, if available, established and maintained as a repository for such notices by a majority of Nebraska newspapers if no edition of a newspaper of general circulation within the public body's jurisdiction is to be finalized for printing prior to the time and date of the meeting. Such notice shall be placed in the newspaper and on the websites by the newspaper.

(ii) In the case of the governing body of a city of the second class or village, any advisory committee of such governing body, or the governing body of a rural or suburban fire protection district, such notice shall be given by:

- (A)(I) Publication in a newspaper of general circulation within the public body's jurisdiction that is finalized for printing prior to the time and date of the meeting, (II) posting on such newspaper's website, if available, and (III) posting on a statewide website, if available, established and maintained as a repository for such notices by a majority of Nebraska newspapers. Such notice shall be placed in the newspaper and on the websites by the newspaper;
- (B)(I) Posting to the newspaper's website, if available, and (II) posting on a statewide website, if available, established and maintained as a repository for such notices by a majority of Nebraska newspapers if no edition of a newspaper of general circulation within the public body's jurisdiction is to be

finalized for printing prior to the time and date of the meeting. Such notice shall be placed in the newspaper and on the websites by the newspaper; or

- (C) Posting written notice in three conspicuous public places in such city, village, or district. Such notice shall be posted by the public body 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.

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

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

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

(e) Such notice shall contain an agenda of subjects known at the time of the publicized notice or a statement that the agenda, which shall be kept continually current, shall be readily available for public inspection at the principal office of the public body during normal business hours. Agenda items shall be sufficiently descriptive to give the public reasonable notice of the matters to be considered at the meeting. Except for items of an emergency nature, the agenda shall not be altered later than (i) twenty-four hours before the scheduled commencement of the meeting or (ii) forty-eight hours before the scheduled commencement of a meeting of a city council or village board scheduled outside the corporate limits of the municipality. The public body shall have the right to modify the agenda to include items of an emergency nature only at such public meeting.

(2)(a) The following entities may hold a meeting by means of virtual conferencing if the requirements of subdivision (2)(b) of this section are met:

- (i) A state agency, state board, state commission, state council, or state committee, or an advisory committee of any such state entity;
- (ii) An organization, including the governing body, created under the Interlocal Cooperation Act, the Joint Public Agency Act, or the Municipal Cooperative Financing Act;
- (iii) The governing body of a public power district having a chartered territory of more than one county in this state;
- (iv) The governing body of a public power and irrigation district having a chartered territory of more than one county in this state;
- (v) An educational service unit;
- (vi) The Educational Service Unit Coordinating Council;
- (vii) An organization, including the governing body, of a risk management pool or its advisory committees organized in accordance with the Intergovernmental Risk Management Act;
- (viii) A community college board of governors;
- (ix) The Nebraska Brand Committee;
- (x) A local public health department;
- (xi) A metropolitan utilities district;
- (xii) A regional metropolitan transit authority; and
- (xiii) A natural resources district.

(b) The requirements for holding a meeting by means of virtual conferencing are as follows:

(i) Reasonable advance publicized notice is given as provided in subsection (1) of this section, including providing access to a dial-in number or link to the virtual conference;

(ii) In addition to the public's right to participate by virtual conferencing, reasonable arrangements are made to accommodate the public's right to attend at a physical site and participate as provided in section 84-1412, including reasonable seating, in at least one designated site in a building open to the public and identified in the notice, with: At least one member of the entity holding such meeting, or his or her designee, present at each site; a recording of the hearing by audio or visual recording devices; and a reasonable opportunity for input, such as public comment or questions, is provided to at least the same extent as would be provided if virtual conferencing was not used;

(iii) At least one copy of all documents being considered at the meeting is available at any physical site open to the public where individuals may attend the virtual conference. The public body shall also provide links to an electronic copy of the agenda, all documents being considered at the meeting, and the current version of the Open Meetings Act; and

(iv) Except as otherwise provided in this subdivision or subsection (4) of section 79-2204, no more than one-half of the meetings of the state entities, advisory committees, boards, councils, organizations, or governing bodies are held by virtual conferencing in a calendar year. In the case of (a) an organization created under the Interlocal Cooperation Act that sells electricity or natural gas, (b) an organization created under the Municipal Cooperative Financing Act, (C) a governing body of a risk management pool and any advisory committee of such governing body, or (D) any advisory committee of any state entity created in response to the Opioid Prevention and Treatment Act, such organization, governing body, or committee may hold more than one-half of its meetings by virtual conferencing if such organization holds at least one meeting each calendar year that is not by virtual conferencing.

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

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

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

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

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

(b) The public body shall provide access by providing a dial-in number or a link to the virtual conference. The public body shall also provide links to an electronic copy of the agenda, all documents being considered at the meeting, and the current version of the Open Meetings Act. Reasonable arrangements shall be made to accommodate the public's right to hear and speak at the meeting and record the meeting. Subsection (4) of this section shall be complied with in conducting such meetings.

(c) The nature of the emergency shall be stated in the minutes. Complete minutes of such meeting specifying the nature of the emergency and any formal action taken at the meeting shall be made available for inspection as provided in subsection (5) of section 84-1413.

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

- (a) The purpose of the virtual meeting is to discuss items that are scheduled to be discussed or acted upon at a subsequent non-virtual open meeting of the public body;
- (b) No action is taken by the public body at the virtual meeting; and
- (c) The public body complies with subdivisions (2)(b)(i) and (ii) of this section.

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

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

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

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

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

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

(6) No public body shall be deemed in violation of this section if it holds a meeting outside of this state if, but only if:

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

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

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

84-1413. Meetings; minutes; roll call vote; secret ballot; when; agenda and minutes; required on website; when.

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

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

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

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

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

(6) Beginning July 31, 2022, the governing body of a natural resources district, the city council of a city of the metropolitan class, the city council of a city of the primary class, the city council of a city of the first class, the county board of a county with a population greater than twenty-five thousand inhabitants, and the school board of a school district shall make available on such entity's public website the agenda and minutes of any meeting of the governing body. The agenda shall be placed on the website at least twenty-four hours before the meeting of the governing body. Minutes shall be placed on the website at such time as the minutes are available for inspection as provided in subsection (5) of this section. This information shall be available on the public website for at least six months.

84-1414. Unlawful action by public body; declared void or voidable by district court; when; duty to enforce open meeting laws; citizen's suit; procedure; violations; penalties.

(1) Any motion, resolution, rule, regulation, ordinance, or formal action of a public body made or taken in violation of the Open Meetings Act shall be declared void by the district court if the suit is commenced within one hundred twenty days of the meeting of the public body at which the alleged violation occurred. Any motion, resolution, rule, regulation, ordinance, or formal action of a public body made or taken in substantial violation of the Open Meetings Act shall be voidable by the district court if the suit is commenced more than one hundred twenty days after but within one year of the meeting of the public body in which the alleged violation occurred. A suit to void any final action shall be commenced within one year of the action.

(2) The Attorney General and the county attorney of the county in which the public body ordinarily meets shall enforce the Open Meetings Act.

(3) Any citizen of this state may commence a suit in the district court of the county in which the public body ordinarily meets or in which the plaintiff resides for the purpose of requiring compliance with or preventing violations of the Open Meetings Act, for the purpose of declaring an action of a public body void, or for the purpose of determining the applicability of the act to discussions or decisions of the public body. It shall not be a defense that the citizen attended the meeting and failed to object at such time. The court may order payment of reasonable attorney's fees and court costs to a successful plaintiff in a suit brought under this section.

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

Revised 06/2025

Educational Service Unit Administrators 2025-2026

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Cell: 308-830-3578
W: 308-237-5927
F: 308-237-5920
mwheelock@esu10.org

ESU 11 - John Poppert
412 West 14th Avenue
PO Box 858
Holdrege, NE 68949-0858
Cell: 402-366-0942
W: 308-995-6585
F: 308-995-6587
john.poppert@esu11.org

ESU 13 - Dr. Laura Barrett
4215 Avenue I
Scottsbluff, NE 69361-4902
Cell: 308-631-3933
W: 308-635-3696
F: 308-633-3752
LBarrett@esu13.org

ESU 15 - Phillip Picquet
344 Main
PO Box 398
Trenton, NE 69044-0398
Cell: 402-326-3432
W: 308-334-5160
F: 308-334-5581
ppicquet@esu15.org

ESU 16 - James McGown
314 West First Street
Ogallala, NE 69153
Cell: 308-250-0609
W: 308-284-7518
F: 308-284-8483
jmcgown@esusixteen.org

ESU 17 - Geraldine Erickson
207 North Main
Ainsworth, NE 69210
Cell: 402-822-0047
W: 402-387-1420
gerickson17@esu17.org

ESU 18 - Dr. Takako Olson
5905 O Street
Lincoln, NE 68510
Cell: 402-430-5909
W: 402-436-1000
F: 402-436-1682
tnagaya@lps.org

ESU 19 - Dr. Kanyon Chism
3215 Cuming Street
Omaha, NE 68131
Cell 402-917-3166
W: 531-299-7200
Kanyon.Chism@ops.org

ESUCC CEO - Dr. Larianne Polk
6949 South 110th Street
La Vista, NE 68128-5722
Cell: 402-720-4977
W: 402-597-4915
lpolk@esuucc.org



ESUCC

ESUCC Regular Board Meeting

Friday, February 13, 2026, 8:00 AM

ESU 18/LPS Admin Building Plus Zoom, 5905 O Street, Lincoln, NE 68510

Posted Locations:

Omaha World-Herald

ESUCC webpage

NE Public Meetings

Posted Date: 02.06.2026

Attendance Taken at 8:00 AM.

Dr. Bill Heimann (ESU 01): Present

Mitch Hoffer (ESU 02): Present

Dr. Dan Schnoes (ESU 03): Present

Gregg Robke (ESU 04): Present

Dr. Brenda McNiff (ESU 05): Present

Dr. Brian Maschmann (ESU 06): Present

Marci Ostmeyer (ESU 07): Present

Corey Dahl (ESU 08): Present

Drew Harris (ESU 09): Present

Dr. Melissa Wheelock (ESU 10): Present

John Poppert (ESU 11): Present

Dr. Laura Barrett (ESU 13): Present

Phillip Picquet (ESU 15): Present

James McGown (ESU 16): Present

Geraldine Erickson (ESU 17): Present

Dr. Takako Olson (ESU 18): Present

Dr. Kanyon Chism (ESU 19): Present

Attendance Update Taken at 8:18 AM.

Dr. Dan Schnoes (ESU 03): Absent

Attendance Update Taken at 8:21 AM.

Dr. Dan Schnoes (ESU 03): Present
Attendance Update Taken at 8:42 AM.

Dr. Dan Schnoes (ESU 03): Absent
Attendance Update Taken at 9:33 AM.

Dr. Melissa Wheelock (ESU 10): Absent

1. Call to Order

Meeting Notice: Pursuant to Section 84-1411 of the Nebraska Statutes, notice of this meeting was given by advertisement on the ESUCC website, NE Public Meeting site, and host site.

Open Meetings Law: Pursuant to Section 84-1412 of the Nebraska Statutes, the public is hereby informed that a current copy of the Nebraska Open Meetings Act is posted in this meeting room.

Closed Session: The ESUCC board may enter closed session during the meeting when it determines that doing so is appropriate and is authorized by the provisions of the Open Meetings Act.

The board meeting was called to order at 8:00am.

1.1. Roll Call

2. Welcome Visitors

Notice to visitors: To be heard at this meeting, the "Request to be Heard" form, must be completed and submitted to the Secretary to the Executive Director of ESUCC. The President of the Board of ESUCC will call upon visitors wishing to address the Board in the order they were submitted or by subject.

No additional visitors.

3. Public Comment

To be heard at this meeting, the "Request to be Heard" form has been completed and submitted to the Secretary to the Executive Director of ESUCC. The President of the Board of ESUCC will now call upon visitors requesting to address the Board in the order they were submitted or by subject.

No public comments provided.

4. Consent Agenda Items

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

Consent Agenda Items:

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

Recommended Motion: Take all necessary action to approve the consent agenda as presented. Take all necessary action to approve the consent agenda as presented. Passed with a motion by Dahl, Corey (ESU 08) and a second by Poppert, John (ESU 11).

| | |
|--------------------------------|----------------------------|
| Dr. Bill Heimann (ESU 01): | Yea |
| Mitch Hoffer (ESU 02): | Yea |
| Dr. Dan Schnoes (ESU 03): | Yea |
| Gregg Robke (ESU 04): | Yea |
| Dr. Brenda McNiff (ESU 05): | Abstain (Without Conflict) |
| Dr. Brian Maschmann (ESU 06): | Yea |
| Marci Ostmeyer (ESU 07): | Yea |
| Corey Dahl (ESU 08): | Yea |
| Drew Harris (ESU 09): | Yea |
| Dr. Melissa Wheelock (ESU 10): | Yea |
| John Poppert (ESU 11): | Yea |
| Dr. Laura Barrett (ESU 13): | Yea |
| Phillip Picquet (ESU 15): | Yea |
| James McGown (ESU 16): | Yea |
| Geraldine Erickson (ESU 17): | Yea |
| Dr. Takako Olson (ESU 18): | Yea |
| Dr. Kanyon Chism (ESU 19): | Yea |

Yea: 16, Nay: 0, Abstain (Without Conflict): 1

4.1. Approval of Minutes

This is a consent item.

4.2. Policy 3031. Communications to the Board

This is a consent item.

4.3. Policy 4021. Drug-Free Workplace

This is a consent item.

4.4. Policy 4022. Notification of Arrest

This is a consent item.

4.5. Policy 4023. Weapons

This is a consent item.

4.6. Policy 4024. FMLA

This is a consent item.

4.7. Travel Expenses Exceeding Per Diem

- Scott Isaacson, ESUCC CIO - January PDO/Committees/Board Meeting (Jan 13-16, 2026)
 - Lodging: Per Diem = \$330. Actual Cost = \$483.30.
 - Meals: Per Diem = \$170. Actual Cost = \$58.11.
 - Total Overage = \$41.41
- Andrew Easton, ESUCC CLO - January PDO (Jan 13-14, 2026)
 - Lodging: Per Diem = \$110. Actual Cost = \$161.10.
 - Meals: Per Diem = \$51.00. Actual Cost = \$22.69.
 - Total Overage = \$22.79
- Shara Johnson, CANVAS - January PDO (Jan 13-14, 2026)
 - Lodging: Per Diem = \$110. Actual Cost = \$179.
 - Meals: Per Diem = \$51.00. Actual Cost = \$0.
 - Total Overage = \$18.00

This is a consent item.

4.8. Cooperative Contracts

This is a consent item.

4.9. Approve the Disposal of Property

5 monitor stands (these are the original stands that come with monitors)

8 Apple plug adapters (we just have an overabundance of them)

2 Iogi Headphones - No tag - out o date equipment

2- Mpow Headphones - no tag - outdated equipment

1- Shokz Headpone - No Tag - outdated equipment

Tag #563 - Computer Camera - Outdated Equipment

Tag # 0369. - Apple TV adapter

tag #1151 - keyboard

Tag # 0320 - keyboard

2- Apple Keyboards no tag

Tag # 0211 - keyboard

1- Macally keyboard no tag

Tag #474 - Apple Computer - Screen does not work

Tag # 0349- ClamCase Pro - Does not work

ESUCC CIO Scott Isaacson has approved these items to be removed from inventory.

Should these items be approved to be recycled, Project Secretary, Erin Bussen will complete and file a COD form.

This is a consent item.

5. Petitions and Communications to the Board

5.1. Learning Community Update

Gerald Kuhn, CEO of the Learning Community, provided updates on [LB 924](#) for the Learning Community, the Community Action Plan (CAP), and plans for a community parade to spread the word on services in their area.

5.2. NCSA - Ambassador Program Updates

Kevin Wingard, NCSA Ambassador, reviewed the attached 26 ESUCC Board Mtg Report.

5.3. State Board of Education and Nebraska Department of Education Report

Dr. Shirley Vargas, Nebraska Department of Education (NDE) School Transformation Officer & Office Administrator, reviewed the linked NDE Updates 2025-26 document.

5.4. Association of Education Service Agency (AESA) Report

Dr. Schnoes, ESU 3 Administrator, provided the AESA Update. PsychPlus will be joining the AESA Team as a business partner. There will be an AESA reception at the AASA conference in Nashville, TN.

6. Chief Executive Officer (CEO) Report

During this report, Chief Executive Officer Polk, will provide an update to the ESUCC Board.

- CEO Report to the Board - February 2026

ESUCC CEO Dr. Polk reviewed the attached CEO Report to the Board - February 2026. Dr. Heimann had questions regarding the purchasing process for the tech products in the General MOU. ESUCC Coop Director, Craig Peterson, and ESUCC CIO, Scott Isaacson, will work together to make sure everything is communicated on how to order.

7. Bold Step Committee Reports

7.1. Lead

Members:

Bill Heimann, ESU 1

Mitch Hoffer, ESU 2

Brenda McNiff, ESU 5 (Chair)

Drew Harris, ESU 9

Laura Barrett, ESU 13

James McGown, ESU 16

Kanyon Chism, ESU 19

No report.

7.2. Influence & Invest

Members:

Gregg Robke, ESU 4

Corey Dahl, ESU 8

Melissa Wheelock, ESU 10

John Poppert, ESU 11

Takako Olson, ESU 18

Kanyon Chism, ESU 19 (Chair)

No report.

7.3. Advocate

Members:

Brian Maschmann, ESU 6

Corey Dahl, ESU 8

Drew Harris, ESU 9 (Chair)
John Poppert, ESU 11
Phillip Picquet, ESU 15
James McGown, ESU 16
Geraldine Erickson, ESU 17
No report.

7.4. SMART

Members:

Mitch Hoffer, ESU 2
Dan Schnoes, ESU 3
Gregg Robke, ESU 4
Marci Ostmeyer, ESU 7
Melissa Wheelock, ESU 10
Phillip Picquet, ESU 15 (Chair)
Takako Olson, ESU 18

Phillip Picquet, ESU 15 Administrator, provided the SMART update. K&S is helping us write a grant for SMART. The grant is to develop SMART through STEM research and data collection. ESUCC CEO, Dr. Polk, will reach out to Administrators to ask for assistance in gathering data.

8. Committee Reports

8.1. Executive Committee Report

The Board President will provide an update from the committee meeting held on February 12, 2026.

Committee Members:

- Board President: Dr. Bill Heimann
- Board Past President: Dr. Brenda McNiff
- Board President-Elect: Dr. Melissa Wheelock
- Secretary: Dr. Laura Barrett
- Treasurer: Geraldine Erickson

ESUCC Board President, Dr. Heimann, provided the Executive Committee meeting update. Next month there will be a presentation regarding staff salaries and negotiations. The Executive Committee will meet prior to the March board meeting to go over the negotiation proposals. There was discussion regarding board member mileage for attending ESUCC board meetings. There is a list of questions which need to be answered prior to bringing it forward to the full board.

ESUCC CEO Dr. Polk reviewed the attached CEO Report to the Board - February 2026.

8.1.1. Claims, Financial Statements, and Assets for the Month of January

Other financial reports are available upon request to the ESUCC CEO.

Committee Recommended Motion: Discuss, consider, and take all necessary action to approve

the claims, financial statements, and assets for the month of January.

ESUCC CEO Dr. Polk, reviewed the attached Budget Summary January 2026.

Discuss, consider, and take all necessary action to approve the claims, financial statements, and assets for the month of January Passed with a motion by Dahl, Corey (ESU 08) and a second by Erickson, Geraldine (ESU 17).

| | |
|--------------------------------|----------------------------|
| Dr. Bill Heimann (ESU 01): | Yea |
| Mitch Hoffer (ESU 02): | Yea |
| Gregg Robke (ESU 04): | Yea |
| Dr. Brenda McNiff (ESU 05): | Abstain (Without Conflict) |
| Dr. Brian Maschmann (ESU 06): | Yea |
| Marci Ostmeyer (ESU 07): | Yea |
| Corey Dahl (ESU 08): | Yea |
| Drew Harris (ESU 09): | Yea |
| Dr. Melissa Wheelock (ESU 10): | Yea |
| John Poppert (ESU 11): | Yea |
| Dr. Laura Barrett (ESU 13): | Yea |
| Phillip Picquet (ESU 15): | Yea |
| James McGown (ESU 16): | Yea |
| Geraldine Erickson (ESU 17): | Yea |
| Dr. Takako Olson (ESU 18): | Yea |
| Dr. Kanyon Chism (ESU 19): | Yea |

Yea: 15, Nay: 0, Abstain (Without Conflict): 1

8.1.2. January Expenses to be paid in February

Committee Recommended Motion: Discuss, consider, and take all necessary action to approve the January expenses to be paid in February.

Discuss, consider, and take all necessary action to approve the January expenses to be paid in February Passed with a motion by Erickson, Geraldine (ESU 17) and a second by Harris, Drew (ESU 09).

| | |
|--------------------------------|----------------------------|
| Dr. Bill Heimann (ESU 01): | Yea |
| Mitch Hoffer (ESU 02): | Yea |
| Gregg Robke (ESU 04): | Yea |
| Dr. Brenda McNiff (ESU 05): | Abstain (Without Conflict) |
| Dr. Brian Maschmann (ESU 06): | Yea |
| Marci Ostmeyer (ESU 07): | Yea |
| Corey Dahl (ESU 08): | Yea |
| Drew Harris (ESU 09): | Yea |
| Dr. Melissa Wheelock (ESU 10): | Yea |
| John Poppert (ESU 11): | Yea |
| Dr. Laura Barrett (ESU 13): | Yea |

Phillip Picquet (ESU 15): Yea
James McGown (ESU 16): Yea
Geraldine Erickson (ESU 17): Yea
Dr. Takako Olson (ESU 18): Yea
Dr. Kanyon Chism (ESU 19): Yea
Yea: 15, Nay: 0, Abstain (Without Conflict): 1

8.1.3. Strategic Planning Proposals

ESUCC Board President, Dr. Heimann will review the attached summary packet of the three strategic planning proposals and the Committee will make a recommendation on one proposal.

Committee Recommended Motion: Discuss, consider, and take all necessary action to approve the Mission Matters Strategic Plan Proposal.

Corey Dahl, ESU 8 Administrator, has worked with Mission Matters, and he was pleased with their work.

Discuss, consider, and take all necessary action to approve the Mission Matters Strategic Plan Proposal Passed with a motion by Dahl, Corey (ESU 08) and a second by Olson, Takako (ESU 18).

Dr. Bill Heimann (ESU 01): Yea
Mitch Hoffer (ESU 02): Yea
Gregg Robke (ESU 04): Yea
Dr. Brenda McNiff (ESU 05): Yea
Dr. Brian Maschmann (ESU 06): Yea
Marc Ostmeyer (ESU 07): Yea
Corey Dahl (ESU 08): Yea
Drew Harris (ESU 09): Yea
Dr. Melissa Wheelock (ESU 10): Yea
John Poppert (ESU 11): Yea
Dr. Laura Barrett (ESU 13): Yea
Phillip Picquet (ESU 15): Yea
James McGown (ESU 16): Yea
Geraldine Erickson (ESU 17): Yea
Dr. Takako Olson (ESU 18): Yea
Dr. Kanyon Chism (ESU 19): Yea

Yea: 16, Nay: 0

8.1.4. Committee to Review Standards Update

The Committee to Review Standards will review the proposed standards changes.

Dr. Laura Barrett, ESU 13 Administrator, reviewed the changes made to the attached ESU Standards of Performance Practice Proposed Changes Feb 2026 Clean Copy document.

8.1.5. Transition Services Agreement Between the ESU Coordinating Council and ESU 10 PowerSchool Consortium Support

ESUCC CEO Dr. Larianne Polk will reivev the attached signed agreement.
ESUCC CEO Dr. Polk provided an update regarding the support for ESU 10 PowerSchool.

8.2. Education Resources

The Committee Chairperson(s) will provide an update from the committee meeting held on February 12, 2026.

Committee Members:

- Co-Chair: Dr. Brenda McNiff
- Co-Chair: Dr. Laura Barrett
- Marci Ostmeyer
- Geraldine Erickson
- Dr. Kanyon Chism

Dr. Laura Barrett, ESU 13 Administrator, provided the Educational Resources Committee Meeting update.

ESUCC CEO Dr. Polk reviewed the attached CEO Report to the Board - February 2026.

8.2.1. ESU Special Education Director (ESPD) Affiliate Report
ESPD will present their budget request for 2026-2027.

Committee Recommended Motion: Discuss, consider, and take all necessary action to approve the ESPD budget for 2026-2027 as presented.

Discuss, consider, and take all necessary action to approve the ESPD budget for 2026-2027 as presented Passed with a motion by Chism, Kanyon (ESU 19) and a second by McNiff, Brenda (ESU 05).

| | |
|-------------------------------|-----|
| Dr. Bill Heimann (ESU 01): | Yea |
| Mitch Hoffer (ESU 02): | Yea |
| Gregg Robke (ESU 04): | Yea |
| Dr. Brenda McNiff (ESU 05): | Yea |
| Dr. Brian Maschmann (ESU 06): | Yea |
| Marci Ostmeyer (ESU 07): | Yea |
| Corey Dahl (ESU 08): | Yea |
| Drew Harris (ESU 09): | Yea |
| John Poppert (ESU 11): | Yea |
| Dr. Laura Barrett (ESU 13): | Yea |
| Phillip Picquet (ESU 15): | Yea |
| James McGown (ESU 16): | Yea |
| Geraldine Erickson (ESU 17): | Yea |
| Dr. Takako Olson (ESU 18): | Yea |
| Dr. Kanyon Chism (ESU 19): | Yea |

Yea: 15, Nay: 0

8.2.2. Teaching and Learning with Technology (TLT) Affiliate
TLT will present their budget request for 2026- 2027.

Committee Recommended Motion: Discuss, consider, and take all necessary action to approve the TLT budget for 2026-2027 as presented.

Discuss, consider, and take all necessary action to approve the TLT budget for 2026-2027 as presented Passed with a motion by Erickson, Geraldine (ESU 17) and a second by Maschmann, Brian (ESU 06).

| | |
|-------------------------------|-----|
| Dr. Bill Heimann (ESU 01): | Yea |
| Mitch Hoffer (ESU 02): | Yea |
| Gregg Robke (ESU 04): | Yea |
| Dr. Brenda McNiff (ESU 05): | Yea |
| Dr. Brian Maschmann (ESU 06): | Yea |
| Marci Ostmeyer (ESU 07): | Yea |
| Corey Dahl (ESU 08): | Yea |
| Drew Harris (ESU 09): | Yea |
| John Poppert (ESU 11): | Yea |
| Dr. Laura Barrett (ESU 13): | Yea |
| Phillip Picquet (ESU 15): | Yea |
| James McGown (ESU 16): | Yea |
| Geraldine Erickson (ESU 17): | Yea |
| Dr. Takako Olson (ESU 18): | Yea |
| Dr. Kanyon Chism (ESU 19): | Yea |

Yea: 15, Nay: 0

8.2.3. Federal Landscape Update

Amy Rhone, Nebraska Department of Education, Office of Special Education Administrator/State Director, will provide an update on the federal landscape focusing on IDEA and Special Education.

Amy Rhone, Nebraska Department of Education, Office of Special Education Administrator/State Director, was unable to attend. Dr. Barrett, ESU 13 Administrator, encouraged the board to listen to the Educational Resources Committee Meeting recording.

8.3. Legal Committee

The Committee Chairperson(s) will provide an update from the committee meeting held on February 12, 2026.

During this time, or around 11am CST, Bromms will be invited to speak to the board.

Committee Members:

- Co-Chair: Dr. Melissa Wheelock

- Co-Chair: Phillip Picquet
- Dr. Bill Heimann
- Dr. Dan Schnoes
- Drew Harris
- John Poppert
- Dr. Takako Olson

Phillip Picquet, ESU 15 Administrator, provided the Legal Committee Meeting update.

ESUCC CEO Dr. Polk reviewed the attached CEO Report to the Board - February 2026.

8.3.1. ESUCC Legislative Priorities

Discuss any relevant legislative bills or concepts and provide direction for CEO Polk.

ESUCC CEO Dr. Polk reviewed the attached ESUCC Legislative Priorities 2026 document. ESUCC CEO Dr. Polk greatly appreciates the Administrators and the time everyone takes to fill out information requested.

8.4. Information Services Committee

The Committee Chairperson(s) will provide an update from the committee meeting held on February 12, 2026.

Committee Members:

- Co-Chair: Gregg Robke
- Co-Chair: James McGown
- Mitch Hoffer
- Dr. Brian Maschmann
- Corey Dahl

Gregg Robke, ESU 4 Administrator, provided the Information Services Committee Meeting update.

8.4.1. Network Operations Coordinator (NOC)

NOC will present their budget request for 2026-2027.

Committee Recommended Motion: Discuss, consider, and take all necessary action to approve the NOC budget for 2026-2027 as presented.

Discuss, consider, and take all necessary action to approve the NOC budget for 2026-2027 as presented Passed with a motion by Robke, Gregg (ESU 04) and a second by Dahl, Corey (ESU 08).

Dr. Bill Heimann (ESU 01): Yea

Mitch Hoffer (ESU 02): Yea

Gregg Robke (ESU 04): Yea

Dr. Brenda McNiff (ESU 05): Abstain (Without Conflict)
Dr. Brian Maschmann (ESU 06): Yea
Marci Ostmeyer (ESU 07): Yea
Corey Dahl (ESU 08): Yea
Drew Harris (ESU 09): Yea
John Poppert (ESU 11): Yea
Dr. Laura Barrett (ESU 13): Yea
Phillip Picquet (ESU 15): Yea
James McGown (ESU 16): Yea
Geraldine Erickson (ESU 17): Abstain (Without Conflict)
Dr. Takako Olson (ESU 18): Yea
Dr. Kanyon Chism (ESU 19): Yea
Yea: 13, Nay: 0, Abstain (Without Conflict): 2

9. ESU Share Out and New Chief Administrator Topics

There was a question and discussion around background re-checks for existing staff.

10. Adjournment

The board meeting adjourned at 10:23am.

Minutes respectfully submitted by the ESUCC Executive Secretary to the CEO, Mindy Reed.

3001. Master Services Agreement

The ESUCC will determine annually the various statewide services and rates that ESUs will be charged through the Master Service Agreement.

| | |
|--------------------|---------------------------|
| Legal Reference: | Neb. Rev. Stat. § 79-1248 |
| Date of Adoption: | January 14, 2025 |
| Date(s) of Review: | March 18, 2026 |

3026. Bulletin Boards and Web Page

ESUCC bulletin boards and electronic media (web page) and other communication devices are maintained for the purposes of conveying information about ESUCC activities and programs and for educational purposes related to such activities and programs. The ESUCC's communication devices are designated as non-public forums, meaning that the devices are not open for public use.

Information posted or displayed on the ESUCC's communication devices may not include political advertising, communications promoting particular religious beliefs, controversial topics or positions not consistent with the mission of the ESU, or communications that promote activities not suitable for school-age children.

Any website links on the ESUCC web page that are permitted to be posted shall not be considered to be endorsed or sponsored by the ESUCC. The ESUCC makes no representations or warranties of any kind with regard any such links.

| | |
|--------------------|------------------|
| Legal Reference: | |
| Date of Adoption: | October 17, 2025 |
| Date(s) of Review: | March 18, 2026 |

4007. Personnel Records

ESUCC assigned staff members from ESU 17 should consult the policies and employment handbooks of ESUCC regarding access to and maintenance of personnel records as designated in the Interlocal Agreement between ESU 17 and the ESUCC.

| | |
|--------------------|----------------------------|
| Legal Reference: | Neb. Rev. Stat. § 79-8,109 |
| Date of Adoption: | April 14, 2025 |
| Date(s) of Review: | March 18, 2026 |

4008. Separation of Employment

The ESUCC Chief Executive Officer has the authority to notify the ESU 17 of the ESUCC's desire to remove any ESU 17 employee assigned to provide services to the ESUCC. The ESUCC has the authority to process all retirements, resignations, cancellations, contract amendments, non-renewals and terminations of employment for any employee employed by the ESUCC, pursuant to law.

The ESUCC Board President has the authority to notify ESU 17 of the ESUCC Board's desire to remove the ESUCC CEO from the ESUCC.

| | |
|--------------------|-----------------------------------|
| Legal Reference: | Neb. Rev. Stat. § 79-1234, et seq |
| Date of Adoption: | April 14, 2025 |
| Date(s) of Review: | March 18, 2026 |

4011. Reimbursements

The ESUCC Board or its Chief Executive Officer may require a staff member to attend relevant professional meetings, training, and other such events as the Board deems appropriate. The Board may reimburse the staff member for his/her actual expenses incurred in attending such meetings as permitted by law and approved by the Board.

To receive reimbursement for travel or business related expenditures, ESUCC staff members must submit all forms or information required by the Chief Executive Officer or as established by policy and procedure. Requests for reimbursement shall be made as soon as reasonably possible after they are incurred, but the board may refuse to reimburse a staff member, as permitted by law, for expenses which were accrued more than three (3) months after submission for reimbursement.

Travel reimbursement will usually be based on the IRS's mileage reimbursement allowance. An itemized receipt, meaning a receipt with totals for each reimbursable item and not just a receipt showing the total expenditure, must accompany all other reimbursement requests. No reimbursements will be issued for above the IRS per diem amount unless authorized by the ESUCC Chief Executive Officer and/or ESUCC Board.

| | |
|--------------------|---------------------------|
| Legal Reference: | Neb. Rev. Stat. § 81-1176 |
| Date of Adoption: | April 14, 2025 |
| Date(s) of Review: | March 18, 2026 |

RESOLUTION

WHEREAS, on March 18, 2026, at a duly convened and scheduled meeting of the Educational Service Unit Coordinating Council, also known as the ESUCC, it was recommended and deemed advisable that the Council enter into the Interlocal Agreement with the City of Gering to jointly bid and contract, for supplies, materials, equipment, and services through the ESUCC’s Cooperative Purchasing Program;

AND WHEREAS, consideration of the matter was a duly advertised agenda item for the said meeting of the ESUCC;

AND WHEREAS, an opportunity was afforded any interested party to comment on the matter; and the ESUCC being apprised of the various aspects of the issue;

AND WHEREAS, the Board has determined that entering into the Interlocal Agreement is in the best interests of the ESUCC and its members and is appropriate to provide for the efficient and effective operation of the ESUCC;

NOW BE IT THEREFORE RESOLVED that the ESUCC’s Executive Director be authorized on behalf of the ESUCC, pursuant to this Resolution, to affix his signature to the aforementioned Interlocal Agreement and to do all things necessary to comply with said Agreement.

It was so moved by _____ and seconded by _____ this 18th day of March, 2026.

Roll call vote as follows:

| | Name | <u>Yes</u> | <u>No</u> |
|--------|-------|------------|-----------|
| ESU 1: | _____ | ___ | ___ |
| ESU 2: | _____ | ___ | ___ |
| ESU 3: | _____ | ___ | ___ |
| ESU 4: | _____ | ___ | ___ |
| ESU 5: | _____ | ___ | ___ |
| ESU 6: | _____ | ___ | ___ |

ESU 7: _____

ESU 8: _____

ESU 9: _____

ESU 10: _____

ESU 11: _____

ESU 13: _____

ESU 15: _____

ESU 16: _____

ESU 17: _____

ESU 18: _____

ESU 19: _____

INTERLOCAL AGREEMENT FOR COOPERATIVE PUBLIC/GOVERNMENTAL PURCHASING

This Interlocal Agreement ("Agreement") is made and entered into under the provisions of the Nebraska Interlocal Cooperation Act, NEB. REV. STAT. §§ 13-801 to 13-827 ("Act"), between the Educational Service Unit Coordinating Council, commonly known as ESUCC ("ESUCC"), and the City of Gering, commonly known as the City of Gering. The parties are referred to collectively as "Agencies."

WHEREAS, the Act, provides that two or more public agencies may enter into an agreement for joint or cooperative action, and this Agreement is made and entered into pursuant to the provisions of that Act; and

WHEREAS, each entity is a "public agency" pursuant to NEB. REV. STAT. § 13-803(2), as amended;

WHEREAS, the ESUCC and the City of Gering desire to jointly bid and contract, for supplies, materials, equipment, and services through the ESUCC's Cooperative Purchasing Program;

WHEREAS, each party agrees to extend to the other party the right to purchase pursuant to such bids and contracts to the extent permitted by law, and to the extent agreed upon between each party and the bidder, contractor, vendor, supplier, or service provider;

WHEREAS, the Agencies desire to make the most efficient use of their taxing authority and other powers to enable them to cooperate with each other and other entities as further agreed on the basis of mutual advantage to provide goods, services, and facilities in a manner and pursuant to forms of governmental organization that will accord the best results in terms of geographic, economic, population, and other factors that will influence the needs and development of the Agencies;

WHEREAS, the ESUCC will provide organizational and administrative structure for sourcing/bidding; provide marketing of Nebraska ESUCC Cooperative Purchasing to expand membership, awarded contracts, and commodity categories; and provide members

with current awarded vendor contracts, instructions for obtaining quotes and ordering procedures;

WHEREAS, the City of Gering commits to participate in the Nebraska ESUCC Cooperative Purchasing program by purchasing goods and services from awarded contracts when in the best interest of the entity and to pay awarded vendors in a timely manner per the Terms & Conditions of the contract for all goods and services received and

WHEREAS, the Agencies have passed resolutions authorizing each Agency to approve and enter into this Agreement;

NOW, THEREFORE, in consideration of the mutual covenants contained herein, it is agreed by the parties as follows:

1. Recitals. The foregoing Recitals are hereby incorporated into and made a part of this Agreement.

2. No Separate Legal Entity. This Agreement does not establish a separate legal or joint entity.

3. Purpose. The purposes of this Agreement are as provided in the Recitals and paragraph 6.

4. Term. This Agreement shall remain in full force and effect until terminated or modified by mutual agreement of the parties.

5. Administration. The ESUCC Executive Director shall be responsible for administering the cooperative undertaking described in this Agreement. The Administrator may take any action authorized, either explicitly or implicitly, by the Interlocal Cooperation Act, including any action that may be necessary to perform the duties and functions as provided in this Agreement.

6. Bids and Contracts. Each party from time to time may solicit public bids and enter into contracts on its own behalf to purchase supplies, material, equipment, and services. Each of the parties agrees to extend to the other party the right to purchase pursuant to such bids and contracts to the extent permitted by law, and to the extent agreed upon between each party and the bidder, contractor, vendor, supplier, or service provider. Each of the parties shall contract directly with the bidder, contractor, vendor, supplier, or

service provider, and pay directly in accordance with its own payment procedures for its own purchases. Any purchase made pursuant to this Agreement is not a purchase from either of the parties. This Agreement shall create no obligation for either of the parties to purchase any particular good or service, nor create to either of the parties any assurance, warranty, or other obligation from the other party with respect to purchasing or supplying any good or service.

7. Manner of Acquiring, Holding, and Disposing of Real and Personal Property. The Agencies do not anticipate a need to acquire, hold, or dispose of real property to accomplish the purposes of this Agreement. The Agencies' respective governing boards shall determine the manner of acquiring, holding, or disposing of real property in the event that such a need arises. In no event shall the Administrator have the authority to acquire real property on behalf of the Agencies.

8. Financing and Budgeting. Each party will finance its respective responsibilities under this agreement through its existing internal financing and budgeting processes. The parties shall provide a copy of their respective budgets to the Administrator upon request.

9. Expenses. Unless provided otherwise herein, all expenses of this Agreement shall be shared and paid equally by the Agencies.

10. Taxes. This Agreement does not grant the Agencies any authority to levy, collect, or account for any tax authorized under sections 13-318 through 13-326 or 13-2813 through 2816.

11. Nondiscrimination. The Agencies shall not discriminate against any employee or applicant who is to be employed for performance of this Agreement with respect to his or her hire, tenure, terms, conditions, or privileges of employment, because of his race, color, religion, sex, disability, or national origin.

12. Employment Eligibility Verification. The Agencies shall use a federal immigration verification system to determine the work eligibility status of employees hired on or after October 1, 2009 and who are physically performing services within the State of Nebraska. If a party employs or contracts with any subcontractor in connection with this Agreement, the contracting party shall include a provision in

the contract requiring the subcontractor to use a federal immigration verification system to determine the work eligibility status of new employees physically performing services within the State of Nebraska.

13. Termination. Either party may terminate this agreement by providing written notice to the other party not less than 60 days prior to termination. Any funds contributed to or for the benefit of this Agreement in possession of any of the Agencies upon termination of this Agreement shall be divided as nearly as practicable in proportion to the amounts contributed over the life of the Agreement. Any other personal property owned by any of the Agencies as a result of this Agreement shall be the property of the party that purchased it. In the event that the cost of the personal property was shared equally by the Agencies, the property shall be liquidated or distributed in kind upon the termination of this Agreement. If a dispute arises between the Agencies as to the value of such property or as to how it will be distributed, such property shall be sold by taking bids at public auction and selling said property to the highest bidder with the proceeds therefrom being divided equally by the Agencies. Termination shall not impair a party's obligation for its share of any outstanding indebtedness incurred under this Agreement.

14. Withdrawal. An Agency's governing board may withdraw from this Agreement by passing a resolution and submitting a copy of it to the other Agency at least 60 days in advance of the stated date of withdrawal. Withdrawal shall not impair an Agency's obligation for its share of any outstanding indebtedness.

15. Insurance. Each party shall obtain and pay for its own insurance coverage for their participation in this Agreement.

16. Notice. Each Agency giving any Notice ("Notice") under this Agreement must give written Notice by personal delivery, registered or certified Mail (in each case, return receipt requested and postage prepaid), or electronic mail (to the Agency's then executive officer or the governing board's president, with receipt confirmed). Notice shall be sent to the following addressees at the following addresses:

ESUCC: ESUCC
Attn: Executive Director

6949 South 110th Street
LaVista, NE 68128

Ewing: City of Gering
Attn: City Clerk
1025 P St.
Gering, NE 69341

Notice is effective only if the party giving the Notice has complied with this section.

17. **Amendments and Modifications.** The Agencies may amend or modify this Agreement only by a written agreement signed by both parties that identifies itself as an amendment or modification to this Agreement. No other alterations in the terms of this agreement shall be valid or binding.

18. **Severability.** If any provision of this Agreement is determined to be unenforceable, the remaining provisions of this Agreement shall remain in full force, if the essential terms and conditions of this Agreement for each party remain enforceable.

19. **Counterparts.** The Agencies may execute this Agreement in multiple counterparts, each of which constitutes an original, and all of which, collectively, constitute only one agreement. The signatures of all of the Agencies need not appear on the same counterpart, and delivery of an executed counterpart signature page by facsimile or other electronic means is as effective as executing and delivering this Agreement in the presence of the other Agencies to this Agreement. This Agreement is effective upon delivery of one executed counterpart from each Agency to the other Agencies. In proving this Agreement, an Agency must produce or account only for the executed counterpart of the Agency to be charged.

20. **Assignment.** The Agencies shall not assign or otherwise dispose of this Agreement or any duty, right, or responsibility contemplated in this Agreement to any other person or entity without the previous written consent of each of the other Agencies.

21. **Entire Agreement.** The Agreement is the complete and

exclusive expression of the Agencies' agreement on the matters contained in this Agreement. All prior and contemporaneous negotiations and agreements between the Agencies on the matters contained in this Agreement are expressly merged into and superseded by this Agreement.

**EDUCATIONAL SERVICE UNIT
COORDINATING COUNCIL**

Signature: _____ Date: _____

Larriane Polk
Chief Executive Officer

Signature: _____ Date: _____

Printed Name: _____

Title: _____

**ADDENDUM TO 2025-2028 SPECIAL BUY AGREEMENT BETWEEN
ESUCC COOPERATIVE PURCHASING AND IMAGINE LEARNING LLC**

This Amendment is made by and between Nebraska ESUCC Cooperative Purchasing (“Cooperative”) and Imagine Learning LLC (“Contractor”) to the 2025-2028 Special Buy Agreement (“Agreement”) signed by the Cooperative on June 24, 2025, and by the Contractor on June 24, 2025. The Addendum is as follows:

The Terms and Conditions of the Agreement are amended as follows:

1. Notwithstanding the effective date of termination of this Agreement, Contractor agrees to comply with Paragraph 2 of this Addendum.
2. **Artificial Intelligence.** For vendors providing, using, or incorporating Artificial Intelligence-powered educational tools or services, additional data privacy terms shall apply as set forth in Exhibit “E.”

No Changes to Terms and Conditions Agreement.

Exhibit “A” is amended to add the following goods or services:

[NOTE TO BE DELETED: INSERT CHANGES HERE]

Exhibit “B” is amended to add the following pricing information:

[NOTE TO BE DELETED: INSERT CHANGES HERE]

The Agreement permits amendment and modification by a signed, written agreement by both parties that identifies itself as an amendment. Upon the signature of an authorized officer of the Cooperative and the Contractor, the Agreement is hereby amended.

CONTRACTOR

By: _____
Name: _____
Title: _____
Date: _____

COOPERATIVE

By: _____
Name: Larianne Polk
Title: Chief Executive Officer
Date: _____

EXHIBIT "C"

SUMMARY OF PROJECT DELIVERABLES

<<TO BE COMPLETED BY VENDOR>>

1. Order Delivery Method Options

1. Members will submit orders direct to Vendor
2. ESUCC Marketplace is the preferred method for order placement

2. Electronic Orders

- a. Vendor Capable of receiving orders electronically? Yes: No:
- b. Enable vendor items listed in Exhibit B to be placed in the ESUCC Marketplace for electronic orders Yes: No:
- c. If "Yes", Order receipt method: Email: _____ cXML: _____
 - i. If "Email" address to deliver orders to: _____
 - ii. If "cXML" provide the following IT contact information
Contact (First, Last name): _____
Contact email address: _____
Contact Phone: _____
- d. If "No, Alternate method will be determined

3. Sales Representative Contact

- a. First, Last name: _____
- b. Title: _____
- c. Phone: _____
- d. Email: _____

4. Invoice Method

- a. Vendor invoices Members direct

5. Sales Reporting

- a. Vendor to submit quarterly sales report to ESUCC at coop@esucc.org
- b. Vendor contact information for sales report questions:
Contact (First, Last name): _____
Contact email address: _____
- c. Sales report must include the following
 - Member Name
 - Member City
 - List Price
 - Member Cost
 - Member Savings
 - Admin Fee Amount Due
- d. ESUCC Admin Fee
 - Vendor must submit payment of Admin Fee to ESUCC quarterly
 - Admin Fee is equal to percentage of total sales (as defined in **Administration Fee** section of agreement)
 - Remit Admin Fee payment to:
ESUCC
6949 South 110th Street
LaVista, NE 68128

1. **Product Information URL:** _____

EXHIBIT "D"

SOFTWARE LICENSE AGREEMENT

<<VENDOR-INSERT SOFTWARE LICENSE AGREEMENT>>

EXHIBIT "E"

AI-Powered Educational Tools Privacy Addendum

ARTICLE I: DEFINITIONS

1.1 Aggregated Data means information that has or collected together from multiple sources in a way that does not personally identify any individual, and from which individual identities and information have been removed.

1.2 AI Training Data means any data used to train, test, or validate the Contractor's artificial intelligence or machine learning algorithms, models, or systems.

1.3 Applicable Laws means all applicable federal, state, and local laws, regulations, and industry standards relating to the privacy, confidentiality, or security of student data, including but not limited to FERPA, COPPA, PPRA, and the student data privacy laws of Nebraska.

1.4 Authorized School Representative means a person designated by ESUCC or a Member thereof who has the authority to access student data and provide consent for the collection, use, and disclosure of such data on behalf of the ESUCC or Member.

1.5 Change of Control means any merger, acquisition, consolidation or other business reorganization or sale of all or substantially all of the assets of Contractor or of the portion of Contractor that performs the Services in the Service Agreement.

1.6 Data Breach means an unauthorized release, access to, disclosure or acquisition of student data that compromises the security, confidentiality or integrity of the student data maintained by the Contractor in violation of applicable state or federal law.

1.7 Data means all data, including all Personally Identifiable Information (PII), Member Data, and any other non-public information. Data include, but are not limited to, student data, metadata, and user content.

1.8 Member Data means all PII and other information that is not intentionally made generally available by the ESUCC or its Members on public websites or publications, including but not limited to business, administrative and financial data, intellectual property, and student and personnel data and metadata.

1.9 Personally Identifiable Information means personal identifiers such as name, address, phone number, date of birth, Social Security number, and student or personnel identification number; "personal information" as used in Neb. Rev. Stat. § 84-712.05 and personally identifiable information contained in student education records as that term is defined in FERPA, 20 U.S.C. § 1232g.

1.10 User means a participant, instructor, or administrator of the Cooperative or its Members who are authorized with login credentials by the Cooperative or its Members to use the goods and/or services provided by this Agreement.

1.11 De-Identified Data means information that has been collected, manipulated, or anonymized that does not identify individual students and for which there is no reasonable basis to believe that the information can be used to identify an individual student. De-identification requires the removal of all direct and indirect student identifiers, including but not limited to: name, ID numbers, date of birth, demographic information, location information, and school ID.

1.12 Educational Records shall have the meaning as set forth under FERPA, 20 § U.S.C. 1232g (a)(5)(A).

1.13 Metadata means information that provides meaning and context to other data being collected including but not limited to date and time records and purpose of creation. Metadata that have been stripped of all direct and indirect identifiers are not considered Personally Identifiable Information or Student Data.

1.14 Parent means a parent of a student and includes a natural parent, a guardian, or an individual acting as a parent in the absence of a parent or a guardian.

1.15 School Official means a contractor that: (1) performs an institutional service or function for which the agency or institution would otherwise use employees; (2) is under the direct control of the agency or institution with respect to the use and maintenance of Student Data including Educational Records; and (3) is subject to FERPA 34 CFR § 99.33(a) governing the use and re-disclosure of Personally Identifiable Information from Educational Records.

1.16 Service Agreement means the quote, corresponding contract, purchase order or terms of service and/or terms of use.

1.17 Student Data means any data, whether gathered, created or inferred by Contractor or provided by the Cooperative, its Members, or its users, students, or students' parents/guardians, for a school purpose, that is descriptive of the student including, but not limited to, information in the student's Educational Record, persistent unique identifiers, or any other information or identification number that would provide information about a specific student. Student Data includes Metadata that has not been stripped of all direct and indirect identifiers. Student Data further includes "Personally Identifiable Information (PII)," as defined in 34 C.F.R. § 99.3 and as defined under any applicable state law.

1.18 Student Generated Content means materials or content created by a student in the services including, but not limited to, essays, research reports, portfolios, creative writing, music or other audio files, photographs, videos, and account information that enables ongoing ownership of student content. "Student Generated Content" does not include student responses to a standardized assessment where student possession and control would jeopardize the validity and reliability of that assessment.

1.19 Subprocessor means a party other than the Cooperative, a Member, or the Contractor, whom Contractor uses for data collection, analytics, storage, or other service to operate and/or improve its service, and who has access to or storage of Student Data, including security, storage, analytics, and other processing activities necessary to perform a Contractor business purpose.

1.20 Subprocessor Agreement means the agreement between the Contractor and a third party Subprocessor.

1.21 Targeted Advertising means presenting an advertisement to a student where the selection of the advertisement is based on Student Data or inferred over time from the usage of the Contractor Internet web site, online service or mobile application by such student or the retention of such student's online activities or requests over time for the purpose of targeting subsequent advertisements.

ARTICLE II: SCOPE

In order to perform the Services outlined in this Agreement the Contractor shall only collect, use, and share Student Data as necessary to provide the Services to the Cooperative or its Members and to facilitate the Contractor's Services outlined in this Agreement. The Contractor shall not collect, use, or share Student Data for any other purpose without the Cooperative or Member's prior written consent.

The Contractor shall only share Student Data with the Cooperative and other educational institutions that have entered into a Student Data Privacy Agreement with the Contractor that provides protections at least as stringent as those set forth in this Exhibit "E." Data cannot be shared with any additional or outside parties without prior written consent of the Cooperative or its Member, except as required by law.

The Contractor may only use deidentified Data and Aggregated Data derived from the Student Data for product development, research or other purposes, provided that the Contractor shall:

1. Remove all direct and indirect personal identifiers. This includes, but is not limited to, name, ID numbers, date of birth, demographic information, location information, and school ID;
2. Not attempt to re-identify the deidentified data or transfer deidentified data unless that party agrees not to attempt reidentification;
3. Not use such De-Identified Data or Aggregated Data for any purpose other than improving the Contractor's educational products or services;
4. Implement and maintain technical and organizational measures to prevent re-identification of De-Identified Data; and
5. Maintain documentation of the de-identification process and make such documentation available to the Cooperative upon request.

The Contractor shall provide at least 30 days' written notice to the Cooperative before it intends to use deidentified Data and Aggregated Data derived from the Student Data.

ARTICLE III: DATA OWNERSHIP AND AUTHORIZED ACCESS

3.1 Student Data Property of the Cooperative or its Members.

As between the Cooperative, its Members, and Contractor, all Student Data processed by the Contractor, or created by students, is and will continue to be the property of and under the control of the Cooperative or its Member (whichever is applicable). The Contractor further acknowledges and agrees that all copies of such Student Data processed by the Contractor, including any modifications or additions or any portion thereof from any source, are also subject to the provisions of this Agreement in the same manner as the original Student Data. The Parties agree that as between them, all rights, including all intellectual property rights in and to Student Data contemplated per the Service Agreement, shall remain the exclusive property of the Cooperative or its Member (whichever is applicable).

3.2 Parent, Legal Guardian and Student Access.

The Cooperative and its Members shall establish reasonable procedures by which a parent, legal guardian, or eligible student (as defined in FERPA) may review Student Data and request deletion or modification, and request delivery of a copy of the Student Data. In support of this, the Contractor shall establish reasonable procedures by which the Cooperative's Members may access, and correct, if necessary, Education Records

and/or Student Data, and make a copy of the data available to the parent, legal guardian or eligible student directly. If a Member is not able to review or update the Student Data itself, Contractor shall respond in a reasonably timely manner (and no later than thirty (30) days from the date of the request) to the Member's request for Student Data held by the Contractor to view or correct as necessary.

In the event that a parent or legal guardian of a student or eligible student contacts the Contractor to correct, delete, review or request delivery of a copy of any of the Student Data collected by or generated through the Services, the Contractor shall refer that person to the Member, who will follow the necessary and proper procedures regarding the requested information.

This Agreement does not impede the ability of students, parents, or guardians to download, export, or otherwise save or maintain their own Student Generated Content directly from Contractor or for Contractor to provide a mechanism for such download, export, transfer or saving to students, or the student's parent or legal guardian. Nor does it impede the ability of Contractors to offer the Cooperative or its Members features to allow such ability.

3.3 Subprocessors.

Contractor shall enter into a Subprocessor Agreement with any Subprocessors performing functions for the Contractor in order for the Contractor to provide the Services, whereby the Subprocessors agree to protect Student Data in a manner no less stringent than the terms of this Agreement. Every Subprocessor Agreement must provide that the Subprocessor will not Sell the Student Data. The terms of a Subprocessor Agreement shall not be materially modified by the Subprocessor unless notice is provided to the Contractor. The Contractor will provide a copy of all Subprocessor Agreements, upon reasonable request of the Cooperative or a Member thereof.

3.4 Third Party Request.

Should a Third Party, including law enforcement and government entities, contact Contractor with a legally binding request for data held by the Contractor pursuant to the Services, the Contractor shall notify the Cooperative or its Member in advance of a compelled disclosure to such Third Party.

ARTICLE IV: DUTIES OF THE CONTRACTOR

4.1 Privacy and Security Compliance.

The Contractor shall comply with all laws and regulations applicable to Contractor's protection of Student Data privacy and security, and, at the direction of the Cooperative and its Members, shall cooperate with any state or federal government-initiated audit of the use of the Services.

4.2 Contractor Employee Obligation.

Contractor shall require all of Contractor's employees who have access to Student Data to comply with all applicable provisions of this Agreement with respect to the Student Data shared under the Service Agreement. Contractor agrees to require and maintain an appropriate confidentiality agreement from each employee with access to Student Data pursuant to the Service Agreement.

4.3 No Disclosure.

Contractor acknowledges and agrees that it shall not sell or disclose any Student Data or any portion thereof, including without limitation, user content or other non-public

information and/or personally identifiable information contained in the Student Data, except under (and only under) the following circumstances:

1. Disclosure is directed or permitted by the Cooperative, its Member, or this Agreement.
2. Disclosure is required pursuant to a judicial order or lawfully issued subpoena or warrant.
3. Disclosure to Subprocessors performing Services on behalf of the Contractor, pursuant to this Agreement.
4. Disclosure is to a student's parents or legal guardians.
5. Disclosure is for any other purpose approved in written advance by the Cooperative or its Member.

4.4 De-Identified Data.

Contractor agrees not to attempt to re-identify De-Identified Student Data without the written direction of the Cooperative.

4.5 Disposition of Data.

Upon written request from the Cooperative or a Member thereof, Contractor shall dispose of or provide a mechanism for the Member to transfer Student Data obtained under the Service Agreement, within sixty (60) days of the date of said request and according to a schedule and procedure as the Parties may reasonably agree.

If the Contractor has a standard retention and destruction schedule, that schedule shall apply to Student Data as long as this Agreement is active. The Contractor's practice relating to retention and disposition of Student Data shall be provided to the Member, upon request.

Contractor will ensure that all Data in its possession and in the possession of any subprocessors, or agents to which the Contractor may have transferred Data, are destroyed or transferred to the Cooperative under the direction of the Cooperative when the Data are no longer needed for their specified purpose or at the request of the Cooperative.

At the termination of this Agreement, the Contractor shall, unless directed otherwise by the Cooperative or a Member thereof, dispose of and delete Student Data obtained by the Contractor under the Agreement within sixty (60) days' of termination (unless otherwise required by law).

4.6 Advertising Limitations.

Contractor is prohibited from using, disclosing, or selling Student Data to (a) inform, influence, or enable Targeted Advertising; (b) develop a profile of a student, family member/guardian or group, for any purpose other than providing the Service to the Cooperative or its Members; or (c) for any commercial purpose other than to provide the Service to the Cooperative or its Members, or as authorized by the Cooperative or its Members or a parent/guardian.

4.7 Data Mining

Contractor is prohibited from mining Data for any purposes other than those agreed in writing and in advance by the Parties. Data mining or scanning of user content for the purpose of advertising or marketing to students or their parents is prohibited.

ARTICLE V: DATA SECURITY AND BREACH PROVISIONS

5.1 Data Collection.

Contractor will only collect Data necessary to fulfill its duties as outlined in this Agreement.

5.2 Data Storage.

If Student Data is stored outside the United States, Contractor will provide a list of Countries where data is stored.”

5.3 Data Security.

Contractor agrees to utilize administrative, physical, and technical safeguards designed to protect Student Data from unauthorized access, disclosure, acquisition, destruction, use, or modification. The Contractor shall adhere to any applicable law relating to data security of Student Data. The Contractor shall implement an adequate Cybersecurity Framework that incorporates one or more of the nationally or internationally recognized standards, including but not limited to NIST Cybersecurity Framework, ISO 27001, and SANS Critical Security Controls, or as otherwise updated in industry standards. Additionally, Contractor may choose to further detail its security programs and measures.

Contractor’s safeguards must be documented in a comprehensive information security program that is reviewed and updated at least annually.

5.4 Data Breach.

In the event that Contractor confirms a Data Breach, the Contractor shall provide notification to the Cooperative within seventy-two (72) hours of confirmation of the Data Breach, unless notification within these time limits would disrupt investigation of the Data Breach by law enforcement. In such an event, notification shall be made within a reasonable time after the Data Breach. Contractor shall follow the following process:

1. The Data Breach notification described above shall include, at a minimum, the following information to the extent known by the Contractor and as it becomes available:
 - a. The name and contact information of the Contractor subject to this section,
 - b. the date of the notice,
 - c. the date of the Data Breach, the estimated date of the Data Breach, or the date range within which the Data Breach occurred,
 - d. Whether the notification was delayed because of a law enforcement investigation, if legally permissible to share that information,
 - e. A general description of the Data Breach, if that information is possible to determine at the time the notice is provided,
 - f. A description of the Student Data reasonably believed to have been the subject of the Data Breach; and
 - g. Identification of impacted Members and individuals.
2. Contractor agrees to adhere to all applicable federal and state laws with respect to a Data Breach related to the Student Data, including any required responsibilities and procedures for notification and mitigation of any such Data Breach.
3. Contractor further acknowledges and agrees to have a written Data Breach response plan that is consistent with applicable industry standards and federal and state law for responding to a Data Breach, involving Student Data and

agrees to provide the Cooperative or its Members, upon reasonable written request, with a summary of said written Data Breach response plan.

5.5 Adherence to Cooperative Marketplace

Contractor shall comply with all additional, reasonable data sharing, privacy, and security requirements established by the Cooperative for Contractors participating in the ESUCC Cooperative Purchasing Marketplace, including but not limited to:

1. The ESUCC Cooperative's Contractor certification requirements;
2. The ESUCC Cooperative's data security standards and protocols;
3. The ESUCC Cooperative's transparency and reporting requirements; and
4. Any additional requirements that may be established by the ESUCC Cooperative from time to time.

5.6 Duty to Notify the ESUCC Cooperative

Contractor shall promptly notify the ESUCC Cooperative of any changes to its data privacy and security practices that may impact the Contractor's participation in the Cooperative. Such notification shall:

1. Be provided at least thirty (30) days prior to the implementation of any material changes;
2. Include a detailed description of the proposed changes;
3. Explain the potential impact of the changes on the privacy and security of Student Data; and
4. Provide the Cooperative with an opportunity to review and approve the changes before they are implemented.

5.7 Designation of a Data Privacy and Security Officer

Contractor shall designate a qualified individual to serve as the Contractor's data privacy and security officer, who shall:

1. Be responsible for the Contractor's compliance with this Agreement and Applicable Laws;
2. Serve as the primary point of contact for the Cooperative on all matters related to data privacy and security;
3. Participate in regular meetings with the Cooperative's data privacy and security team; and
4. Provide regular reports to the Cooperative on the Contractor's data privacy and security practices.

5.8 Maintenance of Documentation

Each Party shall maintain comprehensive documentation of its compliance with this Agreement and the Cooperative's requirements and shall make such documentation available to the other Party, upon reasonable request.

ZOOM COMMUNICATIONS MASTER SUBSCRIPTION AGREEMENT

This Master Subscription Agreement is made and entered into by and between Network Nebraska *** (“**Customer**”) and Zoom Communications, Inc. and its Affiliates (“**Zoom**”) for Customer’s use of the Services (defined below) to which Customer has subscribed as specified in one or more Zoom order form(s) (“**Order Form**”). Additional terms may also be set forth in the Order Forms or on Exhibits to this Agreement. In the event of a conflict between the Agreement and an Order Form, the conflicting term(s) in the Order Form will not be considered an amendment to the Agreement but the conflicting term(s) in the Order Form will only apply to that individual order. The effective date of this Agreement shall be the date of Customer’s signature below (“**Effective Date**”).

1. **Definitions.** The terms used in this Agreement with an initial capital letter is an indication that the term is defined, which is either set forth in this Section 1 or the relevant section of this Agreement, including any applicable Exhibits. Any reference to the singular includes a reference to the plural and vice versa.

“**Affiliate**” means, with respect to a party, any entity that directly or indirectly controls, is controlled by or is under common control with that party. For purposes of this Agreement, “control” means an economic or voting interest of at least fifty percent (50%) or, in the absence of such economic or voting interest, the power to direct or cause the direction of the management and set the policies of such entity.

“**Agreement**” means this Master Subscription Agreement, together with all Exhibits and all Order Forms entered into pursuant to this Master Subscription Agreement, each of which is incorporated herein by reference.

“**Customer Content**” means any Customer data, content, communications, messages, files, documents, or other materials that Customer or its End User generates or provides in connection with the Services or associated application software that Zoom stores, transmits, or processes, together with any resulting transcripts, recordings, outputs, visual displays, or other content.

“**Downtime**” means the Services were not available to the Internet due to causes within the reasonable control of Zoom other than scheduled maintenance. Downtime does NOT include any inability of Customer to access the Services caused by third parties outside of the control of Zoom (such as internet service providers, network service providers or telecommunications service providers), or caused by Customer hardware, software, systems or networks.

“**End User**” means a Host or Participant (as defined in the [Zoom Services Description](#)) who accesses or uses the Services.

“**Initial Subscription Term**” means the initial subscription term for a Service as specified in an Order Form.

“**Laws**” means all U.S. or non-U.S. national, regional, state, provincial or local laws, statutes, rules, regulations, ordinances, administrative rulings, judgments, decrees, orders, directives, policies, or treaties applicable to Zoom’s provision and Customer’s use of the Services.

“**Service Effective Date**” means the date that an Initial Subscription Term begins as specified in an Order Form.

“**Renewal Term**” means the renewal subscription term for a Service commencing after the Initial Subscription Term or another Renewal Term as specified in an Order Form.

“**Services Description**” means the online descriptions of the Zoom Services and features located [here](#), which may be updated by Zoom from time to time by Zoom posting updates to the online version.

“**Services**” means the services set forth in Zoom’s Services Description and documented in an Order Form that references this Agreement, and any features described in Zoom’s Services Description.

“**Taxes and Fees**” and “**Taxes or Fees**” means all applicable sales, use, environmental or regulatory taxes, VAT, fees, duties (including customs duties), charges, surcharges or assessments levied on the provision of Services to Customer (exclusive of any income tax imposed on Zoom).

“**VAT**” means any value added tax, including any value added tax, and any other tax of a similar nature, whether imposed in a Member State of the European Union in substitution for, or levied in addition to, such tax, or imposed elsewhere, any Goods and Services Tax, PIS/COFINS, any similar indirect Tax or any Tax analogous thereto imposed in connection with, or otherwise relating to, the Services rendered by Zoom to Customer.

“**Withholding Taxes**” means any non-U.S. income tax, digital service tax, equalization levy or other similar tax on gross revenues or net income imposed by any non-U.S. government.

2. **Access, Use, Customer Responsibility.**

2.1. **Right to Use.** Zoom hereby grants to Customer a non-exclusive, non-transferable right for Customer to use the Services, subject to the terms and conditions of this Agreement for the Initial Subscription Term and any Renewal Term as specified in the Order Form. Zoom reserves the right to enhance or modify features of the Services but will not materially reduce the core functionality or discontinue any Services without providing prior written notice to Customer. Customer will receive standard updates to the Zoom Services that are made generally available by Zoom during the term specified in the Order Form. However, Zoom reserves the right to offer additional functionality or premium feature improvements for an additional cost. All rights not expressly granted herein are reserved by Zoom and its licensors.

2.2. **Beta Terms.** Any use of beta products or services are governed by separate beta terms and conditions, and Beta usage is excluded from this Agreement. Absent a separate beta agreement signed by the parties, the [Beta Program – Terms of Use](https://explore.zoom.us/en/beta-terms-and-conditions/) disclosed at <https://explore.zoom.us/en/beta-terms-and-conditions/> apply to Customer’s use of any beta products or services.

2.3. **Customer Use and Responsibility.** Customer may only use the Services pursuant to the terms of this Agreement and all use must conform to Zoom’s [Privacy Statement](#), [Acceptable Use Guidelines](#), and to the use limits imposed by the purchased plan level. Customer is solely responsible for its and its End Users use of the Services and shall abide by, and ensure compliance with, all Laws in connection with its and each End User’s use of the Services, including but not limited to Laws related to recording, intellectual property, privacy and export control/economic sanctions.

2.4. **Prohibited Use; Notification of Unauthorized Use.** Customer shall not and shall not permit any End User to: (a) modify, customize, disassemble, decompile, prepare derivative works of, create improvements, derive innovations from, reverse engineer or attempt to gain access to any underlying technology of the Services (e.g., any source code, process, data set or database, management tool, development tool, server or hosting site, etc.); (b) knowingly or negligently use the Services in a way that abuses, interferes with, or disrupts Zoom’s networks, Customer accounts, or the Services; (c) engage in activity that is illegal, fraudulent, false, or misleading; (d) transmit through the Services any material that may infringe the intellectual property or other rights of third parties; (e) build or benchmark a competitive product or service, or copy any features, functions or graphics of the Services; or (f) use the Services or Zoom account in violation of Zoom’s [Acceptable Use Guidelines](#) or any other policy referenced herein, or any applicable Law. Customer shall notify Zoom immediately if it becomes aware of any unauthorized use of any password or account or any other known or suspected breach of security or misuse of the Services. If Customer becomes aware of any violation of this Agreement in connection with use of the Services by any person, Customer may contact Zoom by completing its Trust & Safety Form. Zoom will investigate any complaints of violations that come to its attention and may take any action that it believes is appropriate, in its sole discretion, including, but not limited to, issuing warnings, removing content, suspending services, or terminating accounts and/or End User profiles.

3. **Intended Use; Restrictions on Use by Children; No Commercial Transfer.** The Services are intended for business use. Customer may choose to use the Services for other purposes, subject to the terms and conditions of this Agreement. Zoom is not intended for use by individuals under the age of 16, unless it is through a School Subscriber using Zoom for Education (K-12). Individuals under the age of 16 may not create accounts or use the Services except as described herein. Customer may not sublicense, sell, resell, transfer, assign, distribute, use on a timeshare or service bureau basis, or charge fees to other parties for use of the Services.

4. **Customer Data and Content; Responsibility for Use.**

4.1. **Customer Data.** Customer Data is information provided to Zoom so that Zoom can fulfill the terms of the Agreement and provide access to the Services (e.g., Company name, billing address, taxpayer ID number, VAT registration number, and contact name). Customer is solely responsible for the accuracy of Customer Data, and Zoom has no liability whatsoever for errors and omissions in Customer Data.

4.2. **Customer Content.** As between Customer and Zoom, Customer shall retain ownership of all Customer Content, unless otherwise set forth in the Services Description. Zoom shall not use any of Customer’s audio, video, chat, screen sharing, attachments or other communications-like Customer Content (such as poll results, whiteboard and reactions) to train Zoom or third-party artificial intelligence models.

4.3. **Customer Responsibility for Customer Content.** As between Zoom and Customer, Customer is solely responsible for the use of the Customer Content and compliance with all Laws pertaining to the Customer Content, including, but not

limited to, Laws requiring Customer to obtain the consent of a third party to use the Customer Content and to provide appropriate notices of third-party rights. Customer grants to Zoom a limited right to modify, reproduce and distribute the Customer Content, solely in connection with providing the Services. Customer represents and warrants that it has the right to upload the Customer Content to Zoom and that such use does not violate or infringe on any rights of any third party. Under no circumstances will Zoom be liable in any way for any (a) Customer Content that is transmitted or viewed while using the Services, (b) errors or omissions in Customer Content, or (c) any loss or damage of any kind incurred as a result of the use of, access to, or denial of access to Customer Content.

4.4. Zoom Obligations and Use of Customer Content. Zoom will maintain reasonable physical and technical safeguards to prevent unauthorized disclosure of or access to Customer Content, in accordance with industry standards. Zoom will notify Customer if it becomes aware of unauthorized access to Customer Content. Zoom will not access, view or process Customer Content except (a) as provided for in this Agreement and in Zoom's [Privacy Statement](#); (b) as authorized or instructed by Customer, (c) as required to perform its obligations under this Agreement; (d) as required by Law, or (e) for legal, safety or security purposes, including enforcing our Acceptable Use Guidelines. Zoom has no other obligations with respect to Customer Content.

4.5. US State Law Privacy Addendum and Data Processing Agreements.

4.5.1 If Customer (i) is a "business" and Zoom processes "personal information" (as those terms are defined by the California Consumer Privacy Act of 2018, as amended) on Customer's behalf, or (ii) is a "controller" and Zoom processes "personal data" (as those terms are defined by other applicable U.S. state data privacy Laws) on Customer's behalf, or (iii) meets both criteria set out in (i) and (ii), then the Zoom [US State Law Privacy Addendum](#) is incorporated herein by reference and shall apply to Zoom's "processing" of Customer's "personal information" and "personal data" (as those terms are defined under the aforementioned Laws). Notwithstanding the notice obligations and requirements for a signed writing set forth in Section 9.4 (Termination by Zoom Due to Change in Law), Section 19.5 (General Provisions), or Section 19.9 (Notice), Zoom may modify the [US State Law Privacy Addendum](#) from time to time by posting updates to the Zoom US State Law Privacy Addendum. All such modifications shall be effective thirty (30) business days after posting to Zoom's website, unless an earlier time is required pursuant to (a) the California Consumer Privacy Act of 2018, as amended, or its implementing regulations or (b) other applicable Laws.

4.5.2 Upon request, Zoom will prepare and execute a data processing agreement or addendum to this Agreement further delineating the Parties' responsibilities with respect to information that reasonably identifies a specific individual.

5. Prices and Fulfillment. For each Service subscription that Zoom provisions to Customer, Zoom will bill Customer certain non-recurring and recurring charges at prices set forth in the applicable Order Form. The prices specified in the Order Form include all Zoom charges for the right to use the Services and are exclusive of all Taxes and Fees. Prices include standard support (see [Zoom Help Center](#)) and generally available updates to the Services. Separate charges for overage amounts and per-use charges may also apply, which charges will be described in the Order Form, and Customer agrees to pay these charges if Customer incurs them. Prices for professional services, if any, will be set forth in a professional services Order Form. All such Zoom charges are referred to as "**Charges**".

5.1. Price Changes. Zoom may change prices for the Services from time to time, in its sole discretion. Any price changes will be effective upon the commencement of Customer's next Renewal Term; provided, that Zoom shall provide Customer with reasonable notice of any such fee increase prior to the expiration of the Term or any Renewal Term.

5.2. Discounts and Promotional Pricing. Prices specified in the Order Form may include discounts or promotional pricing. These discounts or promotional pricing amounts may be temporary and may expire upon the commencement of a Renewal Term, without additional notice. Zoom reserves the right to discontinue or modify any promotion, sale or special offer at its sole and reasonable discretion.

6. Invoices and Payments. Unless specified otherwise in an Order Form, Customer shall pay all invoices within thirty (30) days from date of such invoice. Invoices may be issued electronically via email to the email address specified by the Customer. Except as explicitly provided in this Agreement, all payment obligations are non-cancelable and all amounts paid are non-refundable. Zoom shall invoice Customer for all non-recurring Charges, overage and per-use Charges, and associated Taxes and Fees, on the invoice following the provision of Service giving rise to such Charges, and shall invoice Customer for all recurring Charges and associated Taxes and Fees on the invoice preceding the period in which Services will be provided. Customer acknowledges that Zoom is not required to provide any new Services set forth in an Order Form until all outstanding balances due and owing for existing Services are paid in full.

- 6.1. Purchase Order Numbers.** If a purchase order number is required for processing an invoice, Customer will provide such purchase order number with the applicable Order Form. If issuance of a purchase order is delayed, Customer will provide a purchase order number within five (5) days of the Service Effective Date by submitting a billing support ticket at <https://support.zoom.com/hc> or by emailing purchase-orders@zoom.us. Notwithstanding the foregoing, the thirty (30) day period for payment shall commence as of the applicable invoice date. Such payment period shall not restart based on any delays in issuing a purchase order or any other Customer required procurement process.
- 6.2. VAT Invoices.** If required by Law, Zoom will issue a VAT invoice or a document that the relevant taxing authority will treat as a VAT invoice, to Customer. This invoice may be issued electronically.
- 6.3. Withholding.** To the extent that any amounts payable by Customer are subject to Withholding Taxes, the amount payable shall be grossed up by Customer when customer remits payment such that the amount paid net of Withholding Taxes equals the amount invoiced by Zoom.
- 6.4. Payment of Taxes and Fees.** Customer will pay to Zoom any applicable Taxes and Fees. Customer is solely responsible for paying any and all Taxes and Fees owing as a result of Zoom's provision of the Services to its Customers. If Customer is required to pay any Taxes and Fees, Customer shall pay such Taxes and Fees with no reduction or offset in the amounts payable to Zoom hereunder and Customer will pay and bear such additional amount as shall be necessary such that Zoom receives the full amount of the payment required as if no such reduction or offset were required. Customer acknowledges and agrees that Zoom will charge applicable Taxes and Fees on the invoice.
- 6.5. Tax Exemptions.** In the event Customer is exempt from any Tax or Fee, Customer will provide Zoom with all appropriate tax exemption certificates, and/or other documentation satisfactory to the applicable taxing authorities to substantiate such exemption status. Zoom reserves the right to review and validate Tax Exemption documentation, in the event that the Tax Exemption documentation is not valid, Zoom reserves the right to charge applicable taxes to Customer.
- 6.6. VAT Due by Customer.** In the event Taxes and Fees are due towards the taxing authorities by the Customer instead of Zoom through the reverse charge or other similar mechanism, Customer will provide Zoom with all appropriate evidence for Zoom to demonstrate the business nature of the Customer, such as a valid VAT registration number (or similar information required under the relevant VAT laws). Zoom reserves the right to review and validate the Customer's VAT registration number. In the event that the VAT registration number is not valid, Zoom reserves the right to nevertheless charge applicable VAT to Customer. For the avoidance of doubt, if VAT is due by the Customer to a taxing authority, through the reverse charge or other similar mechanism, the Customer is solely responsible for paying those amounts to the relevant taxing authority, such that Zoom receives the full amount of payment required.
- 6.7. Billing and Contract Information; Billing Disputes.** Customer represents and warrants that the Customer Data provided to Zoom is complete and accurate. If Customer believes an invoice is incorrect, Customer must contact Zoom in writing within thirty (30) days of the date of the invoice, and identify the amount in question, to be eligible to receive an adjustment or credit, which adjustment or credit, if any, shall be determined by Zoom in Zoom's reasonable discretion after reviews all relevant information.
- 6.8. Tax Determination.** Tax determination is principally based on the location where the Customer has established its business based on the Customer Data. This will be defined by Zoom as the Customer's 'Sold To' address. Zoom reserves the right to cross reference this location against other available evidence to validate whether Customer's location is accurate. In the event that Customer's location is inaccurate, Zoom reserves the right to charge Customer any outstanding Taxes and Fees.
- 6.9. Use and Enjoyment.** If Customer purchases Zoom Services, and those Services are used and enjoyed by a subsidiary of Customer in a country that is different to Customer's location as determined by Section 6.8 of this Agreement, Customer confirms that where required Customer will treat this as a supply to its subsidiary. In the event Customer purchases services and those services are used and enjoyed by a branch or individual in a country that is different to the Customer's location as determined by Section 6.8 of this Agreement, Customer acknowledges they will inform Zoom of the Services that have been allocated and Customer acknowledges that Zoom reserves the right to charge Taxes and Fees based on the use and enjoyment of those services.
- 7. Zoom Proprietary Rights.** Zoom or its licensors own and shall retain all proprietary rights, including all copyright, patent, trade secret, trademark, trade name and all other intellectual property rights, in and to the Services. Zoom owns and shall retain ownership of any suggestions, ideas, enhancement, feedback, recommendations or other information provided by Customer or any other party relating to the Services. The Services are protected by copyright laws and international copyright treaties, as well as other U.S. federal, state and international intellectual property laws and treaties. Customer acknowledges

that the rights granted under this Agreement do not provide Customer with title to or ownership of the Services, but only a right to use the Services under the terms and conditions of this Agreement.

- 8. Confidentiality.** Each party agrees to regard and preserve as confidential all non-public information provided by the other party relating to the business, systems, operations, strategic plans, source code, Services, clients, pricing (including, but not limited to, the pricing terms herein), methods, processes, financial data, programs, and/or products of the other party in any form, that are designated as “confidential,” or a reasonable person knows or reasonably should understand to be confidential (herein “**Confidential Information**”). Each party agrees to limit its disclosure of the other party’s Confidential Information to as few persons as possible and only to those persons with a need to know that are its or its Affiliates’ respective employees, officers, directors, agents and subcontractors that are subject to confidentiality obligations equal to or greater than the obligations set forth in this Section 8. Except as needed to fulfill either party’s respective obligations under this Agreement, in accordance with the consent or instructions of the disclosing party, or as expressly permitted herein, the receiving party shall not: (i) disclose the disclosing party’s Confidential Information to any person, firm, or enterprise without the disclosing party’s prior written consent, or (ii) use the disclosing party’s Confidential Information for its own benefit, or the benefit of a third party.
- 8.1. Exclusions.** “**Confidential Information**” shall not include Customer Content or information that (a) is already rightfully known to a party at the time it is obtained from the other party, free from any obligation to keep such information confidential; (b) is or becomes publicly known or available through no wrongful act of a party; (c) is rightfully received from a third party without restriction and without breach of this Agreement; or (d) is developed by a party without the use of any proprietary, non-public information provided by the other party under this Agreement.
- 8.2. Exception.** Either party may disclose Confidential Information where required by law, regulation, or court order, provided that the party subject to such law, regulation court order, or order from a regulatory agency or other governmental authority having competent jurisdiction shall: (i) where permitted, notify the other party of any such use or requirement prior to disclosure in order to afford such other party an opportunity to seek a protective order to prevent or limit disclosure of the information to third parties; (ii) provide the other party with reasonable cooperation in its efforts to prevent or limit such disclosure; and (iii) exercise commercially reasonable efforts to obtain assurance that the Confidential Information will be protected.
- 8.3. Confidentiality Period and Obligations.** The confidentiality obligations set forth in this section of the Agreement shall remain in effect for a period of five (5) years from the disclosure of the information, except for the disclosure of any trade secrets, which shall be kept confidential until the Confidential Information is no longer a trade secret under applicable Law. Both parties agree (a) to take reasonable steps to protect the other party’s Confidential Information, and these steps must be at least as protective as those the receiving party takes to protect its own Confidential Information, and no less than a reasonable standard of care; (b) to notify the disclosing party promptly upon discovery of any unauthorized use or disclosure of Confidential Information; and (c) in the event of any unauthorized disclosure by a receiving party, to cooperate with the disclosing party to help regain control of the Confidential Information and prevent further unauthorized use or disclosure of it.
- 9. Term and Termination; Suspension.** Each Order Form will specify a Service Effective Date, an Initial Subscription Term, and a Renewal Term for the Services subscribed to in that Order Form.
- 9.1. Term and Renewal; Early Termination.** Unless specified otherwise in the Order Form, a Renewal Term will commence automatically upon conclusion of the Initial Subscription Term or prior Renewal Term unless either party sends written notice of termination at least thirty (30) days prior to the commencement of the next Renewal Term.
- 9.2. Termination by Either Party.** A party may terminate this Agreement by: (a) providing written notice of termination without cause to the other party, provided that all subscription terms for all outstanding Order Forms have expired or been terminated, or (b) providing written notice of termination for cause if the other party has materially breached the Agreement and has not cured such breach within thirty (30) days of written notice of such breach.
- 9.3. Termination or Suspension by Zoom.** In the event Zoom reasonably believes that Customer or any End User is in material breach of Sections 2 or 8, Zoom may immediately suspend or disconnect access to Customer’s or such End User’s use of the relevant Services, prior to termination for cause as provided above and until such breach is cured. Zoom may also suspend Customer’s and/or an End User’s use of or access to any Service if it reasonably believes that such suspension is necessary to prevent imminent harm to Zoom, Zoom’s network, any End User, or any third party communicating with an End User. Zoom may immediately terminate access if it reasonably believes Customer is in breach of Section 2.4. Zoom may also suspend Customer’s Services immediately and without prior notice in the event any Charges are past due. Any suspension, disconnection, or termination pursuant to this Section 9.3 shall be without liability to Zoom, and Customer will remain responsible for all recurring Charges incurred during the period of suspension or disconnection.

- 9.4. Termination by Zoom Due to Change in Law.** In the event of any change in Law that has the effect of materially increasing Zoom's costs to provide Service hereunder or effectively cancels, changes or supersedes any material term or provision of this Agreement (collectively "**Change in Law**") either party may, on thirty (30) days' prior written notice to the other require that they enter into good faith negotiations to revise the Agreement to appropriately address the Change in Law. If the Parties are unable to agree on such revisions within thirty (30) days from the date of notice, Zoom may terminate this Agreement with immediate effect.
- 10. Responsibilities upon Termination.**
- 10.1. Cessation of Use.** Upon any termination of this Agreement, Customer shall immediately cease any further use of the Services.
- 10.2. Return of Customer Content.** For thirty (30) days following expiration or termination of the Agreement, Zoom will provide Customer access to retrieve Customer Content, after which time Customer Content will be deleted according to regularly scheduled deletion protocols.
- 11. Service Level Agreement.** Zoom shall make commercially reasonable efforts to ensure that Downtime does not exceed 0.1% in a month. In the event of any Downtime of the Services in excess of 0.1% in a month, Zoom shall provide Customer a credit in an amount equal to the Downtime percentage times Customer's monthly subscription amount for the Service. Customer shall provide Zoom with prompt written notice of any Downtime. If Zoom fails to correct any Downtime situation within fifteen (15) business days after receipt of such notice, Customer may terminate this Agreement.
- 12. Zoom Marketplace.** The Zoom Marketplace is a site where Zoom and third party developers may make available applications that are interoperable with the Services and is further defined in the Services Description.
- 13. Managed Domains.** The Managed Domains functionality is made available to certain Customers and is subject to the terms as further defined in Services Description.
- 14. Warranties.**
- 14.1. Limited Warranty.** Zoom warrants to Customer that the Services will, in all material respects, conform to the functionality described in the Zoom Documentation. Zoom's sole and exclusive obligation, and Customer's sole and exclusive remedy for a breach of this warranty shall be that Zoom shall use commercially reasonable efforts to modify the Services to conform in all material respects to the Zoom documentation, and if Zoom is unable to materially restore such functionality within thirty (30) days from receipt of written notice of said breach, Customer shall be entitled to terminate the nonconforming Service upon written notice and shall be entitled to receive a pro-rata refund of the unused Charges that have been paid in advance (if any) under this Agreement. This warranty shall be in effect for the first thirty (30) days ("**Warranty Period**") from the date the applicable Services are first provided to the Customer. In the event of any material non-conformance reported after the Warranty Period, Zoom's sole and exclusive obligation and Customer's sole and exclusive remedy shall be to secure assistance through Zoom's technical support services.
- 14.2. Warranty Disclaimer.** EXCEPT AS EXPLICITLY PROVIDED IN SECTION 14.1, ZOOM AND ITS LICENSORS EXPRESSLY DISCLAIM ANY AND ALL OTHER REPRESENTATIONS AND WARRANTIES, EITHER EXPRESS, IMPLIED, STATUTORY, OR OTHERWISE WITH RESPECT THERETO, INCLUDING, BUT NOT LIMITED TO, ANY IMPLIED WARRANTY OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, TITLE, NON-INFRINGEMENT, OR THE CONTINUOUS, UNINTERRUPTED, ERROR-FREE, VIRUS-FREE, OR SECURE ACCESS TO OR OPERATION OF THE SERVICES AND/OR ZOOM SERVICES. ZOOM EXPRESSLY DISCLAIMS ANY WARRANTY AS TO THE ACCURACY OR COMPLETENESS OF ANY INFORMATION OR DATA ACCESSED OR USED IN CONNECTION WITH THE SERVICES. TO THE EXTENT ZOOM CANNOT DISCLAIM ANY SUCH WARRANTY AS A MATTER OF APPLICABLE LAW, THE SCOPE AND DURATION OF SUCH WARRANTY SHALL BE LIMITED TO THE FULLEST EXTENT PERMITTED BY LAW.
- 15. Indemnification.**
- 15.1. Indemnification by Zoom.** Provided that Customer complies with the terms of Section 15.3 below, Zoom agrees to defend and indemnify Customer from any third party (except an Affiliate of Customer) suits, claims or demands and associated liabilities, costs, damages and expenses (including, but not limited to, attorneys' fees, expert fees and court costs) (collectively, "**Claims**") that Customer may sustain or incur arising from the infringement by the Services of any copyright, trademark, or U.S. patent of a third party. This defense and indemnity will not apply to any Claim that the infringement arose from or relates to the (i) combination of the Services with software, hardware, content, data or other

items not supplied by Zoom, (ii) Customer's unauthorized modification of the Services, (iii) Customer's failure to update or upgrade the Services to the extent such update or upgrade would have avoided the infringement, (iv) inputs or prompts provided by Customer or its End Users that infringe or would reasonably be expected to generate infringing outputs, or (v) Customer's failure to adhere to a Zoom-provided workaround. If the licensed Services are, or in Zoom's sole opinion are likely to be, enjoined due to the type of infringement described in this Section 15, Zoom, at its option and expense, may (a) replace the applicable Services with functionally equivalent non-infringing technology or (b) obtain a license for Customer's continued use of the applicable Services. If the alternatives in the preceding sentence are not reasonably available to Zoom, then Zoom may terminate this Agreement and, upon such termination, Customer will receive a prorata refund of any prepaid and unused amounts as of the date of termination that directly relate to the infringing Services. Zoom's defense and indemnification obligations for any covered Claims arising under this Section 15.1 sets forth Zoom's entire obligation and Customer's sole and exclusive remedy and compensation.

15.2. Indemnification by Customer. Provided that Zoom complies with the terms of Section 15.3 below, Customer agrees to indemnify, defend and hold harmless Zoom and its Affiliates and their respective officers, directors, members, employees, consultants, agents, suppliers and resellers from any Claims arising from (a) Customer's or Customer's End Users' use of the Services in violation of this Agreement; (b) any infringement or violation by Customer or any End User of any intellectual property or other right of any person; and (c) Customer's or any End User's violation of any Law.

15.3. Indemnification Procedures. In claiming any indemnification under this Section 15, the indemnified party shall promptly provide the indemnifying party with notice of any claim that the indemnified party believes is within the scope of the obligation to indemnify. The indemnified party may, at its own expense, assist in the defense if it so chooses, but the indemnifying party shall control the defense and all negotiations relative to the settlement of any such claim. Any settlement intended to bind the indemnified party shall not be final without the indemnified party's written consent, which consent shall not be unreasonably withheld or delayed.

16. Limitation on Liability.

16.1. EXCLUSIONS. ZOOM SHALL NOT BE LIABLE TO CUSTOMER OR ANY THIRD PARTY FOR (a) THE COST OF PROCUREMENT OF SUBSTITUTE GOODS OR SERVICES; (b) ANY UNAUTHORIZED ACCESS TO, OR ALTERATION, THEFT OR DESTRUCTION OF THE WEB SITE, ANY CONTENT, CUSTOMER DATA, SYSTEM DATA, OTHER DATA FILES, PROGRAMS OR INFORMATION THROUGH ERROR, OMISSION, ACCIDENT OR FRAUDULENT MEANS OR DEVICES NOT DIRECTLY ATTRIBUTABLE TO ZOOM'S NEGLIGENT ACTS OR OMISSIONS, OR FOR OTHER CIRCUMSTANCES OUTSIDE OF ZOOM'S REASONABLE CONTROL, OR (c) ANY MALFUNCTION OR CESSATION OF INTERNET SERVICES BY INTERNET SERVICE PROVIDERS OR OF ANY OF THE NETWORKS THAT FORM THE INTERNET WHICH MAY AFFECT THE OPERATION OF THE SERVICES.

16.2. NO INDIRECT DAMAGES. IN NO EVENT SHALL EITHER PARTY OR ITS LICENSORS BE LIABLE FOR ANY INDIRECT, INCIDENTAL, SPECIAL, CONSEQUENTIAL, EXEMPLARY, OR PUNITIVE DAMAGES, OR DAMAGES FOR LOSS OF REVENUES OR PROFITS, LOSS OF USE, BUSINESS INTERRUPTION, LOSS OF DATA, BREACH OF DATA, OR THE COST OF SUBSTITUTE PRODUCTS OR SERVICES, WHETHER IN AN ACTION IN CONTRACT OR TORT, EVEN IF THE OTHER PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. EACH PARTY AGREES TO TAKE REASONABLE ACTION TO MITIGATE ITS DAMAGES.

16.3. AGGREGATE LIABILITY CAP. IN NO EVENT SHALL ZOOM'S LIABILITY FOR ANY DAMAGES EXCEED AN AMOUNT EQUAL TO THE TOTAL CHARGES PAID TO ZOOM UNDER THIS AGREEMENT IN THE PRIOR TWELVE (12) MONTHS PRECEDING THE INCIDENT GIVING RISE TO THE CLAIM. THIS LIMITATION APPLIES TO ALL CAUSES OF ACTION IN THE AGGREGATE, INCLUDING, WITHOUT LIMITATION, BREACH OF CONTRACT, MISREPRESENTATIONS, NEGLIGENCE, STRICT LIABILITY AND OTHER TORTS. THESE LIMITATIONS SHALL APPLY NOTWITHSTANDING ANY FAILURE OF ESSENTIAL PURPOSE OF ANY REMEDY.

17. Force Majeure. Neither party hereto will be liable for defaults or delays (other than the non-payment of Charges) due to Acts of God, or the public enemy, acts or demands of any government or governmental agency, fires, floods, accidents, or other unforeseeable causes beyond its control and not due to its fault or negligence.

18. Binding Arbitration and Class Action Waiver.

18.1. Agreement to Arbitrate; Waiver of Class Action. For Customers located in the United States, Customer and Zoom agree to resolve disputes only on an individual basis, through arbitration pursuant to Sections 18.2, 18.3, and 18.4.

THE PARTIES EXPRESSLY WAIVE ANY RIGHT TO BRING ANY ACTION, LAWSUIT, OR PROCEEDING AS A CLASS OR COLLECTIVE ACTION, PRIVATE ATTORNEY GENERAL ACTION, OR ANY OTHER PROCEEDING IN WHICH ANY PARTY ACTS OR PROPOSES TO ACT IN A REPRESENTATIVE CAPACITY.

- 18.2. Disputes.** A dispute is any controversy between Customer and Zoom concerning the Services, any software related to the Services, the price of the Services, Customer's account, Zoom's advertising, marketing, or communications, Customer's purchase transaction or billing, or any term of this Agreement, under any legal theory including contract, warranty, tort, statute, or regulation, except disputes relating to the enforcement or validity of Customer's or Zoom's intellectual property rights. As part of the best efforts process to resolve disputes, and prior to initiating arbitration proceedings, each party agrees to provide notice of the dispute to the other party, including a description of the dispute, what efforts have been made to resolve it, and what the disputing party is requesting as resolution, to the address provided below for Notices.
- 18.3. Small Claims Court Available.** Customer may initiate an action in Small Claims Court for its local jurisdiction if Customer meets the court's requirements. However, if such a claim is transferred, removed or appealed to a different court, Zoom reserves the right to require arbitration.
- 18.4. Arbitration Procedure.** Disputes not resolved pursuant to Section 18.1 or 18.2 shall be resolved through arbitration. The American Arbitration Association ("AAA") will conduct any arbitration under its Commercial Arbitration Rules. For more information, see www.adr.org. Arbitration hearings will take place in the federal judicial district of Customer's primary business location. A single arbitrator will be appointed. The arbitrator must: (a) follow all applicable substantive Law; (b) follow applicable statutes of limitations; (c) honor valid claims of privilege; (d) issue a written decision including the reasons for the award. The arbitrator may award damages, declaratory or injunctive relief, and costs (including reasonable attorneys' fees). Any arbitration award may be enforced (such as through a judgment) in any court with jurisdiction. **Under AAA Rules, the arbitrator rules on his or her own jurisdiction, including the arbitrability of any claim; however, a court has exclusive authority to enforce the prohibition on arbitration on a class-wide basis or in a representative capacity.**
- 18.5. Arbitration Fees.** If Customer is unable to afford the arbitration costs, Zoom will advance those costs to Customer, subject to the arbitrator's determination if costs should be reimbursed to Zoom if Zoom prevails. For disputes involving more than \$75,000, the AAA rules will govern payment of filing fees and the AAA's and arbitrator's fees and expenses.
- 18.6. Conflict with AAA Rules.** This Agreement governs if there is a conflict with the AAA's Commercial Arbitration Rules.
- 18.7. Requirement to File Within One Year.** Notwithstanding any other statute of limitations, a claim or dispute under this Agreement must be filed in Small Claims Court or noticed for arbitration within one year of when it could first be filed, or such claim will be permanently barred.
- 18.8. Severability.** If the class action waiver is found to be illegal or unenforceable as to all or some parts of a dispute, then those parts will not be arbitrated but will be resolved in court, with the balance resolved through arbitration. If any provision of this Section 18 is found to be illegal or unenforceable, then that provision will be severed; however, the remaining provisions shall still apply and shall be interpreted to as nearly as possible achieve the original intent of this Section, inclusive of the severed provision.

19. Miscellaneous.

- 19.1. Choice of Law and Forum.** This Agreement shall be governed by and construed under the laws of the State of California, U.S.A. Except as provided in Section 18.4, the parties consent to the exclusive jurisdiction and venue of the courts located in Santa Clara County, California.
- 19.2. Export Restrictions.** Customer acknowledges that the Services, or a portion thereof, may be subject to the export control laws of the United States and other applicable country export control and trade sanctions laws ("Export Control and Sanctions Laws"). Customer and its End Users may not access, use, export, re-export, divert, transfer or disclose any portion of the Services or any related technical information or materials, directly or indirectly, in violation of any applicable export control or trade sanctions law or regulation. Customer represents and warrants that (i) Customer and its End Users are not citizens of, or located within, a country or territory that is subject to U.S. trade sanctions or other significant trade restrictions (including without limitation Cuba, Iran, North Korea, Syria, and the Crimea, Donetsk and Luhansk regions of Ukraine) and that Customer and its End Users will not access or use the Services, or export, re-export, divert, or transfer the Services, in or to such countries or territories; (ii) Customer and its End Users are not

identified on any U.S. government restricted party lists (including without limitation the U.S. Treasury Department's List of Specially Designated Nationals and Blocked Persons and Foreign Sanctions Evaders List, the U.S. Department of Commerce's Denied Parties List, Entity List, and Unverified List, and the U.S. Department of State proliferation-related lists); and (iii) that no Customer Content created or submitted by Customer or its End Users is subject to any restriction on disclosure, transfer, download, export or re-export under the Export Control Laws. Customer is solely responsible for complying with the Export Control Laws and monitoring them for any modifications.

- 19.3. Third-Party Technology.** The Zoom Services and software may interoperate, integrate, or be used in connection with a third party application, feature, software, services, or other offering (a "Third-Party Technology"), and any Third-Party Technology is used at Customer's sole risk. Zoom disclaims all liability arising out of the use of Third-Party Technology. Customer has the sole discretion whether to purchase, download, or use any Third-Party Technology, regardless of whether that Third-Party Technology is promoted or endorsed by Zoom. Customer's use of a Third-Party Technology is governed solely by the contract or other terms between Customer and the third party. Zoom may, in its sole discretion, discontinue or modify the availability, compatibility, integration, or interoperability of any Third-Party Technology with the Zoom Services or software.
- 19.4. Incorporation of Zoom Policies.** Customer acknowledges and agrees that the Zoom policies disclosed at www.zoom.us/legal are incorporated herein by reference, and Customer agrees that it has read such policies and shall comply (where applicable) with any and all obligations of Customer as set forth in such policies. Zoom reserves the right to update these policies from time to time, and will provide commercially reasonable notice of such updates.
- 19.5. Waiver and Severability.** Failure by either party to exercise any of its rights under, or to enforce any provision of, this Agreement will not be deemed a waiver or forfeiture of such rights or ability to enforce such provision. If any provision of this Agreement is held by a court of competent jurisdiction to be illegal, invalid or unenforceable, that provision will be amended to achieve as nearly as possible the same economic effect of the original provision and the remainder of this Agreement will remain in full force and effect.
- 19.6. General Provisions.** This Agreement embodies the entire understanding and agreement between the parties respecting the subject matter of this Agreement and supersedes any and all prior understandings and agreements between the parties respecting such subject matter. Any modification to this Agreement must be in writing and signed by both parties. Unless specified otherwise herein, any and all rights and remedies of either parties upon breach or other default under this Agreement will be deemed cumulative and not exclusive of any other right or remedy conferred by this Agreement or by law or equity on either party, and the exercise of any one remedy will not preclude the exercise of any other. The captions and headings appearing in this Agreement are for reference only and will not be considered in construing this Agreement. No text or information set forth on any other purchase order, preprinted form or document shall add to or vary the terms and conditions of this Agreement. No joint venture, partnership, employment, or agency relationship exists between the parties as a result of this agreement or use of the Services.
- 19.7. Assignment.** This Agreement may not be assigned by either party without the prior written consent of the other party (which consent shall not be unreasonably withheld, conditioned or delayed) except that this Agreement be assigned or transferred without such consent to (a) an Affiliate, or (b) a successor by merger. Any purported assignment in violation of this section shall be void.
- 19.8. Copyright Infringement.** Infringement of copyrights in connection with the Services may be reported to Zoom's Copyright Agent through the process defined at www.zoom.us/legal.
- 19.9. Marketing.** Customer grants Zoom permission to name them as a customer and/or use their logo across Zoom marketing materials, e.g., the zoom.us website, emails, presentations, brochures, etc. Customer further grants Zoom permission to develop content around their experience as a Zoom customer, e.g., a written and/or video case study. This content will be created in cooperation with Customer and used only upon Customer's written approval.
- 19.10. Notice.** Zoom may give notice by electronic mail to Customer's e-mail address on record in Customer's account information, or by written communication sent by first class mail or pre-paid post to Customer's address on record in Customer's account information. Such notice shall be deemed to have been given upon the expiration of forty-eight (48) hours after mailing or posting (if sent by first class mail or pre-paid post) or twelve (12) hours after sending (if sent by email). Customer may give notice to Zoom (such notice shall be deemed given when received by Zoom) at any time by any of the following: letter delivered by nationally recognized overnight delivery service or first class postage prepaid mail to Zoom at the following: 55 Almaden Blvd, San Jose, CA, 95113, Suite 600, USA, addressed to the attention of: Legal or by email to legal@zoom.us.

19.11. Survival. All sections of the Agreement which by their nature should survive termination will survive termination, including, without limitation, accrued rights to payment, confidentiality obligations, prohibited uses, warranty, disclaimers, indemnification, and limitations of liability.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be signed by duly authorized officers or representatives as of the Effective Date.

CUSTOMER: Network Nebraska ***

ZOOM COMMUNICATIONS, INC.

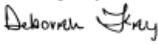
Signature:

Name: Chad Dewester

Title:

Date:

Signature:

DocuSigned by:

3BA802402F4F44D

Name: Deborah Fay

Title: Deputy General Counsel



Account Number: 186226
Order Form Number: Q3801917
Valid Until: 03/31/2026

Zoom Communications, Inc. ('Zoom')
55 Almaden Blvd, 6th Floor
San Jose, CA

| Billed To | Sold To |
|--|---|
| Customer: Network Nebraska Account Legal Name: Network Nebraska *** Contact Name: Scott Jones Address: 1221 W. 17th Street North Platte, Nebraska 69101, United States Email Address: zoom.admin@esusixteen.org Phone: (308) 546-7153 | Customer: Network Nebraska Account Legal Name: Network Nebraska *** Contact Name: Chad DeWester Address: 1221 W. 17th Street North Platte, Nebraska 69101, United States Email Address: c.dewester@esusixteen.org Phone: (308) 4640295 |
| Auto Renew: No Initial Paid Subscription Term: 12 Months Paid Period Start Date: 07/01/2026 | Billing Method: Email Currency: USD Payment Term: Net 30 |

This Zoom Order Form and any other Order Forms that reference this Order Form are governed by the Zoom Terms of Service found at <https://explore.zoom.us/en/terms/> (unless Customer and Zoom have entered a written governing Master Subscription Agreement, in which case such written agreement will govern).

| SERVICE | BILLING PERIOD | QUANTITY | PRICE | TOTAL |
|--|----------------|----------|---------------|----------------|
| Zoom Workplace for Education Standard Annual | Annual | 29,000 | USD 8.65 | USD 250,850.00 |
| Webinar 1000 Annual | Annual | 25 | USD 1,799.96 | USD 44,999.00 |
| Webinar 500 Annual | Annual | 16 | USD 579.70 | USD 9,275.20 |
| Audio Conferencing Pay as you go | Month | 1 | USD 0.00 | USD 0.00 |
| Audio Conferencing Pay As You Go - overage fee | Month | | USD 1.00 | USD |
| Zoom Translated Captions Annual | Annual | 10 | USD 50.00 | USD 500.00 |
| Cloud Recording One Year Prepay 3 TB Monthly Usage | Annual | 1 | USD 18,000.00 | USD 18,000.00 |
| Cloud Recording 3 TB - overage fee | Month | NA | USD 0.1000 | NA |
| Concurrent Meeting Plus Annual | Annual | 9 | USD 235.20 | USD 2,116.80 |
| 1000 Participants meeting Annual | Annual | 40 | USD 1,490.00 | USD 59,600.00 |
| Zoom Scheduler Annual | Annual | 250 | USD 40.00 | USD 10,000.00 |
| Zoom Phone US/Canada Phone Numbers Annual | Annual | 136 | USD 6.00 | USD 816.00 |
| Zoom Phone Common Area Annual | Annual | 52 | USD 45.60 | USD 2,371.20 |
| Zoom Phone Pay As You Go | Month | 1 | USD 0.00 | USD 0.00 |
| Zoom Phone Monthly Usage - overage fee | Month | NA | USD 1.0000 | NA |

| | | | | |
|--|--------|-------|------------|----------------|
| Zoom Phone Power Pack Annual | Annual | 10 | USD 285.00 | USD 2,850.00 |
| Zoom Phone Pro Annual | Annual | 3 | USD 0.00 | USD 0.00 |
| Zoom Phone US/Canada Unlimited Calling Named User Annual | Annual | 1,337 | USD 95.99 | USD 128,338.63 |
| Zoom Rooms Annual | Annual | 204 | USD 499.00 | USD 101,796.00 |
| Room Connector Annual | Annual | 60 | USD 499.00 | USD 29,940.00 |
| Workspace Reservation Annual | Annual | 25 | USD 15.00 | USD 375.00 |

| | |
|-----------------------------------|----------------|
| (Before Taxes) Annual Payment: | USD 661,827.83 |
|-----------------------------------|----------------|

| |
|--|
| Payment Schedule Summary (Before Taxes) |
| First Payment: USD 661,827.83 |

| |
|--|
| Other Terms & Notes |
| Zoom One is rebranding to Zoom Workplace! This new name does not impact your services. |
| Special Notes: |
| Other: |
| Named Host - means any licensed host who may host an unlimited number of meetings, one meeting at a time, during the Term using the Service. Any meeting will have at least one Named Host. Unless Customer has purchased an extended capacity, the number of participants (participants do not require a license) will not exceed 300 per meeting. Named Host license may not be shared or used by anyone other than the individual to whom the Named Host license is assigned. |
| Translated Captions as Add-on |
| Translation Named Host' means a user of Zoom Translated Captions, licensed hereunder. A Translation Named Host license may not be shared or used by anyone other than the individual to whom the Translation Named Host license is assigned. Customer may reassign licenses as needed within their account. |
| Concurrent Meetings |
| - Concurrent Meetings Basic enables a user to host an additional 4 meetings at once. |
| - Concurrent Meetings Plus enables a user to host an additional 20 meetings at once. |
| Country or region availability for Zoom Phone is listed on Zoom's website and is subject to change (see https://explore.zoom.us/docs/en-us/zoomphone/global-coverage.html). |
| Fees - The fees for the Services, if any, are described in the Order Form. The actual fees may also include overage amounts or per use charges for audio and/or cloud recording in addition to the fees in the Order, if such use is higher than the amounts described in the Order, and you agree to pay these amounts or charges if you incur them. Invoicing for Services begins on the first day that the service is available for use by the Customer and monthly thereafter for the duration Term, except for annual pre-pay option which is invoiced once in the first month of the annual term. Amendment orders will co-term with the existing subscription term end date. Invoices are pro-rated from paid period start date to base subscription end date. Purchase order, if any, issued in connection with this order should reference the above order form number. Commitments not utilized by the Customer during the month for which they are committed may not be carried forward into any subsequent month or term. All invoices for the subscription Services listed herein will be provided to the Customer via the billing email address associated with the corresponding Zoom Account. |
| All prices shown for Zoom services are exclusive of taxes and fees. The terms 'taxes' and 'fees' include but are not limited to: US state and local taxes, VAT, GST, HST, JCT, any other consumption based taxes, Digital Service Taxes, Universal Service Fund, or other telecom regulatory fees and Withholding Taxes that may apply upon making payments to Zoom. Any taxes that apply will be based on the prevailing rates in place at the time of invoicing. |

If you are exempt from any of these taxes or fees, please submit your exemption documentation online through the Billing Management section of your account. The document will be reviewed and if approved, will exempt you from all applicable taxes.

Regulatory telecommunications fees, such as USF or any similar foreign fee, will apply to Zoom Phone services and details of taxes and fees will be included in issued invoices.

Professional Services, if purchased, will be presented in a separate Order Form.

Zoom Global Telephone Coverage and Rates

Audio Table Format: Country | Landline Rate | Mobile Rate | Enabled Status

Y means audio for country is Enabled upon provisioning

N means audio for country is Not Enabled upon provisioning

SMS Format: Country | SMS Rate | Enabled Status

| Toll-Free Country Landline Rate Mobile Rate Enabled Status | Premium Country Landline Rate Mobile Rate Enabled Status | Callout Country Landline Rate Mobile Rate Enabled Status | SMS Country SMS Rate Enabled Status |
|---|---|---|---|
| Anguilla 1.0482 \$ 1.0482 \$ N | Algeria 0.5396 \$ 0.5396 \$ N | Algeria 0.334 \$ 1.67 \$ N | American Samoa(SMS-VN) 0.02 \$ Y |
| Antigua and Barbuda 1.0482 \$ 1.0482 \$ N | Angola 0.1296 \$ 0.1296 \$ N | American Samoa 0.005 \$ 0.005 \$ N | ANGUILLA(SMS-VN) 0.004 \$ Y |
| Argentina 0.358 \$ 0.358 \$ Y | Cayman Islands 0.1944 \$ 0.1944 \$ N | Angola 0.346 \$ 0.347 \$ N | ANTIGUA AND BARBUDA(SMS-VN) 0.004 \$ Y |
| Australia 0.096 \$ 0.096 \$ Y | China 0.0633 \$ 0.0633 \$ N | Anguilla 0.456 \$ 0.456 \$ N | ARGENTINA(SMS-VN) 0.004 \$ Y |
| Austria 0.185 \$ 0.803 \$ Y | Hong Kong SAR 0.0475 \$ 0.0475 \$ N | Antigua and Barbuda 0.456 \$ 0.456 \$ N | AUSTRALIA(SMS-VN) 0.10 \$ Y |
| Bahamas 0.7296 \$ 0.7296 \$ Y | India 0.0863 \$ 0.0863 \$ N | Argentina 0.146 \$ 1.111 \$ N | AUSTRIA(SMS-VN) 0.10 \$ Y |
| Bahrain 0.178 \$ 0.178 \$ Y | Indonesia 0.1079 \$ 0.1079 \$ N | Armenia 0.9756 \$ 0.9756 \$ N | BAHAMAS(SMS-VN) 0.004 \$ Y |
| Barbados 1.0482 \$ 1.0482 \$ N | Jamaica 0.0541 \$ 0.0541 \$ N | Australia 0.087 \$ 0.354 \$ N | BARBADOS(SMS-VN) 0.004 \$ Y |
| Belgium 0.061 \$ 0.134 \$ Y | Kazakhstan 0.3453 \$ 0.3453 \$ N | Austria 0.077 \$ 0.143 \$ N | BELGIUM(SMS-VN) 0.10 \$ Y |
| Bermuda 1.434 \$ 1.434 \$ Y | Kuwait 0.1296 \$ 0.1296 \$ N | Bahamas 0.355 \$ 0.355 \$ N | BELIZE(SMS-VN) 0.004 \$ Y |
| Bolivia 0.797 \$ 0.797 \$ Y | Macau SAR 0.2916 \$ 0.2916 \$ N | Bahrain 0.208 \$ 0.366 \$ N | BERMUDA(SMS-VN) 0.004 \$ Y |
| Bosnia and Herzegovina 0.892 \$ 0.892 \$ Y | Morocco 0.4101 \$ 0.4101 \$ N | Bangladesh 0.212 \$ 0.196 \$ N | Bolivia (Plurinational State of)(SMS-VN) 0.004 \$ Y |
| Botswana 1.7495 \$ 1.7495 \$ N | Namibia 0.1509 \$ 0.1509 \$ N | Barbados 0.476 \$ 0.476 \$ N | BRAZIL(SMS-VN) 0.004 \$ Y |
| Brazil 0.232 \$ 0.772 \$ Y | Nigeria 0.0648 \$ 0.0648 \$ N | Belgium 0.112 \$ 0.113 \$ N | CANADA(SMS-TF) 0.007 \$ Y |
| Brunei Darussalam 1.6855 \$ 1.6855 \$ N | Pakistan 0.2916 \$ 0.2916 \$ N | Belize 1.2287 \$ 1.2287 \$ N | CANADA(SMS-VN) 0.007 \$ Y |
| Bulgaria 0.491 \$ 0.491 \$ Y | Philippines 0.4968 \$ 0.4968 \$ N | Bermuda 0.456 \$ 0.456 \$ N | CAYMAN ISLANDS(SMS-VN) 0.004 \$ Y |
| Cambodia 0.793 \$ 0.793 \$ Y | Sri Lanka 0.4081 \$ 0.4081 \$ N | Bolivia 0.521 \$ 0.916 \$ N | CHILE(SMS-VN) 0.004 \$ Y |
| Canada 0.056 \$ 0.056 \$ Y | Taiwan 0.1296 \$ 0.1296 \$ N | Bosnia and Herzegovina 0.629 \$ 1.633 \$ N | China(SMS-VN) 0.02 \$ Y |
| Cayman Islands 0.957 \$ 0.957 \$ N | Thailand 0.1296 \$ 0.1296 \$ N | Botswana 0.278 \$ 1.005 \$ N | COLOMBIA(SMS-VN) 0.04 \$ Y |
| Chile 0.758 \$ 0.758 \$ Y | Trinidad and Tobago 0.4533 \$ 0.4533 \$ N | Brazil 0.111 \$ 0.831 \$ N | COSTA RICA(SMS-VN) 0.04 \$ Y |
| China 0.367 \$ 0.367 \$ Y | Tunisia 1.2953 \$ 1.2953 \$ N | Brunei Darussalam 0.1922 \$ 0.2156 \$ N | Czechia(SMS-VN) 0.10 \$ Y |
| Colombia 0.595 \$ 0.966 \$ Y | Uganda 0.2052 \$ 0.2052 \$ N | Bulgaria 0.109 \$ 1.056 \$ N | DENMARK(SMS-VN) 0.10 \$ Y |
| Costa Rica 0.957 \$ 0.957 \$ N | Ukraine 0.0432 \$ 0.0432 \$ N | Cambodia 0.354 \$ 0.354 \$ N | DOMINICA(SMS-VN) 0.004 \$ Y |
| Croatia 0.146 \$ 0.788 \$ Y | Vietnam 0.259 \$ 0.259 \$ N | Canada 0.054 \$ 0.054 \$ N | DOMINICAN REPUBLIC(SMS-VN) 0.12 \$ Y |
| Cyprus 0.052 \$ 0.1134 \$ Y | Zimbabwe 0.4749 \$ 0.4749 \$ N | Cayman Islands 0.262 \$ 0.262 \$ N | ECUADOR(SMS-VN) 0.004 \$ Y |
| Czech Republic 0.096 \$ 0.669 \$ Y | | Chile 0.146 \$ 0.901 \$ N | EL SALVADOR(SMS-VN) 0.004 \$ Y |
| Denmark 0.051 \$ 0.924 \$ Y | | China 0.084 \$ 0.084 \$ N | ESTONIA(SMS-VN) 0.02 \$ Y |
| Dominica 1.0482 \$ 1.0482 \$ N | | Colombia 0.191 \$ 0.191 \$ N | FINLAND(SMS-VN) 0.10 \$ Y |
| Dominican Republic 0.8935 \$ 0.8935 \$ Y | | Costa Rica 0.107 \$ 0.272 \$ N | FRANCE(SMS-VN) 0.10 \$ Y |
| Ecuador 0.988 \$ 0.988 \$ Y | | Croatia 0.12 \$ 1.43 \$ N | FRENCH GUIANA(SMS-VN) 0.10 \$ Y |
| Egypt 2.186 \$ 2.186 \$ Y | | Cyprus 0.089 \$ 0.358 \$ N | GERMANY(SMS-VN) 0.10 \$ Y |
| Estonia 0.2284 \$ 1.8673 \$ N | | Czech Republic 0.151 \$ 0.139 \$ N | GREECE(SMS-VN) 0.02 \$ Y |
| Fiji 2.135 \$ 2.135 \$ Y | | Denmark 0.059 \$ 0.178 \$ N | GREENLAND(SMS-VN) 0.10 \$ Y |
| Finland 0.225 \$ 0.5858 \$ Y | | Dominica 0.456 \$ 0.456 \$ N | GRENADA(SMS-VN) 0.004 \$ Y |
| | | Dominican Republic 0.098 \$ 0.098 \$ | GUAM(SMS-VN) 0.02 \$ Y |
| | | | GUATEMALA(SMS-VN) 0.02 \$ Y |
| | | | GUYANA(SMS-VN) 0.004 \$ Y |
| | | | HAITI(SMS-VN) 0.12 \$ Y |

France | 0.076 \$ | 0.191 \$ | Y
Georgia | 0.2746 \$ | 0.2746 \$ | N
Germany | 0.043 \$ | 0.826 \$ | Y
Ghana | 0.7296 \$ | 0.7296 \$ | Y
Greece | 0.052 \$ | 1.941 \$ | Y
Grenada | 1.0482 \$ | 1.0482 \$ | N
Guam | 0.7752 \$ | 0.7752 \$ | N
Guatemala | 1.115 \$ | 1.115 \$ | Y
Honduras | 0.892 \$ | 0.892 \$ | Y
Hong Kong SAR | 0.099 \$ | 0.099 \$ | Y
Hungary | 0.095 \$ | 0.298 \$ | Y
Iceland | 0.223 \$ | 0.223 \$ | Y
India | 0.237 \$ | 0.237 \$ | Y
Indonesia | 1.1391 \$ | 1.1391 \$ | N
Ireland | 0.067 \$ | 1.382 \$ | Y
Israel | 0.1273 \$ | 0.239 \$ | Y
Italy | 0.131 \$ | 0.607 \$ | Y
Jamaica | 0.00 \$ | 0.00 \$ | N
Japan | 0.346 \$ | 0.964 \$ | Y
Jordan | 0.00 \$ | 0.00 \$ | N
Kazakhstan | 1.3667 \$ | 1.3667 \$ | N
Kenya | 0.446 \$ | 0.446 \$ | Y
Korea, Republic of | 0.089 \$ | 0.134 \$ | Y
Latvia | 0.405 \$ | 0.405 \$ | Y
Lithuania | 0.057 \$ | 0.085 \$ | Y
Luxembourg | 0.136 \$ | 0.643 \$ | Y
Macau SAR | 0.956 \$ | 0.956 \$ | Y
Malaysia | 0.188 \$ | 0.188 \$ | Y
Malta | 0.312 \$ | 0.312 \$ | Y
Mauritius | 1.3667 \$ | 1.3667 \$ | N
Mexico | 0.157 \$ | 0.157 \$ | Y
Monaco | 0.1478 \$ | 0.1478 \$ | N
Montserrat | 1.0482 \$ | 1.0482 \$ | N
Morocco | 2.7324 \$ | 2.7324 \$ | N
Nepal | 1.1846 \$ | 1.1846 \$ | N
Netherlands | 0.3431 \$ | 0.885 \$ | Y
New Zealand | 0.058 \$ | 0.523 \$ | Y
Nicaragua | 0.00 \$ | 0.00 \$ | N
Nigeria | 1.466 \$ | 1.466 \$ | Y
North Macedonia | 0.701 \$ | 1.434 \$ | Y
Northern Mariana Islands | 0.2284 \$ | 0.2284 \$ | N
Norway | 0.102 \$ | 0.102 \$ | Y
Oman | 1.9586 \$ | 1.9586 \$ | Y
Panama | 0.097 \$ | 0.097 \$ | Y
Paraguay | 0.829 \$ | 0.829 \$ | Y
Peru | 0.464 \$ | 0.464 \$ | Y
Philippines | 0.225 \$ | 0.225 \$ | Y
Poland | 0.351 \$ | 0.351 \$ | Y
Portugal | 0.134 \$ | 0.637 \$ | Y
Puerto Rico | 0.1891 \$ | 0.1891 \$ | Y
Qatar | 0.758 \$ | 0.758 \$ | Y
Romania | 0.057 \$ | 0.198 \$ | Y

\$ | N
Ecuador | 0.514 \$ | 0.957 \$ | N
Egypt | 0.424 \$ | 0.601 \$ | N
El Salvador | 0.629 \$ | 1.005 \$ | N
Equatorial Guinea | 2.2411 \$ | 2.2411 \$ | N
Estonia | 0.934 \$ | 0.935 \$ | N
Fiji | 0.85 \$ | 0.85 \$ | N
Finland | 0.282 \$ | 0.84 \$ | N
France | 0.043 \$ | 0.196 \$ | N
Georgia | 0.321 \$ | 0.644 \$ | N
Germany | 0.084 \$ | 0.206 \$ | N
Ghana | 1.157 \$ | 1.157 \$ | N
Greece | 0.084 \$ | 0.144 \$ | N
Grenada | 0.456 \$ | 0.456 \$ | N
Guam | 0.005 \$ | 0.005 \$ | N
Guatemala | 0.502 \$ | 0.67 \$ | N
Honduras | 0.523 \$ | 0.72 \$ | N
Hong Kong SAR | 0.075 \$ | 0.18 \$ | N
Hungary | 0.081 \$ | 0.242 \$ | N
Iceland | 0.096 \$ | 0.309 \$ | N
India | 0.132 \$ | 0.104 \$ | N
Indonesia | 0.204 \$ | 0.359 \$ | N
Ireland | 0.063 \$ | 0.395 \$ | N
Israel | 0.339 \$ | 0.301 \$ | N
Italy | 0.052 \$ | 0.216 \$ | N
Jamaica | 0.341 \$ | 0.341 \$ | N
Japan | 0.162 \$ | 0.42 \$ | N
Jordan | 0.489 \$ | 0.796 \$ | N
Kazakhstan | 0.087 \$ | 0.439 \$ | N
Kenya | 0.626 \$ | 0.646 \$ | N
Korea, Republic of | 0.096 \$ | 0.132 \$ | N
Kuwait | 0.457 \$ | 0.457 \$ | N
Latvia | 0.414 \$ | 1.456 \$ | N
Lithuania | 0.639 \$ | 1.671 \$ | N
Luxembourg | 0.109 \$ | 0.773 \$ | N
Macau SAR | 0.388 \$ | 0.388 \$ | N
Malaysia | 0.069 \$ | 0.116 \$ | N
Maldives | 4.758 \$ | 4.758 \$ | N
Malta | 0.10 \$ | 0.24 \$ | N
Mauritius | 0.407 \$ | 0.411 \$ | N
Mexico | 0.069 \$ | 0.23 \$ | N
Monaco | 0.294 \$ | 1.592 \$ | N
Montserrat | 1.091 \$ | 1.091 \$ | N
Morocco | 0.084 \$ | 1.676 \$ | N
Nepal | 0.49 \$ | 0.49 \$ | N
Netherlands | 0.062 \$ | 0.278 \$ | N
New Zealand | 0.068 \$ | 0.247 \$ | N
Nigeria | 0.315 \$ | 0.315 \$ | N
North Macedonia | 0.67 \$ | 1.676 \$ | N
Norway | 0.064 \$ | 0.199 \$ | N
Oman | 0.544 \$ | 1.267 \$ | N
Pakistan | 0.557 \$ | 0.424 \$ | N
Panama | 0.18 \$ | 0.66 \$ | N
Paraguay | 0.18 \$ | 0.601 \$ | N
Peru | 0.107 \$ | 0.415 \$ | N
Philippines | 0.51 \$ | 0.774 \$ | N
Poland | 0.077 \$ | 0.294 \$ | N
Portugal | 0.068 \$ | 0.143 \$ | N
Puerto Rico | 0.043 \$ | 0.043 \$ | N
Qatar | 0.738 \$ | 0.919 \$ | N

HONDURAS(SMS-VN) | 0.004 \$ | Y
Hong Kong SAR(SMS-VN) | 0.12 \$ | Y
HUNGARY(SMS-VN) | 0.02 \$ | Y
INDIA(SMS-VN) | 0.02 \$ | Y
IRELAND(SMS-VN) | 0.10 \$ | Y
ISRAEL(SMS-VN) | 0.10 \$ | Y
ITALY(SMS-VN) | 0.10 \$ | Y
JAMAICA(SMS-VN) | 0.004 \$ | Y
JAPAN(SMS-VN) | 0.12 \$ | Y
Korea, Republic of(SMS-VN) | 0.14 \$ | Y
MEXICO(SMS-VN) | 0.004 \$ | Y
MONTERRAT(SMS-VN) | 0.02 \$ | Y
NEPAL(SMS-VN) | 0.02 \$ | Y
NETHERLANDS(SMS-VN) | 0.10 \$ | Y
NETHERLANDS ANTILLES(SMS-VN) | 0.004 \$ | Y
NEW ZEALAND(SMS-VN) | 0.10 \$ | Y
NICARAGUA(SMS-VN) | 0.004 \$ | Y
NORWAY(SMS-VN) | 0.10 \$ | Y
PANAMA(SMS-VN) | 0.004 \$ | Y
PARAGUAY(SMS-VN) | 0.004 \$ | Y
PERU(SMS-VN) | 0.004 \$ | Y
PHILIPPINES(SMS-VN) | 0.02 \$ | Y
POLAND(SMS-VN) | 0.10 \$ | Y
PORTUGAL(SMS-VN) | 0.10 \$ | Y
PUERTO RICO(SMS-VN) | 0.02 \$ | Y
ROMANIA(SMS-VN) | 0.20 \$ | Y
Russian Federation(SMS-VN) | 0.10 \$ | Y
SAINT KITTS AND NEVIS(SMS-VN) | 0.004 \$ | Y
SAINT LUCIA(SMS-VN) | 0.004 \$ | Y
SAINT VINCENT AND THE GRENADINES(SMS-VN) | 0.12 \$ | Y
SINGAPORE(SMS-VN) | 0.14 \$ | Y
SOUTH AFRICA(SMS-VN) | 0.10 \$ | Y
SPAIN(SMS-VN) | 0.10 \$ | Y
SURINAME(SMS-VN) | 0.02 \$ | Y
SWEDEN(SMS-VN) | 0.10 \$ | Y
SWITZERLAND(SMS-VN) | 0.10 \$ | Y
Taiwan, China(SMS-VN) | 0.14 \$ | Y
THAILAND(SMS-VN) | 0.02 \$ | Y
Timor-Leste(SMS-VN) | 0.02 \$ | Y
TURKEY(SMS-VN) | 0.02 \$ | Y
TURKS AND CAICOS ISLANDS(SMS-VN) | 0.004 \$ | Y
UNITED KINGDOM(SMS-VN) | 0.10 \$ | Y
United States of America(SMS-TF) | 0.007 \$ | Y
United States of America(SMS-VN) | 0.007 \$ | Y
URUGUAY(SMS-VN) | 0.004 \$ | Y
Venezuela (Bolivarian Republic of)(SMS-VN) | 0.02 \$ | Y
Viet Nam(SMS-VN) | 0.02 \$ | Y

| | | |
|--|--|---|
| Russia 0.382 \$ 0.382 \$ Y | Romania 0.112 \$ 0.312 \$ N | Virgin Islands (British)(SMS-VN) 0.004 \$ Y |
| Saint Kitts and Nevis 1.0482 \$ 1.0482 \$ N | Russia 0.146 \$ 0.752 \$ N | Virgin Islands (U.S.)(SMS-VN) 0.02 \$ Y |
| Saudi Arabia 0.956 \$ 0.956 \$ Y | Rwanda 1.466 \$ 1.432 \$ N | |
| Serbia 1.466 \$ 1.466 \$ Y | Saint Kitts and Nevis 0.683 \$ 0.683 \$ N | |
| Singapore 0.108 \$ 0.108 \$ Y | Saint Lucia 0.456 \$ 0.456 \$ N | |
| Slovakia 0.341 \$ 1.064 \$ Y | Saint Vincent and the Grenadines 0.456 \$ 0.456 \$ N | |
| Slovenia 0.221 \$ 0.568 \$ Y | Saudi Arabia 0.592 \$ 0.727 \$ N | |
| South Africa 0.252 \$ 0.252 \$ Y | Singapore 0.063 \$ 0.063 \$ N | |
| Spain 0.0915 \$ 0.928 \$ Y | Sint-Maarten (Dutch) 0.456 \$ 0.456 \$ N | |
| Sri Lanka 1.2757 \$ 1.2757 \$ N | Slovakia 0.093 \$ 0.676 \$ N | |
| Sweden 0.068 \$ 0.487 \$ Y | Slovenia 0.121 \$ 0.339 \$ N | |
| Switzerland 0.291 \$ 1.523 \$ Y | South Africa 0.101 \$ 0.258 \$ N | |
| Taiwan 0.219 \$ 0.473 \$ Y | Spain 0.071 \$ 0.235 \$ N | |
| Tanzania 1.3214 \$ 1.3214 \$ N | Sri Lanka 0.607 \$ 0.607 \$ N | |
| Thailand 0.924 \$ 0.924 \$ Y | Sweden 0.071 \$ 0.129 \$ N | |
| Trinidad and Tobago 0.5475 \$ 0.5475 \$ N | Switzerland 0.348 \$ 0.49 \$ N | |
| Turks and Caicos Islands 1.0482 \$ 1.0482 \$ N | Taiwan 0.101 \$ 0.523 \$ N | |
| Uganda 0.7752 \$ 0.7752 \$ N | Tanzania 1.382 \$ 1.341 \$ N | |
| Ukraine 0.736 \$ 0.736 \$ Y | Thailand 0.158 \$ 0.158 \$ N | |
| United Arab Emirates 0.819 \$ 0.819 \$ Y | Trinidad and Tobago 0.319 \$ 0.319 \$ N | |
| United Kingdom 0.086 \$ 0.186 \$ Y | Turkey 0.224 \$ 0.769 \$ N | |
| United States 0.056 \$ 0.056 \$ Y | Turks and Caicos Islands 0.401 \$ 0.401 \$ N | |
| Uruguay 1.2303 \$ 1.2303 \$ Y | Uganda 1.531 \$ 1.531 \$ N | |
| Uzbekistan 0.00 \$ 0.00 \$ N | Ukraine 0.546 \$ 1.179 \$ N | |
| Venezuela 0.825 \$ 0.825 \$ Y | United Arab Emirates 1.087 \$ 1.087 \$ N | |
| Vietnam 1.0829 \$ 1.0829 \$ N | United Kingdom 0.059 \$ 0.132 \$ N | |
| Virgin Islands (British) 1.0482 \$ 1.0482 \$ N | United States 0.043 \$ 0.043 \$ N | |
| | Uruguay 0.417 \$ 1.875 \$ N | |
| | Uzbekistan 0.339 \$ 0.782 \$ N | |
| | Venezuela 0.052 \$ 0.167 \$ N | |
| | Vietnam 0.395 \$ 0.395 \$ N | |
| | Virgin Islands (British) 0.319 \$ 0.319 \$ N | |
| | Virgin Islands (U.S.) 0.081 \$ 0.081 \$ N | |

Zoom Phone Rates

Zoom Phone Table Format: Country | Landline Rate | Mobile Rate | Special Rate | Enabled Status

Y means Zoom Phone for country is Enabled upon provisioning

N means Zoom Phone for country is Not Enabled upon provisioning

Note: All rates shown are per call, per minute. Calls are billed in 60 second intervals.

| Toll-Free | Callout |
|---|---|
| Country Landline Rate Mobile Rate Special Rate Enabled Status | Country Landline Rate Mobile Rate Special Rate Enabled Status |
| | ANTIGUA AND BARBUDA 1.0218 \$ 1.0486 \$ 0 \$ Y |
| | ARGENTINA 0.1156 \$ 0.5623 \$ 0 \$ Y |
| | AUSTRIA 0.0501 \$ 0.2300 \$ 1.0235 \$ Y |
| | BULGARIA 0.1186 \$ 0.8406 \$ 0 \$ Y |

BOLIVIA (PLURINATIONAL STATE OF) | 0.5155 \$ | 0.8003 \$ | 0 \$ | Y
BONAIRE, SINT EUSTATIUS AND SABA | 0.7028 \$ | 0.7028 \$ | 0 \$ | Y
BOTSWANA | 0.4360 \$ | 0.9398 \$ | 0 \$ | Y
COCOS (KEELING) ISLANDS | 0.4552 \$ | 0 \$ | 0 \$ | Y
CONGO | 1.4000 \$ | 1.4000 \$ | 1.4000 \$ | Y
SWITZERLAND | 0.3694 \$ | 0.7011 \$ | 1.0331 \$ | Y
CUBA | 3.0799 \$ | 5.6543 \$ | 0 \$ | Y
CURAÇAO | 0.2813 \$ | 0.7028 \$ | 0 \$ | Y
CHRISTMAS ISLAND | 0.4552 \$ | 0 \$ | 0 \$ | Y
CYPRUS | 0.0953 \$ | 0.2861 \$ | 0 \$ | Y
GERMANY | 0.0353 \$ | 0.1434 \$ | 0.7211 \$ | Y
DOMINICAN REPUBLIC | 0.1716 \$ | 0.3824 \$ | 0 \$ | Y
ALGERIA | 0.3773 \$ | 2.1167 \$ | 0 \$ | Y
ECUADOR | 0.5392 \$ | 0.7572 \$ | 0 \$ | Y
WESTERN SAHARA | 0.5182 \$ | 0 \$ | 0 \$ | Y
SPAIN | 0.0381 \$ | 0.1832 \$ | 0.6374 \$ | Y
FINLAND | 0.8584 \$ | 0.8640 \$ | 0 \$ | Y
GRENADA | 1.0196 \$ | 1.2758 \$ | 0 \$ | Y
GREECE | 0.0911 \$ | 0.3357 \$ | 0 \$ | Y
HONG KONG SAR | 0.0863 \$ | 0.1333 \$ | 0 \$ | Y
INDONESIA | 0.1486 \$ | 0.2407 \$ | 0 \$ | Y
ISRAEL | 0.0639 \$ | 0.1161 \$ | 0 \$ | Y
INDIA | 0.0915 \$ | 0.0837 \$ | 0 \$ | Y
IRAN | 1.2762 \$ | 1.3672 \$ | 0 \$ | Y
JORDAN | 0.6552 \$ | 0.8567 \$ | 0 \$ | Y
KENYA | 0.9342 \$ | 0.7235 \$ | 0 \$ | Y
CAYMAN ISLANDS | 0.7259 \$ | 0.4934 \$ | 0 \$ | Y
KAZAKHSTAN | 0.3587 \$ | 0.6853 \$ | 0 \$ | Y
SAINT LUCIA | 0.9581 \$ | 0.5276 \$ | 0 \$ | Y
MALAYSIA | 0.1001 \$ | 0.0918 \$ | 0 \$ | Y
NETHERLANDS | 0.0913 \$ | 0.4453 \$ | 1.3658 \$ | Y
NEW ZEALAND | 0.0567 \$ | 0.2556 \$ | 0 \$ | Y
OMAN | 0.5335 \$ | 1.1352 \$ | 0 \$ | Y
PANAMA | 0.0485 \$ | 0.9940 \$ | 0 \$ | Y
PHILIPPINES | 0.5808 \$ | 0.7074 \$ | 0 \$ | Y
POLAND | 0.1370 \$ | 0.3728 \$ | 0 \$ | Y
PORTUGAL | 0.0260 \$ | 0.1545 \$ | 0.6336 \$ | Y
RÉUNION | 0.3569 \$ | 0.6072 \$ | 0 \$ | Y
ROMANIA | 0.0812 \$ | 0.2815 \$ | 0 \$ | Y
RUSSIAN FEDERATION | 0.1054 \$ | 0.8892 \$ | 0 \$ | Y
SATELLITE - AEROMOBILE | 0 \$ | 44.8179 \$ | 0 \$ | Y
SUDAN | 1.4455 \$ | 1.4742 \$ | 0 \$ | Y
SATELLITE - EMSAT | 0 \$ | 21.0161 \$ | 0 \$ | Y
SINGAPORE | 0.0329 \$ | 0.0335 \$ | 0 \$ | Y
SLOVENIA | 0.1855 \$ | 1.1228 \$ | 0 \$ | Y
SATELLITE - INMARSAT-AERO | 0 \$ | 29.5946 \$ | 0 \$ | Y
SATELLITE - INMARSAT-BGAN-HSD | 0 \$ | 38.1728 \$ | 0 \$ | Y
SATELLITE - INMARSAT-B-HSD | 0 \$ | 48.2519 \$ | 0 \$ | Y
SATELLITE - INMARSAT-M4-HSD | 0 \$ | 43.9628 \$ | 0 \$ | Y
SATELLITE - INMARSAT-MINI M | 0 \$ | 31.7388 \$ | 0 \$ | Y
SATELLITE - INMARSAT-B | 0 \$ | 37.3146 \$ | 0 \$ | Y
SATELLITE - INMARSAT-M | 0 \$ | 11.3661 \$ | 0 \$ | Y
SATELLITE - INMARSAT-BGAN | 0 \$ | 29.5946 \$ | 0 \$ | Y
SATELLITE - MCP | 0 \$ | 12.2242 \$ | 0 \$ | Y
SATELLITE - GLOBALSTAR | 0 \$ | 16.0838 \$ | 0 \$ | Y
SATELLITE - IRIDIUM | 0 \$ | 31.7388 \$ | 0 \$ | Y
SATELLITE - INMARSAT | 0 \$ | 36.0284 \$ | 0 \$ | Y
SATELLITE - THURAYA | 0 \$ | 28.7368 \$ | 0 \$ | Y
UKRAINE | 0.5868 \$ | 1.0755 \$ | 0 \$ | Y
URUGUAY | 0.2285 \$ | 0.8432 \$ | 0 \$ | Y
HOLY SEE (VATICAN CITY) | 0.0082 \$ | 0 \$ | 0 \$ | Y
VENEZUELA (BOLIVARIAN REPUBLIC OF) | 0.0518 \$ | 0.2809 \$ | 0 \$ | Y
VIRGIN ISLANDS (U.S.) | 0.9646 \$ | 1.5308 \$ | 0 \$ | Y

ASCENSION ISLAND | 1.8943 \$ | 1.0650 \$ | 3.2044 \$ | Y
ANDORRA | 0.1589 \$ | 0.3480 \$ | 0.7050 \$ | Y
UNITED ARAB EMIRATES | 0.6535 \$ | 0.6535 \$ | 0 \$ | Y
AFGHANISTAN | 0.3124 \$ | 0.3766 \$ | 0 \$ | Y
ANGUILLA | 1.0442 \$ | 1.0442 \$ | 0 \$ | Y
ALBANIA | 0.2534 \$ | 0.7026 \$ | 1.2132 \$ | Y
ARMENIA | 0.3098 \$ | 0.3455 \$ | 0.5100 \$ | Y
NETHERLANDS ANTILLES | 0.1956 \$ | 0.1500 \$ | 0.5001 \$ | Y
ANGOLA | 0.6882 \$ | 0.5871 \$ | 0 \$ | Y
AMERICAN SAMOA | 0.3267 \$ | 0.3267 \$ | 0 \$ | Y
AUSTRALIA | 0.0443 \$ | 0.1820 \$ | 0 \$ | Y
ARUBA | 0.1557 \$ | 0.3294 \$ | 0.9750 \$ | Y
AZERBAIJAN | 0.4340 \$ | 0.5256 \$ | 0.6301 \$ | Y
BOSNIA AND HERZEGOVINA | 0.6177 \$ | 1.3130 \$ | 0 \$ | Y
BARBADOS | 0.9720 \$ | 1.0238 \$ | 0 \$ | Y
BANGLADESH | 0.1703 \$ | 0.1697 \$ | 0 \$ | Y
BELGIUM | 0.3080 \$ | 0.5272 \$ | 1.3329 \$ | Y
BURKINA FASO | 0.5944 \$ | 0.6532 \$ | 0 \$ | Y
BAHRAIN | 0.4356 \$ | 0.5154 \$ | 0 \$ | Y
BURUNDI | 0.7880 \$ | 0.8907 \$ | 1.1390 \$ | Y
BENIN | 0.6020 \$ | 0.5223 \$ | 0 \$ | Y
BERMUDA | 0.3216 \$ | 0.3216 \$ | 0 \$ | Y
BRUNEI DARUSSALAM | 0.1424 \$ | 0.0558 \$ | 0.5100 \$ | Y
BRAZIL | 0.0524 \$ | 0.2582 \$ | 0 \$ | Y
BAHAMAS | 0.6278 \$ | 0.6278 \$ | 0 \$ | Y
BHUTAN | 0.1257 \$ | 0.1025 \$ | 0.5100 \$ | Y
BELARUS | 0.6629 \$ | 0.6641 \$ | 1.6666 \$ | Y
BELIZE | 1.5330 \$ | 1.5330 \$ | 0 \$ | Y
CANADA | 0.0355 \$ | 0.0355 \$ | 0 \$ | Y
CONGO, DEMOCRATIC REPUBLIC OF THE | 0.8670 \$ | 0.7109 \$ | 3.3357 \$ | Y
CENTRAL AFRICAN REPUBLIC | 1.0972 \$ | 0.8121 \$ | 0 \$ | Y
COTE D'IVOIRE | 0.6700 \$ | 0.7129 \$ | 2.2679 \$ | Y
COOK ISLANDS | 1.5994 \$ | 1.3205 \$ | 0 \$ | Y
CHILE | 0.1132 \$ | 0.5309 \$ | 0 \$ | Y
CAMEROON | 0.4107 \$ | 0.5179 \$ | 3.1224 \$ | Y
CHINA | 0.0395 \$ | 0.0395 \$ | 0 \$ | Y
COLOMBIA | 0.1170 \$ | 0.1003 \$ | 0 \$ | Y
COSTA RICA | 0.1231 \$ | 0.3139 \$ | 0 \$ | Y
CABO VERDE | 0.5317 \$ | 0.3612 \$ | 1.0650 \$ | Y
CZECHIA | 0.1130 \$ | 0.2348 \$ | 0 \$ | Y
DIEGO GARCIA | 0.4350 \$ | 0.4350 \$ | 0.5100 \$ | Y
DJIBOUTI | 0.7215 \$ | 0.5718 \$ | 1.0650 \$ | Y
DENMARK | 0.0327 \$ | 0.1404 \$ | 0.5737 \$ | Y
DOMINICA | 1.0227 \$ | 0.7727 \$ | 0 \$ | Y
ESTONIA | 2.1381 \$ | 2.0891 \$ | 0 \$ | Y
EGYPT | 0.4326 \$ | 0.6226 \$ | 0 \$ | Y
ERITREA | 0.7029 \$ | 0.4078 \$ | 1.0650 \$ | Y
ETHIOPIA | 0.4027 \$ | 0.3803 \$ | 1.0200 \$ | Y
FIJI | 1.5038 \$ | 0.7631 \$ | 0 \$ | Y
FALKLAND ISLANDS (MALVINAS) | 1.9702 \$ | 1.9702 \$ | 0 \$ | Y
MICRONESIA (FEDERATED STATES OF) | 0.8686 \$ | 0.8308 \$ | 0 \$ | Y
FAROE ISLANDS | 0.1524 \$ | 0.0288 \$ | 0.9150 \$ | Y
FRANCE | 0.0329 \$ | 0.1260 \$ | 0.8651 \$ | Y
GABON | 0.6246 \$ | 0.6921 \$ | 0 \$ | Y
UNITED KINGDOM | 0.0233 \$ | 0.0682 \$ | 0 \$ | Y
GEORGIA | 0.8426 \$ | 1.1833 \$ | 0 \$ | Y
FRENCH GUIANA | 0.2043 \$ | 0.1204 \$ | 0.2666 \$ | Y
GUERNSEY | 0.0233 \$ | 0.0682 \$ | 0 \$ | Y
GHANA | 1.1366 \$ | 1.1366 \$ | 0 \$ | Y
GIBRALTAR | 0.2334 \$ | 0.9396 \$ | 0 \$ | Y
GREENLAND | 1.1250 \$ | 0.3228 \$ | 0 \$ | Y
GAMBIA | 0.6642 \$ | 0.8010 \$ | 0 \$ | Y
GUINEA | 1.1618 \$ | 0.9137 \$ | 1.6155 \$ | Y

GUADELOUPE, SAINT-MARTIN (FRENCH) AND SAINT BARTHÉLEMY | 0.0265 \$ | 0.1017 \$ | 0.8025 \$ | Y
EQUATORIAL GUINEA | 2.7398 \$ | 2.7398 \$ | 0 \$ | Y
GUATEMALA | 0.6250 \$ | 0.7812 \$ | 0 \$ | Y
GUAM | 0.0409 \$ | 0.0409 \$ | 0 \$ | Y
GUINEA-BISSAU | 0.8951 \$ | 0.9941 \$ | 0 \$ | Y
GUYANA | 0.3330 \$ | 0.3282 \$ | 0.4940 \$ | Y
HONDURAS | 0.1846 \$ | 0.2305 \$ | 0.4249 \$ | Y
CROATIA | 0.4580 \$ | 1.2510 \$ | 0 \$ | Y
HAITI | 0.3532 \$ | 0.4437 \$ | 1.3823 \$ | Y
HUNGARY | 0.1209 \$ | 0.2156 \$ | 0 \$ | Y
IRELAND | 0.0256 \$ | 0.1784 \$ | 0 \$ | Y
ISLE OF MAN | 0.0233 \$ | 0.0682 \$ | 0 \$ | Y
IRAQ | 0.2409 \$ | 0.2955 \$ | 0.7962 \$ | Y
ICELAND | 0.2305 \$ | 0.1054 \$ | 0 \$ | Y
ITALY | 0.0338 \$ | 0.2172 \$ | 0.5736 \$ | Y
JERSEY | 0.0233 \$ | 0.0682 \$ | 0 \$ | Y
JAMAICA | 1.0442 \$ | 1.0442 \$ | 0 \$ | Y
JAPAN | 0.0601 \$ | 0.1370 \$ | 0 \$ | Y
KYRGYZSTAN | 0.2141 \$ | 0.3367 \$ | 1.0750 \$ | Y
CAMBODIA | 0.3497 \$ | 0.3497 \$ | 0 \$ | Y
KIRIBATI | 1.9284 \$ | 2.1749 \$ | 0 \$ | Y
COMOROS | 0.6617 \$ | 0.7148 \$ | 0 \$ | Y
SAINT KITTS AND NEVIS | 0.9292 \$ | 0.9292 \$ | 0 \$ | Y
KOREA, REPUBLIC OF | 0.1029 \$ | 0.1029 \$ | 0 \$ | Y
KUWAIT | 0.3625 \$ | 0.3625 \$ | 0 \$ | Y
LAO PEOPLE'S DEMOCRATIC REPUBLIC | 0.2884 \$ | 0.1503 \$ | 0.5100 \$ | Y
LEBANON | 0.1964 \$ | 0.2401 \$ | 0.3433 \$ | Y
LIECHTENSTEIN | 0.4236 \$ | 0.2130 \$ | 1.0276 \$ | Y
SRI LANKA | 0.6953 \$ | 0.6953 \$ | 0 \$ | Y
LIBERIA | 0.7744 \$ | 0.7668 \$ | 1.4157 \$ | Y
LESOTHO | 0.7845 \$ | 1.1530 \$ | 3.5865 \$ | Y
LITHUANIA | 1.8394 \$ | 1.4790 \$ | 0 \$ | Y
LUXEMBOURG | 0.3562 \$ | 0.3832 \$ | 0 \$ | Y
LATVIA | 2.1202 \$ | 2.4842 \$ | 0 \$ | Y
LIBYA | 0.6169 \$ | 0.4497 \$ | 1.0650 \$ | Y
MOROCCO | 0.5183 \$ | 2.1320 \$ | 0 \$ | Y
MONACO | 0.8023 \$ | 2.1247 \$ | 0 \$ | Y
MOLDOVA, REPUBLIC OF | 0.4672 \$ | 0.4992 \$ | 1.0698 \$ | Y
MONTENEGRO | 0.3536 \$ | 0.8558 \$ | 0.8513 \$ | Y
MADAGASCAR | 1.0043 \$ | 1.0901 \$ | 1.5120 \$ | Y
MARSHALL ISLANDS | 0.4046 \$ | 0.4046 \$ | 1.0650 \$ | Y
NORTH MACEDONIA | 0.6601 \$ | 1.5052 \$ | 0 \$ | Y
MALI | 0.5561 \$ | 0.6258 \$ | 1.0650 \$ | Y
MYANMAR | 0.2574 \$ | 0.3550 \$ | 0 \$ | Y
MONGOLIA | 0.0699 \$ | 0.0500 \$ | 0.2615 \$ | Y
MACAU SAR | 0.4726 \$ | 0.4726 \$ | 0 \$ | Y
NORTHERN MARIANA ISLANDS | 0.0343 \$ | 0.0343 \$ | 0 \$ | Y
MARTINIQUE | 0.0465 \$ | 0.1033 \$ | 0.6329 \$ | Y
MAURITANIA | 0.8688 \$ | 1.0065 \$ | 1.2753 \$ | Y
MONTSERRAT | 1.2006 \$ | 1.2006 \$ | 0 \$ | Y
MALTA | 0.3331 \$ | 0.6612 \$ | 0 \$ | Y
MAURITIUS | 0.7170 \$ | 0.6363 \$ | 0 \$ | Y
MALDIVES | 5.7020 \$ | 5.7020 \$ | 0 \$ | Y
MALAWI | 0.7964 \$ | 0.6770 \$ | 1.0650 \$ | Y
MEXICO | 0.0501 \$ | 0.1711 \$ | 0 \$ | Y
MOZAMBIQUE | 0.2722 \$ | 0.4588 \$ | 1.1937 \$ | Y
NAMIBIA | 0.2139 \$ | 0.1839 \$ | 0.7650 \$ | Y
NEW CALEDONIA | 0.9750 \$ | 0.4491 \$ | 1.0650 \$ | Y
NIGER | 0.7102 \$ | 0.5895 \$ | 2.4956 \$ | Y
NORFOLK ISLAND | 2.1209 \$ | 1.0650 \$ | 0 \$ | Y
NIGERIA | 0.6428 \$ | 0.6428 \$ | 0 \$ | Y
NICARAGUA | 0.1902 \$ | 0.3507 \$ | 0.5568 \$ | Y

NORWAY | 0.0338 \$ | 0.1522 \$ | 0 \$ | Y
NEPAL | 0.5329 \$ | 0.5329 \$ | 0 \$ | Y
NAURU | 1.8562 \$ | 2.0260 \$ | 0 \$ | Y
NIUE | 1.7966 \$ | 1.3181 \$ | 0 \$ | Y
PERU | 0.0487 \$ | 0.1476 \$ | 0 \$ | Y
FRENCH POLYNESIA | 0.4110 \$ | 0.5337 \$ | 2.2146 \$ | Y
PAPUA NEW GUINEA | 0.9428 \$ | 1.3329 \$ | 0 \$ | Y
PAKISTAN | 0.5737 \$ | 0.5737 \$ | 0 \$ | Y
SAINT PIERRE AND MIQUELON | 0.5816 \$ | 0.5816 \$ | 1.1250 \$ | Y
PUERTO RICO | 0.0242 \$ | 0.0242 \$ | 0 \$ | Y
PALESTINE, STATE OF | 0.2667 \$ | 0.3118 \$ | 0 \$ | Y
PALAU | 0.4532 \$ | 0.4417 \$ | 0 \$ | Y
PARAGUAY | 0.1531 \$ | 0.2971 \$ | 0 \$ | Y
QATAR | 0.8432 \$ | 0.8784 \$ | 0 \$ | Y
SERBIA | 0.2929 \$ | 0.4437 \$ | 0.7008 \$ | Y
RWANDA | 1.1030 \$ | 1.2498 \$ | 0 \$ | Y
SAUDI ARABIA | 0.3749 \$ | 0.5608 \$ | 0 \$ | Y
SOLOMON ISLANDS | 0.9750 \$ | 1.9255 \$ | 0 \$ | Y
SEYCHELLES | 1.1088 \$ | 1.0784 \$ | 2.0642 \$ | Y
SWEDEN | 0.0234 \$ | 0.0956 \$ | 0.6136 \$ | Y
SAINT HELENA, ASCENSION AND TRISTAN DA CUNHA | 2.4267 \$ | 2.3385 \$ | 0 \$ | Y
SVALBARD AND JAN MAYEN | 0.0338 \$ | 0.1522 \$ | 0 \$ | Y
SLOVAKIA | 0.0701 \$ | 0.4768 \$ | 0 \$ | Y
SIERRA LEONE | 0.8439 \$ | 0.7772 \$ | 0.9874 \$ | Y
SAN MARINO | 0.8929 \$ | 0.3148 \$ | 0 \$ | Y
SENEGAL | 0.7273 \$ | 0.8951 \$ | 1.5893 \$ | Y
SOMALIA | 0.7888 \$ | 0.7763 \$ | 1.0729 \$ | Y
SURINAME | 0.1996 \$ | 0.4533 \$ | 0.8502 \$ | Y
SOUTH SUDAN | 0.6542 \$ | 0.7173 \$ | 0 \$ | Y
SAO TOME AND PRINCIPE | 1.5976 \$ | 1.5740 \$ | 0 \$ | Y
EL SALVADOR | 0.8294 \$ | 0.6228 \$ | 0 \$ | Y
SINT MAARTEN (DUTCH PART) | 0.4137 \$ | 0.4678 \$ | 0 \$ | Y
ESWATINI | 0.2293 \$ | 0.2666 \$ | 0.4107 \$ | Y
TURKS AND CAICOS ISLANDS | 1.4110 \$ | 1.6546 \$ | 0 \$ | Y
CHAD | 0.8300 \$ | 0.8565 \$ | 1.0957 \$ | Y
FRENCH SOUTHERN TERRITORIES | 0.0230 \$ | 0.1601 \$ | 0 \$ | Y
TOGO | 0.5079 \$ | 0.4711 \$ | 0 \$ | Y
THAILAND | 0.1271 \$ | 0.1271 \$ | 0 \$ | Y
TAJIKISTAN | 0.2603 \$ | 0.2817 \$ | 2.2887 \$ | Y
TOKELAU | 0.9750 \$ | 2.4545 \$ | 0 \$ | Y
TIMOR-LESTE | 0.9750 \$ | 0.9269 \$ | 0 \$ | Y
TURKMENISTAN | 0.4350 \$ | 0.4350 \$ | 0.5100 \$ | Y
TUNISIA | 1.2254 \$ | 1.2586 \$ | 3.8999 \$ | Y
TONGA | 1.4663 \$ | 1.5130 \$ | 0 \$ | Y
TURKEY | 0.2271 \$ | 0.5803 \$ | 0 \$ | Y
TRINIDAD AND TOBAGO | 0.5075 \$ | 0.6433 \$ | 0 \$ | Y
TAIWAN, CHINA | 0.0741 \$ | 0.4129 \$ | 0 \$ | Y
TANZANIA, UNITED REPUBLIC OF | 1.6103 \$ | 1.6103 \$ | 0 \$ | Y
UGANDA | 1.6086 \$ | 1.6086 \$ | 0 \$ | Y
UNITED STATES MINOR OUTLYING ISLANDS | 0.0343 \$ | 0.0343 \$ | 0 \$ | Y
UNITED STATES OF AMERICA | 0.0318 \$ | 0.0318 \$ | 0 \$ | Y
UZBEKISTAN | 0.3047 \$ | 0.3047 \$ | 0 \$ | Y
SAINT VINCENT AND THE GRENADINES | 0.9717 \$ | 0.5279 \$ | 0 \$ | Y
VIRGIN ISLANDS (BRITISH) | 0.4557 \$ | 0.4557 \$ | 0 \$ | Y
VIET NAM | 0.3142 \$ | 0.3142 \$ | 0 \$ | Y
VANUATU | 1.3260 \$ | 1.4891 \$ | 0 \$ | Y
WALLIS AND FUTUNA | 0.9750 \$ | 0.9750 \$ | 0.9768 \$ | Y
SAMOA | 0.3329 \$ | 0.9589 \$ | 0 \$ | Y
YEMEN | 0.2885 \$ | 0.2296 \$ | 0 \$ | Y
MAYOTTE | 0.2471 \$ | 0.4199 \$ | 1.0650 \$ | Y
SOUTH AFRICA | 0.3844 \$ | 0.6876 \$ | 0 \$ | Y
ZAMBIA | 0.7470 \$ | 0.7075 \$ | 0 \$ | Y
ZIMBABWE | 0.3413 \$ | 0.6389 \$ | 0 \$ | Y

| Shared Cost Country Landline Rate Mobile Rate Special Rate Enabled Status | National Country Landline Rate Mobile Rate Special Rate Enabled Status |
|--|--|
| CHINA 0.3337 \$ 0.3337 \$ 0 \$ Y | KOREA, REPUBLIC OF 0.2847 \$ 0.2847 \$ 0 \$ Y PORTUGAL 0.0075 \$ 0.0075 \$ 0 \$ Y |

| ITFS Country Landline Rate Mobile Rate Special Rate Enabled Status | Mobile Phone Number Call-in Country Landline Rate Mobile Rate Special Rate Enabled Status |
|---|--|
| UNITED ARAB EMIRATES 0.9120 \$ 0.9120 \$ 0 \$ Y AUSTRIA 0.1222 \$ 0.3626 \$ 0 \$ Y BOSNIA AND HERZEGOVINA 0.6118 \$ 0.6118 \$ 0 \$ Y BULGARIA 0.3434 \$ 0.3434 \$ 0 \$ Y BRUNEI DARUSSALAM 0.7340 \$ 0.7340 \$ 0 \$ Y COSTA RICA 0.5292 \$ 0.5292 \$ 0 \$ Y CYPRUS 0.2483 \$ 0.2483 \$ 0 \$ Y DOMINICAN REPUBLIC 0.5838 \$ 0.5838 \$ 0 \$ Y ECUADOR 0.7477 \$ 0.7477 \$ 0 \$ Y EGYPT 0.7169 \$ 0.7169 \$ 0 \$ Y GUADELOUPE 0.5726 \$ 0.5726 \$ 0 \$ Y INDIA 0.4108 \$ 0.4108 \$ 0 \$ Y ICELAND 0.1985 \$ 0.1985 \$ 0 \$ Y JAMAICA 0.5462 \$ 0.5462 \$ 0 \$ Y JORDAN 0.8738 \$ 0.8738 \$ 0 \$ Y JAPAN 0.4040 \$ 1.7309 \$ 0 \$ Y KENYA 0.5462 \$ 0.5462 \$ 0 \$ Y CAMBODIA 0.7169 \$ 0.7169 \$ 0 \$ Y SRI LANKA 0.7477 \$ 0.7477 \$ 0 \$ Y MOLDOVA, REPUBLIC OF 0.8426 \$ 0.8426 \$ 0 \$ Y NORTH MACEDONIA 0.4695 \$ 1.1867 \$ 0 \$ Y MALTA 0.2251 \$ 0.2251 \$ 0 \$ Y OMAN 1.1949 \$ 1.1949 \$ 0 \$ Y PANAMA 0.1639 \$ 0.1639 \$ 0 \$ Y PHILIPPINES 0.9218 \$ 0.9218 \$ 0 \$ Y PUERTO RICO 0.0990 \$ 0.0990 \$ 0 \$ Y PARAGUAY 0.7306 \$ 0.7306 \$ 0 \$ Y QATAR 0.6930 \$ 0.6930 \$ 0 \$ Y RÉUNION 0.5726 \$ 0.5726 \$ 0 \$ Y SAUDI ARABIA 0.9571 \$ 0.9571 \$ 0 \$ Y TANZANIA, UNITED REPUBLIC OF 0.7852 \$ 0.7852 \$ 0 \$ Y UGANDA 0.3585 \$ 0.3585 \$ 0 \$ Y URUGUAY 0.2895 \$ 0.2895 \$ 0 \$ Y VIET NAM 0.7852 \$ 0.7852 \$ 0 \$ Y | AUSTRIA 0.0178 \$ 0.0077 \$ 0 \$ Y BELGIUM 0.0171 \$ 0.0075 \$ 0 \$ Y DENMARK 0.0132 \$ 0.0057 \$ 0 \$ Y FINLAND 0.0132 \$ 0.0057 \$ 0 \$ Y FRANCE 0.0175 \$ 0.0077 \$ 0 \$ Y GERMANY 0.0132 \$ 0.0057 \$ 0 \$ Y ISRAEL 0.0171 \$ 0.0075 \$ 0 \$ Y NETHERLANDS 0.0171 \$ 0.0075 \$ 0 \$ Y POLAND 0.0137 \$ 0.0059 \$ 0 \$ Y PORTUGAL 0.0137 \$ 0.0059 \$ 0 \$ Y SOUTH AFRICA 0.0137 \$ 0.0059 \$ 0 \$ Y SWEDEN 0.0171 \$ 0.0075 \$ 0 \$ Y SWITZERLAND 0.0171 \$ 0.0075 \$ 0 \$ Y |

Zoom Fax Table Format: Country | Type | Rate | Enabled Status

Y means Zoom Fax for country is Enabled upon provisioning

Note: All rates shown are per page.

| FAX Country Type Rate Enabled Status | Virtual Service Call-in Country Landline Rate Mobile Rate Special Rate Enabled Status |
|---|--|
| ARGENTINA FaxInbound-TN 0.0500 \$ Y ARGENTINA FaxInbound-TF 1.1000 \$ Y AUSTRALIA FaxInbound-TN 0.0500 \$ Y | Not Applicable |

AUSTRALIA | FaxInbound-TF | 0.0900 \$ | Y
AUSTRIA | FaxInbound-TN | 0.0500 \$ | Y
AUSTRIA | FaxInbound-TF | 0.9500 \$ | Y
BELGIUM | FaxInbound-TN | 0.0500 \$ | Y
BELGIUM | FaxInbound-TF | 1.2300 \$ | Y
BRAZIL | FaxInbound-TN | 0.0500 \$ | Y
BRAZIL | FaxInbound-TF | 0.5100 \$ | Y
BULGARIA | FaxInbound-TN | 0.0500 \$ | Y
BULGARIA | FaxInbound-TF | 0.0000 \$ | Y
CANADA | FaxInbound-TN | 0.0500 \$ | Y
CANADA | FaxInbound-TF | 0.0500 \$ | Y
CHILE | FaxInbound-TN | 0.0500 \$ | Y
CHILE | FaxInbound-TF | 0.7900 \$ | Y
COLOMBIA | FaxInbound-TN | 0.0700 \$ | Y
COLOMBIA | FaxInbound-TF | 0.3600 \$ | Y
COSTA RICA | FaxInbound-TN | 0.0500 \$ | Y
COSTA RICA | FaxInbound-TF | 0.0000 \$ | Y
CROATIA | FaxInbound-TN | 0.0500 \$ | Y
CROATIA | FaxInbound-TF | 1.3100 \$ | Y
CYPRUS | FaxInbound-TN | 0.0500 \$ | Y
CYPRUS | FaxInbound-TF | 0.7000 \$ | Y
CZECHIA | FaxInbound-TN | 0.0500 \$ | Y
CZECHIA | FaxInbound-TF | 1.1200 \$ | Y
DENMARK | FaxInbound-TN | 0.0500 \$ | Y
DENMARK | FaxInbound-TF | 1.2300 \$ | Y
ECUADOR | FaxInbound-TN | 0.0500 \$ | Y
ECUADOR | FaxInbound-TF | 1.3300 \$ | Y
ESTONIA | FaxInbound-TN | 0.0500 \$ | Y
ESTONIA | FaxInbound-TF | 1.4500 \$ | Y
FINLAND | FaxInbound-TN | 0.0500 \$ | Y
FINLAND | FaxInbound-TF | 0.7100 \$ | Y
FRANCE | FaxInbound-TN | 0.0500 \$ | Y
FRANCE | FaxInbound-TF | 0.3300 \$ | Y
GERMANY | FaxInbound-TN | 0.0500 \$ | Y
GERMANY | FaxInbound-TF | 0.1900 \$ | Y
GREECE | FaxInbound-TN | 0.0500 \$ | Y
GREECE | FaxInbound-TF | 3.1600 \$ | Y
HONG KONG SAR | FaxInbound-TN | 0.1800 \$ |
Y
HONG KONG SAR | FaxInbound-TF | 0.2500 \$ |
Y
HUNGARY | FaxInbound-TN | 0.0500 \$ | Y
HUNGARY | FaxInbound-TF | 0.0800 \$ | Y
IRELAND | FaxInbound-TN | 0.0500 \$ | Y
IRELAND | FaxInbound-TF | 0.1600 \$ | Y
ISRAEL | FaxInbound-TN | 0.0500 \$ | Y
ISRAEL | FaxInbound-TF | 0.2200 \$ | Y
ITALY | FaxInbound-TN | 0.0500 \$ | Y
ITALY | FaxInbound-TF | 0.4900 \$ | Y
LATVIA | FaxInbound-TN | 0.0500 \$ | Y
LATVIA | FaxInbound-TF | 1.1200 \$ | Y
LITHUANIA | FaxInbound-TN | 0.0500 \$ | Y
LITHUANIA | FaxInbound-TF | 0.1200 \$ | Y
LUXEMBOURG | FaxInbound-TN | 0.0500 \$ | Y
LUXEMBOURG | FaxInbound-TF | 0.8600 \$ | Y
MEXICO | FaxInbound-TN | 0.0500 \$ | Y
MEXICO | FaxInbound-TF | 0.3300 \$ | Y
NETHERLANDS | FaxInbound-TN | 0.0500 \$ | Y
NETHERLANDS | FaxInbound-TF | 1.3100 \$ | Y
NEW ZEALAND | FaxInbound-TN | 0.0500 \$ | Y
NEW ZEALAND | FaxInbound-TF | 0.1500 \$ | Y
NORWAY | FaxInbound-TN | 0.0500 \$ | Y
NORWAY | FaxInbound-TF | 0.1500 \$ | Y

PANAMA | FaxInbound-TN | 0.0500 \$ | Y
PANAMA | FaxInbound-TF | 0.3300 \$ | Y
PERU | FaxInbound-TN | 0.0500 \$ | Y
PERU | FaxInbound-TF | 0.8500 \$ | Y
POLAND | FaxInbound-TN | 0.0500 \$ | Y
POLAND | FaxInbound-TF | 0.0900 \$ | Y
PORTUGAL | FaxInbound-TN | 0.0500 \$ | Y
PORTUGAL | FaxInbound-TF | 0.3500 \$ | Y
PUERTO RICO | FaxInbound-TN | 0.0500 \$ | Y
PUERTO RICO | FaxInbound-TF | 0.0500 \$ | Y
ROMANIA | FaxInbound-TN | 0.0500 \$ | Y
ROMANIA | FaxInbound-TF | 0.3500 \$ | Y
SINGAPORE | FaxInbound-TN | 0.0500 \$ | Y
SINGAPORE | FaxInbound-TF | 0.1800 \$ | Y
SLOVAKIA | FaxInbound-TN | 0.0500 \$ | Y
SLOVAKIA | FaxInbound-TF | 0.0000 \$ | Y
SLOVENIA | FaxInbound-TN | 0.0500 \$ | Y
SLOVENIA | FaxInbound-TF | 0.9800 \$ | Y
SOUTH AFRICA | FaxInbound-TN | 0.0500 \$ | Y
SOUTH AFRICA | FaxInbound-TF | 0.3100 \$ | Y
SPAIN | FaxInbound-TN | 0.0500 \$ | Y
SPAIN | FaxInbound-TF | 0.0800 \$ | Y
SWEDEN | FaxInbound-TN | 0.0500 \$ | Y
SWEDEN | FaxInbound-TF | 0.0800 \$ | Y
SWITZERLAND | FaxInbound-TN | 0.0500 \$ | Y
SWITZERLAND | FaxInbound-TF | 1.9700 \$ | Y
UNITED KINGDOM | FaxInbound-TN | 0.0500 \$ |
Y
UNITED KINGDOM | FaxInbound-TF | 0.2400 \$ |
Y
UNITED STATES OF AMERICA | FaxInbound-TN
| 0.0500 \$ | Y
UNITED STATES OF AMERICA | FaxInbound-TF
| 0.0500 \$ | Y
ARGENTINA | FaxOutbound-TN | 0.8000 \$ | Y
ARGENTINA | FaxOutbound-TF | 0.8000 \$ | Y
AUSTRALIA | FaxOutbound-TN | 0.1200 \$ | Y
AUSTRALIA | FaxOutbound-TF | 0.1200 \$ | Y
AUSTRIA | FaxOutbound-TN | 0.1900 \$ | Y
AUSTRIA | FaxOutbound-TF | 0.1900 \$ | Y
BELGIUM | FaxOutbound-TN | 0.6300 \$ | Y
BELGIUM | FaxOutbound-TF | 0.6300 \$ | Y
BRAZIL | FaxOutbound-TN | 0.2300 \$ | Y
BRAZIL | FaxOutbound-TF | 0.2300 \$ | Y
BULGARIA | FaxOutbound-TN | 0.6200 \$ | Y
BULGARIA | FaxOutbound-TF | 0.6200 \$ | Y
CANADA | FaxOutbound-TN | 0.0500 \$ | Y
CANADA | FaxOutbound-TF | 0.0500 \$ | Y
CHILE | FaxOutbound-TN | 0.2600 \$ | Y
CHILE | FaxOutbound-TF | 0.2600 \$ | Y
COLOMBIA | FaxOutbound-TN | 0.2600 \$ | Y
COLOMBIA | FaxOutbound-TF | 0.2600 \$ | Y
COSTA RICA | FaxOutbound-TN | 0.3600 \$ | Y
COSTA RICA | FaxOutbound-TF | 0.3600 \$ | Y
CROATIA | FaxOutbound-TN | 0.7200 \$ | Y
CROATIA | FaxOutbound-TF | 0.7200 \$ | Y
CYPRUS | FaxOutbound-TN | 0.7800 \$ | Y
CYPRUS | FaxOutbound-TF | 0.7800 \$ | Y
CZECHIA | FaxOutbound-TN | 0.7900 \$ | Y
CZECHIA | FaxOutbound-TF | 0.7900 \$ | Y
DENMARK | FaxOutbound-TN | 2.1300 \$ | Y
DENMARK | FaxOutbound-TF | 2.1300 \$ | Y
ECUADOR | FaxOutbound-TN | 1.2700 \$ | Y

ECUADOR | FaxOutbound-TF | 1.2700 \$ | Y
ESTONIA | FaxOutbound-TN | 2.1700 \$ | Y
ESTONIA | FaxOutbound-TF | 2.1700 \$ | Y
FINLAND | FaxOutbound-TN | 2.1100 \$ | Y
FINLAND | FaxOutbound-TF | 2.1100 \$ | Y
FRANCE | FaxOutbound-TN | 0.1800 \$ | Y
FRANCE | FaxOutbound-TF | 0.1800 \$ | Y
GERMANY | FaxOutbound-TN | 0.1000 \$ | Y
GERMANY | FaxOutbound-TF | 0.1000 \$ | Y
GREECE | FaxOutbound-TN | 0.4300 \$ | Y
GREECE | FaxOutbound-TF | 0.4300 \$ | Y
HONG KONG SAR | FaxOutbound-TN | 0.7000 \$
| Y
HONG KONG SAR | FaxOutbound-TF | 0.7000 \$ |
Y
HUNGARY | FaxOutbound-TN | 0.4100 \$ | Y
HUNGARY | FaxOutbound-TF | 0.4100 \$ | Y
INDONESIA | FaxOutbound-TN | 0.4100 \$ | Y
INDONESIA | FaxOutbound-TF | 0.0000 \$ | Y
IRELAND | FaxOutbound-TN | 0.1300 \$ | Y
IRELAND | FaxOutbound-TF | 0.1300 \$ | Y
ISRAEL | FaxOutbound-TN | 0.5300 \$ | Y
ISRAEL | FaxOutbound-TF | 0.5300 \$ | Y
ITALY | FaxOutbound-TN | 0.1300 \$ | Y
ITALY | FaxOutbound-TF | 0.1300 \$ | Y
JAPAN | FaxOutbound-TN | 0.1900 \$ | Y
JAPAN | FaxOutbound-TF | 0.1900 \$ | Y
LATVIA | FaxOutbound-TN | 3.1300 \$ | Y
LATVIA | FaxOutbound-TF | 3.1300 \$ | Y
LITHUANIA | FaxOutbound-TN | 2.9600 \$ | Y
LITHUANIA | FaxOutbound-TF | 2.9600 \$ | Y
LUXEMBOURG | FaxOutbound-TN | 1.0600 \$ | Y
LUXEMBOURG | FaxOutbound-TF | 1.0600 \$ | Y
MALAYSIA | FaxOutbound-TN | 0.1400 \$ | Y
MALAYSIA | FaxOutbound-TF | 0.0000 \$ | Y
MEXICO | FaxOutbound-TN | 0.0500 \$ | Y
MEXICO | FaxOutbound-TF | 0.0500 \$ | Y
NETHERLANDS | FaxOutbound-TN | 1.4700 \$ | Y
NETHERLANDS | FaxOutbound-TF | 1.4700 \$ | Y
NEW ZEALAND | FaxOutbound-TN | 0.1900 \$ | Y
NEW ZEALAND | FaxOutbound-TF | 0.1900 \$ | Y
NORWAY | FaxOutbound-TN | 0.0700 \$ | Y
NORWAY | FaxOutbound-TF | 0.0700 \$ | Y
PANAMA | FaxOutbound-TN | 0.7400 \$ | Y
PANAMA | FaxOutbound-TF | 0.7400 \$ | Y
PERU | FaxOutbound-TN | 0.2000 \$ | Y
PERU | FaxOutbound-TF | 0.2000 \$ | Y
PHILIPPINES | FaxOutbound-TN | 1.0400 \$ | Y
PHILIPPINES | FaxOutbound-TF | 0.0000 \$ | Y
POLAND | FaxOutbound-TN | 0.2100 \$ | Y
POLAND | FaxOutbound-TF | 0.2100 \$ | Y
PORTUGAL | FaxOutbound-TN | 0.5200 \$ | Y
PORTUGAL | FaxOutbound-TF | 0.5200 \$ | Y
PUERTO RICO | FaxOutbound-TN | 0.0500 \$ | Y
PUERTO RICO | FaxOutbound-TF | 0.0500 \$ | Y
ROMANIA | FaxOutbound-TN | 0.2800 \$ | Y
ROMANIA | FaxOutbound-TF | 0.2800 \$ | Y
SINGAPORE | FaxOutbound-TN | 0.9200 \$ | Y
SINGAPORE | FaxOutbound-TF | 0.9200 \$ | Y
SLOVAKIA | FaxOutbound-TN | 0.7600 \$ | Y
SLOVAKIA | FaxOutbound-TF | 0.7600 \$ | Y
SLOVENIA | FaxOutbound-TN | 2.6000 \$ | Y
SLOVENIA | FaxOutbound-TF | 2.6000 \$ | Y

SOUTH AFRICA | FaxOutbound-TN | 1.4100 \$ | Y
SOUTH AFRICA | FaxOutbound-TF | 1.4100 \$ | Y
SPAIN | FaxOutbound-TN | 0.2000 \$ | Y
SPAIN | FaxOutbound-TF | 0.2000 \$ | Y
SWEDEN | FaxOutbound-TN | 0.0900 \$ | Y
SWEDEN | FaxOutbound-TF | 0.0900 \$ | Y
SWITZERLAND | FaxOutbound-TN | 0.5800 \$ | Y
SWITZERLAND | FaxOutbound-TF | 0.5800 \$ | Y
TAIWAN, CHINA | FaxOutbound-TN | 0.2200 \$ | Y
TAIWAN, CHINA | FaxOutbound-TF | 0.0000 \$ | Y
THAILAND | FaxOutbound-TN | 0.3300 \$ | Y
THAILAND | FaxOutbound-TF | 0.0000 \$ | Y
UNITED KINGDOM | FaxOutbound-TN | 0.4600 \$
| Y
UNITED KINGDOM | FaxOutbound-TF | 0.4600 \$
| Y
UNITED STATES OF AMERICA |
FaxOutbound-TN | 0.0500 \$ | Y
UNITED STATES OF AMERICA |
FaxOutbound-TF | 0.0500 \$ | Y
VIET NAM | FaxOutbound-TN | 0.6800 \$ | Y
VIET NAM | FaxOutbound-TF | 0.0000 \$ | Y

Accepted and agreed as of the date specified below by the authorized representative of Customer

| |
|---------------------------------------|
| Signature: |
| Print Name: |
| Date: |
| Zoom Service Effective Date: 7/1/2026 |
| PO # (If Applicable): |

The Services will be activated within 48 hours of order signature or Zoom Service Effective Date, whichever is later.

Zoom reserves the right at its sole discretion to accept Order Forms received after the Valid Until date.

If a PO# is required for processing the invoice related to this order, please provide a PO with this order. If issuance of PO is delayed, please provide a PO within

5 days of the service effective date via email to purchase-orders@zoom.us. Notwithstanding the foregoing, the period for payment shall commence as of the applicable invoice date. Such payment period shall not restart based on any delays in issuing a Purchase Order or any procurement process. Zoom Phone services provided by Zoom Voice Communications, Inc. Rates, terms and conditions for Zoom Phone services are set by Zoom Voice Communications, Inc.



Products/Services Agreement with the ESUCC

Zoom Services

This ESUCC Service Agreement ("Agreement") is entered into by and between the Educational Service Unit Coordinating Council (the "ESUCC") and [Name of ESU or school district paying for the service - list "on behalf of" any school districts participating if the ESU pays] (the "Entity").

I. Background

The Nebraska Legislature created the ESUCC, in part, to coordinate and provide services to school districts and ESUs across the State of Nebraska. This Agreement outlines the expectations and obligations of both the ESUCC and Entity for the Nebraska Powerschool Cooperative.

II. Service

[Zoom Services] ([Exhibit](#))

Fee status.....**Fee Amount:** [enter amount]

III. The Entity agrees to pay the fee(s) to the ESUCC within ninety days of the invoice and may be mailed to 6949 S 110th Street, La Vista, NE 68128. The ESUCC reserves the right to refuse any service(s) to any Entity that fails to timely submit payment, and no Entity will be entitled to participate or access any service if said Entity failed to timely pay the required fee(s).

Given the upfront and ongoing expenses associated with each service, the fee(s) paid by the Entity are generally not refundable. By entering into this Agreement, the Entity agrees to accept the identified services for the entire term of the Agreement and may not cancel or revoke services with any expectation of reimbursement(s) or refund(s), except as provided in Section VIII.

V. Term

The term of this Agreement shall commence on [07/01/2026], and continue until [06/30/2027] unless the specific project term specifies otherwise. A new Agreement will be required for any services or support by the ESUCC after [07/01/2027].

For cooperative purchasing projects in which ESUCC enters into a contract with a third-party vendor on behalf of and for the benefit of the Entity, each participating Entity's financial obligation shall be determined based on the quantity or services identified in the Entity's participation commitment. Such commitment becomes binding on the Entity upon the Entity's submission to the ESUCC, regardless of the date on which the services or products become available to the participating Entity. A participating Entity shall pay the amounts associated with their commitment according to the timeline required under the vendor contract or the payment schedule established by ESUCC. The start date of service will not alter the Entity's obligation to honor its financial commitment made in the cooperative contract.

VI. Responsibilities of the ESUCC

The ESUCC agrees to provide and support the services offered with reasonable care, skill, and diligence. The ESUCC shall employ or assign qualified personnel staff to support and oversee the services provided. The ESUCC and its staff will promptly and reasonably respond to Entity for support and assistance with such services.

VII. Responsibilities of the Entity

The Entity will cooperate with the ESUCC and provide necessary information and access as reasonably required for the ESUCC to perform the services. The Entity agrees to follow the reasonable expectations and directives of the ESUCC regarding the services selected by the Entity. The Entity further agrees to promptly communicate to the ESUCC any concerns or problems with any such services.

VIII. Termination

The Entity may terminate this Agreement for any reason at any time by giving written notice to the ESUCC. As noted in Section 2, there shall be no refund or reimbursement by the ESUCC if the Entity terminates this Agreement in the middle of the Agreement term.

If the Entity believes the ESUCC has materially breached this Agreement, then the Entity shall notify the ESUCC in writing of the Entity's concern(s). The ESUCC shall then have thirty days to cure any alleged breach. If the ESUCC disputes the alleged breach, then the parties shall agree to meet at the Entity to address the specific concerns and find a mutually agreeable solution. If, after that meeting, the ESUCC is unable or unwilling to cure the alleged breach, then the Entity may terminate the Agreement for cause.

The ESUCC may terminate this Agreement for any reason at any time by giving thirty days' written notice to the Entity.

IX. Confidentiality

Each party agrees to keep confidential all non-public information received from the other party. All information and data shared or exchanged between the parties shall fully comply with Nebraska law and FERPA.

X. Governing Law

This Agreement shall be governed by and construed in accordance with the laws of the State of Nebraska.

XI. Damages and Indemnification

To the extent permitted by law, each party shall indemnify, defend and hold harmless the other party, its officers, agents and employees from all claims, damages, losses and expenses arising out of or resulting from the services provided under this Agreement that results in any claim for damage whatsoever. This Section shall not require either party to indemnify, or hold harmless, the other party for any losses, claims, damages and expenses arising out of or resulting from the intentional or negligent act or omissions of the party.

XII. Entire Agreement

This Agreement constitutes the entire agreement between the parties with respect to the subject matter hereof and supersedes all prior agreements, understandings, negotiations, and discussions, whether oral or written.

XIII. Other Information

By electing to participate in the designated services, the Entity and ESUCC agree to follow the expectations outlined in the Exhibits, as well as those reasonable expectations and updates that may be announced or provided during the term of the Agreement.

This Agreement does not obligate or commit the Entity to to engage the ESUCC on an exclusive arrangement for any of these services.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first above written.

ESUCC CEO

Name of Signer for Entity

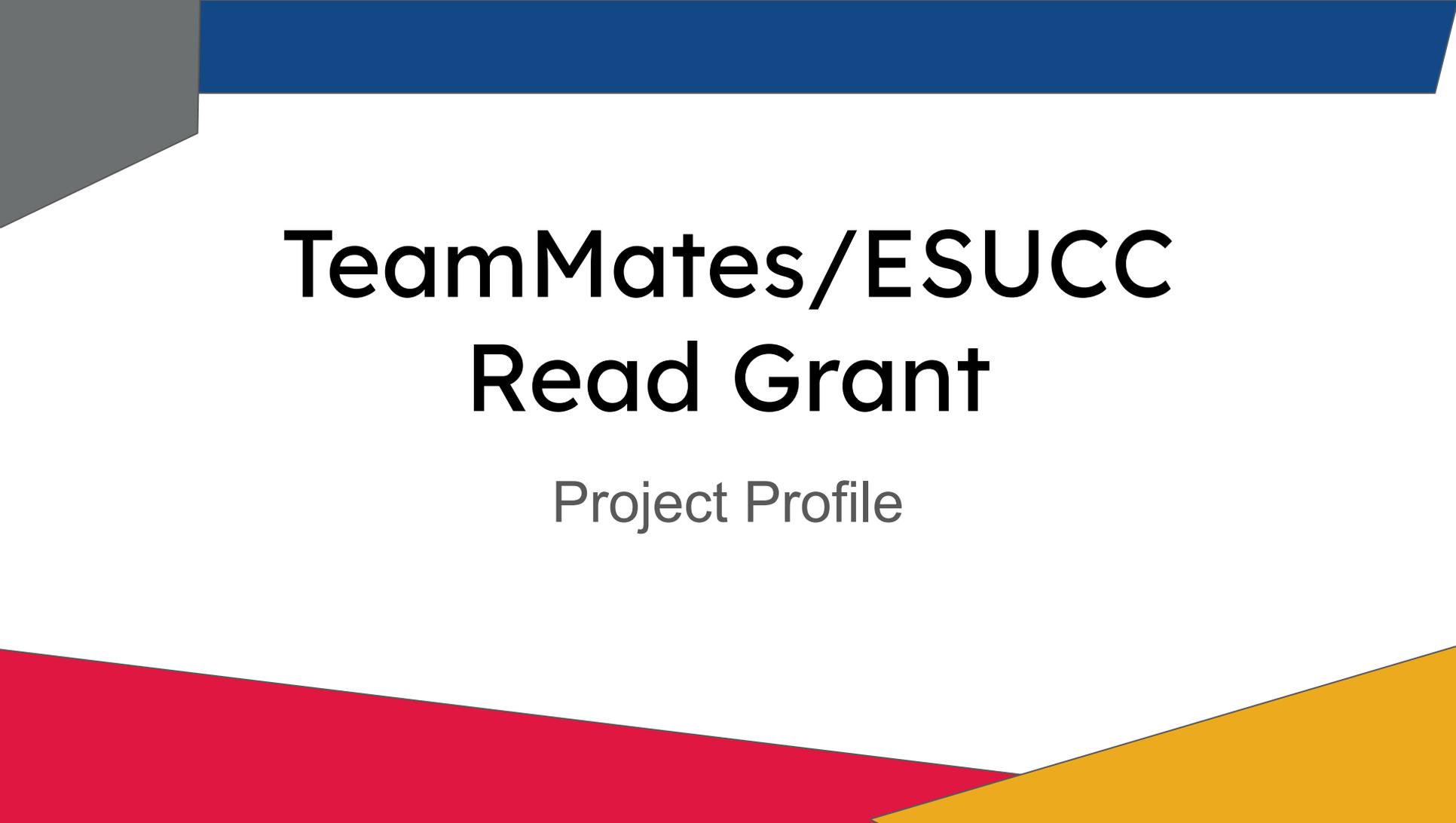
ESUCC CEO Signature

Entity Signature

Date

Date

Exhibit
[description of this service]



TeamMates/ESUCC Read Grant

Project Profile

Purpose

A collaborative partnership between TeamMates Mentoring and ESUCC to strengthen literacy development.

This includes...

- 140 TeamMates Chapters
- 6,329 TeamMates Mentors
- 140 TeamMates Chapter Coordinators

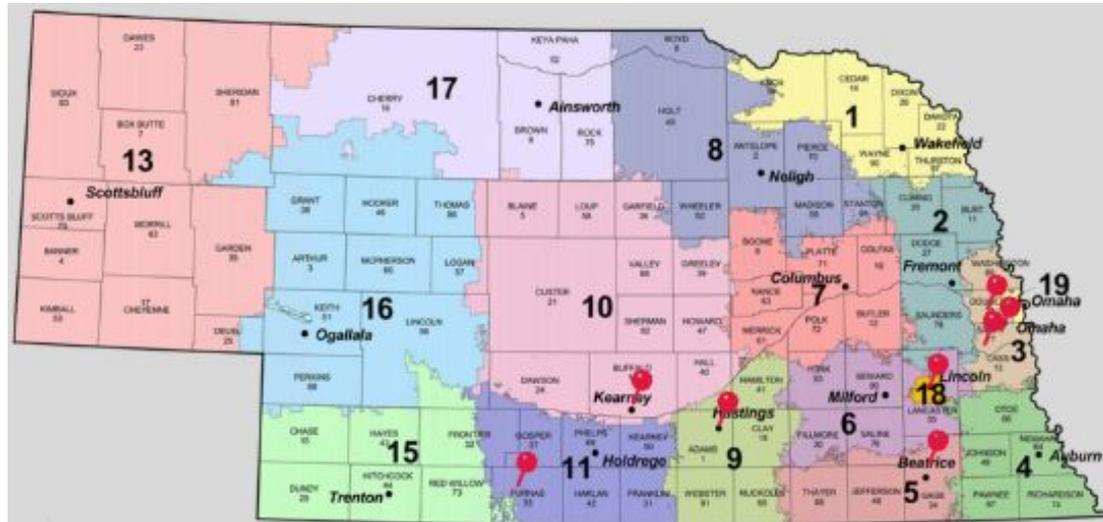
ESUCC Roles and Responsibilities (ESU #3 MOU)

1. Training Sessions (In-Person, Virtual, and/or Hybrid)
 - a. Each ESU has communicated Professional Learning Sessions that have seats available for TeamMates Mentors.
2. Literacy Resources
 - a. Compile literacy resources that are shared with TeamMates to be made available to TeamMates Mentors.
3. Evaluation and Continuous Improvement
 - a. Post workshop surveys through ongoing progress monitoring.

Statewide Support -Professional Learning-

59 professional learning opportunities

- Offered across all 17 ESUs
- Sessions are communicated monthly in “TeamMates Mentor Minute”



Statewide Support

-Shared Resources-

- 31 Resources on topics of supporting mentees literacy (reading, math, science, social emotional)
- 3 Custom Designed Mentor Specific Sessions (ESU#3)
 - 3 Recordings of the sessions.

Building a Culture of Talk: The Heart of Literacy

Audience: Mentors of 3-12 graders

The Power of Reading Together: Building Bonds Through Books

Audience: Mentors of 3-6 graders (but all welcome)

Creating a Culture of Storytelling

Audience: Mentors of 3-12 graders

PROJECT PROFILE CALENDAR - 2026

ESUCC Board Meeting: Position Profile
Agenda Item

| GROUP | MONTH |
|-----------------------------|-----------|
| Cybersecurity | January |
| DL | February |
| TeamMates READ | March |
| Menstrual Pilot Program | April |
| Coop | May |
| No Meeting | June |
| Budget Meeting - No Profile | July |
| No Meeting | August |
| Non-Public Textbook Loan | September |
| CANVAS | October |
| PDO | November |
| No Meeting | December |

If you cannot attend to present your Position Profile to the Board, please notify Dr. Larianne Polk as soon as you are aware.

PROJECT PROFILES

ESUCC Board Meeting: Position Profile
Agenda Item

PROJECT ROTATION

Cybersecurity

PowerSchool

SRS and Project Para

Non-Public Textbook Loan

Coop

DL

BITS

CANVAS

PDO

CEO Report to the Board

March 2026

Mar 17, 2026 Committees

Mar 18, 2026 Board

| New Business | | | |
|--------------------------|-------------------------|-----------------------|--|
| <input type="checkbox"/> | Executive ▾ | Board Member Mileage | Mileage Reimbursement for ESUCC Board Meetings |
| <input type="checkbox"/> | Executive ▾ | | |
| <input type="checkbox"/> | Educational Resour... ▾ | Marshall Memo Update | <p>There are currently 404 email addresses on the Marshall Memo listserv. Project Secretary, Erin Bussen, sent out an email to the listserv requesting a response to let her know if they read the Marshall Memo. As of March 4, 2026, only 161 people responded and out of that number, 158 said they read the memo.</p> <p>The Marshall Memo was approved in the TLT Budget (\$750). The Marshall Memo has been paid for until December 2026.</p> |
| <input type="checkbox"/> | Educational Resour... ▾ | LETRS Project Update | <ul style="list-style-type: none"> ● Vol 1 Training Dates: May 26-29, 2026 ● Vol 2 Training Dates: Sept 29-Oct 2, 2026 ● Continue after 2026-2027? |
| <input type="checkbox"/> | Educational Resour... ▾ | 2026-2027 MSA | What should we do with Sora? Highlighted on the MSA under III (8) . |
| <input type="checkbox"/> | Legal ▾ and Full Board | ESUCC Legislative Day | <p>Recap and recommendations</p> <p><u>Considerations for Next Year:</u></p> <ul style="list-style-type: none"> ● Continue with the Table Topics ● 1-Pagers need to have fewer words. ● Before the event day, when people sign up and the 1-pager is created, Dr. Polk will have a half hour zoom with each table topic to discuss talking points and expectations. ● Hot breakfast catered for the morning. <ul style="list-style-type: none"> ○ No lunch ○ No soda ○ Cookies, yes ● After breakfast, do a briefing for those who are there to prepare them to go to the Capitol and pull Senators: <ul style="list-style-type: none"> ○ Dr. Polk will assign Administrators to the Senators they will be pulling out. While the Administrators are there, give the folders |

| | | | |
|--------------------------|--|---|--|
| | | | <p>to the Senators who did not pick up the folder in the morning.</p> <ul style="list-style-type: none"> ○ Include bills to speak about ○ Talking points ○ Who is going to help the Administrators pull Senators, i.e. Dr. Polk, Jason Bromm, Curt Bromm, Payton ● Have Andrew Easton and the podcast set up in the foyer entry to the conference room <ul style="list-style-type: none"> ○ Send questions or topics to the Senators ahead of time. ○ Video will have to be approved by the Senator's office before publishing ● End the day at Noon instead of 2pm. |
| <input type="checkbox"/> | Legal and Full Board | Governor Student Leaders Across the State Event | October 26, 2026 at ESU 3. |
| <input type="checkbox"/> | Information Services | DL courses that are received in a different ESU | <p>How to do Canvas? Is there a seat cost?</p> <p>Canvas seat cost for 2026-2027: \$5.40/seat Estimate for 100 people: \$540</p> |
| <input type="checkbox"/> | Information Services and Full Board | NCNE Expenses | <p>The below ESUs were invoiced for NCNE Salaries, January - April 2025 for <u>\$17,314.17</u>. Please submit invoices to ESUCC for that amount and have it read: "Technology Support for Cybersecurity: NCNE Salaries, January - April 2025".</p> <ul style="list-style-type: none"> ● ESU 1 ● ESU 2 ● ESU 3 ● ESU 7 ● ESU 8 ● ESU 10 ● ESU 13 ● ESU 15 ● ESU 16 ● ESU 17 |
| <input type="checkbox"/> | FULL BOARD | SORA Report (Standing Item) | <p>ESU SORA usage:</p> <ul style="list-style-type: none"> ● MSA "up to \$600" <ul style="list-style-type: none"> ○ \$346.15 (to participating ESUs) ● 7.1.2025-7.31.2025 ● 8.1.2025-8.31.2025 ● 9.1.2025-9.30.2025 ● 10.1.2025-10.31.2025 ● 11.1.2025-11.30.2025 ● 12.1.2025-12.31.2025 ● 1.1.2026-1.31.2026 |

| | | | |
|-------------------------------------|----------------------|----------------------------------|---|
| | | | <ul style="list-style-type: none"> • 2.1.2026-2.28.2026 |
| <input type="checkbox"/> | FULL BOARD ▾ | Quarterly Professional Training | <p>2025-2026 Topics:</p> <ul style="list-style-type: none"> • <u>First Quarter</u> - Intellectual Property and Technology issues (copyrights, work-for-hire doctrine, FERPA, technology contracts, etc) • <u>Second Quarter</u> - Navigating Legal Challenges for ESU Boards: Open Meetings, Public Records, and Beyond • <u>Third Quarter</u> - Personnel issues (evaluations, documenting concerns, FLSA exemptions, contracts, and the like) <p>Continue in 2026-2027? If so, what topics?</p> |
| <input type="checkbox"/> | FULL BOARD ▾ | TeamMates READ Expenses for ESUs | <ul style="list-style-type: none"> • ESU 1 - \$11,983 • ESU 2 - \$9,986 • ESU 3 - \$25,386 • ESU 4 - \$4,257 • ESU 5 - \$4,835 • ESU 6 - \$11,195 • ESU 7 - \$7,437 • ESU 8 - \$10,249 • ESU 9 - \$6,806 • ESU 10 - \$12,851 • ESU 11 - \$10,433 • ESU 13 - \$6,438 • ESU 15 - \$4,467 • ESU 16 - \$6,649 • ESU 17 - \$1,840 • ESU 18 - \$27,672 • ESU 19 - \$7,516 |
| <input type="checkbox"/> | FULL BOARD ▾ | | |
| <input type="checkbox"/> | FULL BOARD ▾ | | |
| New Since Committee Meetings | | | |
| <input type="checkbox"/> | | | |
| Old Business | | | |
| <input type="checkbox"/> | Select a Committee ▾ | | |

CEO Report to the Board

March 2026

Mar 17, 2026 Committees

Mar 18, 2026 Board

| New Business | | | |
|--------------------------|-------------------------|-----------------------|--|
| <input type="checkbox"/> | Executive ▾ | Board Member Mileage | Mileage Reimbursement for ESUCC Board Meetings |
| <input type="checkbox"/> | Executive ▾ | | |
| <input type="checkbox"/> | Educational Resour... ▾ | Marshall Memo Update | <p>There are currently 404 email addresses on the Marshall Memo listserv. Project Secretary, Erin Bussen, sent out an email to the listserv requesting a response to let her know if they read the Marshall Memo. As of March 4, 2026, only 161 people responded and out of that number, 158 said they read the memo.</p> <p>The Marshall Memo was approved in the TLT Budget (\$750). The Marshall Memo has been paid for until December 2026.</p> |
| <input type="checkbox"/> | Educational Resour... ▾ | LETRS Project Update | <ul style="list-style-type: none"> ● Vol 1 Training Dates: May 26-29, 2026 ● Vol 2 Training Dates: Sept 29-Oct 2, 2026 ● Continue after 2026-2027? |
| <input type="checkbox"/> | Educational Resour... ▾ | 2026-2027 MSA | What should we do with Sora? Highlighted on the MSA under III (8) . |
| <input type="checkbox"/> | Legal ▾ and Full Board | ESUCC Legislative Day | <p>Recap and recommendations</p> <p><u>Considerations for Next Year:</u></p> <ul style="list-style-type: none"> ● Continue with the Table Topics ● 1-Pagers need to have fewer words. ● Before the event day, when people sign up and the 1-pager is created, Dr. Polk will have a half hour zoom with each table topic to discuss talking points and expectations. ● Hot breakfast catered for the morning. <ul style="list-style-type: none"> ○ No lunch ○ No soda ○ Cookies, yes ● After breakfast, do a briefing for those who are there to prepare them to go to the Capitol and pull Senators: <ul style="list-style-type: none"> ○ Dr. Polk will assign Administrators to the Senators they will be pulling out. While the Administrators are there, give the folders |

| | | | |
|--------------------------|-------------------------------------|---|--|
| | | | <p>to the Senators who did not pick up the folder in the morning.</p> <ul style="list-style-type: none"> ○ Include bills to speak about ○ Talking points ○ Who is going to help the Administrators pull Senators, i.e. Dr. Polk, Jason Bromm, Curt Bromm, Payton ● Have Andrew Easton and the podcast set up in the foyer entry to the conference room <ul style="list-style-type: none"> ○ Send questions or topics to the Senators ahead of time. ○ Video will have to be approved by the Senator's office before publishing ● End the day at Noon instead of 2pm. |
| <input type="checkbox"/> | Legal and Full Board | Governor Student Leaders Across the State Event | October 26, 2026 at ESU 3. |
| <input type="checkbox"/> | Information Services | DL courses that are received in a different ESU | <p>How to do Canvas? Is there a seat cost?</p> <p>Canvas seat cost for 2026-2027: \$5.40/seat Estimate for 100 people: \$540</p> |
| <input type="checkbox"/> | Information Services and Full Board | NCNE Expenses | <p>The below ESUs were invoiced for NCNE Salaries, January - April 2025 for <u>\$17,314.17</u>. Please submit invoices to ESUCC for that amount and have it read: "Technology Support for Cybersecurity: NCNE Salaries, January - April 2025".</p> <ul style="list-style-type: none"> ● ESU 1 ● ESU 2 ● ESU 3 ● ESU 7 ● ESU 8 ● ESU 10 ● ESU 13 ● ESU 15 ● ESU 16 ● ESU 17 |
| <input type="checkbox"/> | FULL BOARD | SORA Report (Standing Item) | <p>ESU SORA usage:</p> <ul style="list-style-type: none"> ● MSA "up to \$600" <ul style="list-style-type: none"> ○ \$346.15 (to participating ESUs) ● 7.1.2025-7.31.2025 ● 8.1.2025-8.31.2025 ● 9.1.2025-9.30.2025 ● 10.1.2025-10.31.2025 ● 11.1.2025-11.30.2025 ● 12.1.2025-12.31.2025 ● 1.1.2026-1.31.2026 |

| | | | |
|-------------------------------------|----------------------|----------------------------------|---|
| | | | <ul style="list-style-type: none"> • 2.1.2026-2.28.2026 |
| <input type="checkbox"/> | FULL BOARD ▾ | Quarterly Professional Training | <p>2025-2026 Topics:</p> <ul style="list-style-type: none"> • <u>First Quarter</u> - Intellectual Property and Technology issues (copyrights, work-for-hire doctrine, FERPA, technology contracts, etc) • <u>Second Quarter</u> - Navigating Legal Challenges for ESU Boards: Open Meetings, Public Records, and Beyond • <u>Third Quarter</u> - Personnel issues (evaluations, documenting concerns, FLSA exemptions, contracts, and the like) <p>Continue in 2026-2027? If so, what topics?</p> |
| <input type="checkbox"/> | FULL BOARD ▾ | TeamMates READ Expenses for ESUs | <ul style="list-style-type: none"> • ESU 1 - \$11,983 • ESU 2 - \$9,986 • ESU 3 - \$25,386 • ESU 4 - \$4,257 • ESU 5 - \$4,835 • ESU 6 - \$11,195 • ESU 7 - \$7,437 • ESU 8 - \$10,249 • ESU 9 - \$6,806 • ESU 10 - \$12,851 • ESU 11 - \$10,433 • ESU 13 - \$6,438 • ESU 15 - \$4,467 • ESU 16 - \$6,649 • ESU 17 - \$1,840 • ESU 18 - \$27,672 • ESU 19 - \$7,516 |
| <input type="checkbox"/> | FULL BOARD ▾ | | |
| <input type="checkbox"/> | FULL BOARD ▾ | | |
| New Since Committee Meetings | | | |
| <input type="checkbox"/> | | | |
| Old Business | | | |
| <input type="checkbox"/> | Select a Committee ▾ | | |



ESUCC
Executive Committee Meeting
Tuesday, March 17, 2026, 11:00 AM
ESU 10 plus Zoom, 76 Plaza Blvd, Kearney, NE 68845

Attendance Taken at 11:00 AM.

Dr. Bill Heimann (ESU 01): Present
Dr. Brenda McNiff (ESU 05): Absent
Dr. Melissa Wheelock (ESU 10): Present
Dr. Laura Barrett (ESU 13): Present
Geraldine Erickson (ESU 17): Present

Attendance Update Taken at 11:10 AM.

Dr. Brenda McNiff (ESU 05): Present

1. Call to Order

This is a committee of the Educational Service Unit Coordinating Council. The chairperson or designee will call the committee meeting to order. Per Policy 1008, "Committees shall not have legislative or administrative functions, except as specifically authorized by the Board. All matters except those of routine or emergency nature may be referred to a committee before action by the Board...Summaries of all committee meetings shall be reported to the Board for its information, recording and possible action, as directed by the Board." No formal action will be taken in committee meetings, although recommendations for such action may be made by the committee to the Board.

The Executive Committee Meeting was called to order at 11:00am.

1.1. Roll Call

2. Treasurer's Report

2.1. Claims, Financial Statements, and Assets for the Month of February
Other financial reports are available upon request to the ESUCC CEO.

Recommended Motion: Recommend to the ESUCC board to approve the claims, financial statements, and assets for the month of February.

ESUCC CEO Dr. Larianne Polk reviewed the attached Budget Summary Feb 2026 UPDATED document.

Recommend to the ESUCC board to approve the claims, financial statements, and assets for the month of February Passed with a motion by Erickson, Geraldine (ESU 17) and a second by Barrett, Laura (ESU 13).

Dr. Bill Heimann (ESU 01): Yea

Dr. Brenda McNiff (ESU 05): Yea

Dr. Melissa Wheelock (ESU 10): Yea

Dr. Laura Barrett (ESU 13): Yea

Geraldine Erickson (ESU 17): Yea

Yea: 5, Nay: 0

2.2. February expenses to be paid in March

Recommended Motion: Recommend to the ESUCC Board to approve the February expenses to be paid in March.

Recommend to the ESUCC Board to approve the February expenses to be paid in March Passed with a motion by Erickson, Geraldine (ESU 17) and a second by McNiff, Brenda (ESU 05).

Dr. Bill Heimann (ESU 01): Yea

Dr. Brenda McNiff (ESU 05): Yea

Dr. Melissa Wheelock (ESU 10): Yea

Dr. Laura Barrett (ESU 13): Yea

Geraldine Erickson (ESU 17): Yea

Yea: 5, Nay: 0

3. Committee to Review Standards Update

The Committee to Review Standards will review the proposed standards changes.

Recommended Motion: Recommend to the ESUCC Board to approve the ESU Standards of Performance Practice, as presented.

Dr. Laura Barrett, ESU 13 Administrator, reviewed the attached ESU Standards of Performance Practice Proposed Changes March 2026 document. The changes would go into effect for the 2026–2027 school year.

Recommend to the ESUCC Board to approve the ESU Standards of Performance Practice effective for the 2026-2027 school year, as presented Passed with a motion by Heimann, Bill (ESU 01) and a second by Wheelock, Melissa (ESU 10).

Dr. Bill Heimann (ESU 01): Yea

Dr. Brenda McNiff (ESU 05): Yea

Dr. Melissa Wheelock (ESU 10): Yea

Dr. Laura Barrett (ESU 13): Yea
Geraldine Erickson (ESU 17): Yea
Yea: 5, Nay: 0

4. ESUCC Staff Compensation Proposal for 2026-2027

The ESUCC Board President and the Negotiations Committee will review the 2026-2027 ESUCC Staff Compensation proposal.

Recommended Motion: Recommend to the ESUCC board to approve the 2026-2027 Staff Compensation total package increase, as presented.

The Executive Committee met to discuss negotiations prior to the Executive Committee Meeting. The recommendation is to approve the total package increase of 4.274% for the ESUCC staff.

Recommend to the ESUCC board to approve the 2026-2027 Staff Compensation total package increase, as presented Passed with a motion by McNiff, Brenda (ESU 05) and a second by Erickson, Geraldine (ESU 17).

Dr. Bill Heimann (ESU 01): Yea
Dr. Brenda McNiff (ESU 05): Yea
Dr. Melissa Wheelock (ESU 10): Yea
Dr. Laura Barrett (ESU 13): Yea
Geraldine Erickson (ESU 17): Yea
Yea: 5, Nay: 0

5. ESUCC CEO Compensation Proposal for 2026-2027 ESUCC CEO compensation proposal.

Recommended Motion: Recommend to the ESUCC board to approve the 2026-2027 CEO Compensation total package increase, as presented.

Dr. Bill Heimann, ESUCC Board President, reviewed the ESUCC CEO compensation proposal with the Executive Committee.

Recommend to the ESUCC board to approve the 2026-2027 CEO Compensation total package increase, as presented Passed with a motion by Barrett, Laura (ESU 13) and a second by Erickson, Geraldine (ESU 17).

Dr. Bill Heimann (ESU 01): Yea
Dr. Brenda McNiff (ESU 05): Yea
Dr. Melissa Wheelock (ESU 10): Yea
Dr. Laura Barrett (ESU 13): Yea
Geraldine Erickson (ESU 17): Yea
Yea: 5, Nay: 0

6. ESUCC Job Descriptions

ESUCC CEO Dr. Polk will review the attached job descriptions with the board for their approval.

Recommended Motion: Recommend to the ESUCC Board to approve the job descriptions as

presented.

ESUCC CEO Dr. Polk shared that one of her goals is to update the job descriptions for all ESUCC staff. The revised job descriptions have been completed and are attached for review. Recommend to the ESUCC Board to approve the job descriptions as presented Passed with a motion by Heimann, Bill (ESU 01) and a second by Wheelock, Melissa (ESU 10).

Dr. Bill Heimann (ESU 01): Yea

Dr. Brenda McNiff (ESU 05): Yea

Dr. Melissa Wheelock (ESU 10): Yea

Dr. Laura Barrett (ESU 13): Yea

Geraldine Erickson (ESU 17): Yea

Yea: 5, Nay: 0

7. Chief Executive Officer (CEO) Report

CEO Report to the Board - March 2026

ESUCC CEO Dr. Larianne Polk reviewed the attached CEO Report to the Board - March 2026 document. ESUCC CEO Dr. Polk reviewed the Mileage Reimbursement for ESUCC Board Meetings. The Executive Committee suggested bringing the documentation to the full ESUCC Board Meeting for review and discussion.

8. Next Meeting Agenda Items

9. Adjournment

The Executive Committee Meeting adjourned at 12:11pm.

Minutes respectfully submitted by Executive Secretary to the CEO, Mindy Reed.

February 28, 2026

| ESUCC Division | Receipts | Disbursements |
|---|-----------------------|---------------|
| Executive | \$ 71,250.39 | \$ 64,447.41 |
| Teaching & Learning | \$ 302,350.00 | \$ 334,045.05 |
| Technology | \$ 10,142.76 | \$ 63,541.56 |
| Grants/Contracts | \$ - | \$ 1,625.00 |
| | \$ 383,743.15 | \$ 463,659.02 |
| Balance February 1, 2026 | \$6,794,644.74 | |
| Total Receipts February 2026 | \$383,743.15 | |
| Total Funds Available | \$7,178,387.89 | |
| Check #18322 - Check #18346 | \$449,387.85 | |
| ACH Payments | \$14,271.17 | |
| Total Disbursements | \$463,659.02 | |
| Ending Balance February 28, 2026 | \$6,714,728.87 | |
| Ending Balance February, 2025 | \$6,306,258.09 | |
| Bank Balances: | | |
| Checking Account | \$50,752.03 | |
| Investment Account | \$6,678,813.05 | |
| | \$6,729,565.08 | |
| <i>Interest Earned February 2026</i> | <i>\$17,815.26</i> | |

| Outstanding Receipts As Of 02/28/26: | |
|---|---------------------|
| Admin | \$5,825.00 |
| Sparq Negotiations | \$5,000.00 |
| Meals, Committee & Board Meetings | \$825.00 |
| Canvas | \$295,680.70 |
| School Renewals, 2025-2026 | |
| Funds Due From NDE | \$295,680.70 |
| Coop | \$2,036.56 |
| School Renewals | |
| Vendor Admn Fees | \$2,036.56 |
| DL | \$0.00 |
| Duo Security | \$0.00 |
| School Renewals | \$0.00 |
| Literacy | \$0.00 |
| Second Coaching Stipend | |
| Menstrual Project | \$0.00 |
| Funds from NDE | |
| PDO | \$7,825.00 |
| PDO, MSA 2025-2026 | |
| PDO, Mtg Registrations | \$725.00 |
| Overdrive / Sora Library | |
| ESPD, Mtg Registrations | \$100.00 |
| NOC, Dmarician Renewal (UNL) | \$4,000.00 |
| NOC, Mtg Registrations | \$650.00 |
| SDA, Mtg Registrations | \$400.00 |
| TLT, Mtg Registrations | \$1,950.00 |
| PowerSchool | \$0.00 |
| School Renewals, 2025-2026 | |
| ProofPoint | \$2,398.50 |
| School Renewals | \$2,398.50 |
| SLCGP LOGGING | \$0.00 |
| Funds from NDE | |
| SRS | \$384.00 |
| MSA, 2025-2026 | |
| Annual Member Fee (Prime Home DDS) | \$384.00 |
| Final ESSER | \$233,246.51 |
| CoSN State Chapter, Cyber Tatanka, SteadFAST, and Incident Response Workshops | \$233,246.51 |
| Tech Gen | \$0.00 |
| Fortimail Renewals | |
| Total Outstanding Receipts, 02/28/26: | \$547,396.27 |

| | Percentage Spent | Percentage Projected |
|---------------------------------------|------------------|----------------------|
| September | 0.00% | 8.33% |
| October | 2.88% | 8.33% |
| November | 3.57% | 8.33% |
| December | 1.62% | 8.33% |
| January | 2.85% | 8.33% |
| February | 3.21% | 8.33% |
| March | | 8.33% |
| April | | 8.33% |
| May | | 8.34% |
| June | | 8.34% |
| July | | 8.34% |
| August | | 8.34% |
| Year To Date | 14.13% | 100.00% |
| <i>Adjusted Budget Status: 25.20%</i> | | |

| Specific Project Fiscal Expenses YTD | Budget | Expenses YTD |
|--------------------------------------|----------------|--------------|
| PowerSchool | \$1,083,875.27 | \$281,365.37 |
| Coop | \$1,025,623.70 | \$291,944.82 |
| Canvas | \$823,307.26 | \$341,958.25 |
| SRS | \$536,916.42 | \$202,454.41 |
| PDO (Includes Affiliates) | \$202,214.04 | \$82,018.30 |

| Notable Receipts Include: | |
|---------------------------|--------------|
| TeamMates Mentoring | \$300,000.00 |
| Coop Admin Fees | \$42,860.13 |

| Notable Disbursements Include: | |
|--------------------------------|--------------|
| Ditch That Textbook, Canvas | \$11,550.00 |
| BITS Reimbursements to ESUs | \$198,573.01 |
| Kellogg & Sovereign, SMART | \$12,000.00 |

| Special Projects/Grants Status: | Receipts | Expenditures |
|---------------------------------|----------|--------------|
| SMART-NE | \$0.00 | \$4,433.00 |
| SMART-ESA | \$0.00 | \$12,650.00 |

| Notes: | |
|---|--------------|
| Receipts since 02/28/26 | |
| Canvas | \$295,680.70 |

EFINANCE - POWERSCHOOL
 DATE: 03/12/2026
 TIME: 12:11:18

ESU COORDINATING COUNCIL
 CHECK REGISTER - BY FUND

PAGE NUMBER: 1
 ACCTPA21

SELECTION CRITERIA: transact.yr='26' and transact.period='7'
 ACCOUNTING PERIOD: 7/26

FUND - 01 - GENERAL FUND

| CASH ACCT | CHECK NO | ISSUE DT | VENDOR | NAME | ORG UNIT | ACCNT | ----DESCRIPTION---- | SALES TAX | AMOUNT |
|-------------|----------|----------|--------|-----------------|-------------|-------|---------------------|-----------|-----------|
| 09000 | 18347 | 03/13/26 | 1050 | BISHOP BUSINESS | 01202520300 | 20550 | COOP PRINTING EXP | 0.00 | 2.23 |
| 09000 | 18347 | 03/13/26 | 1050 | BISHOP BUSINESS | 01202213620 | 20550 | DL PRINTING EXP | 0.00 | 2.24 |
| 09000 | 18347 | 03/13/26 | 1050 | BISHOP BUSINESS | 01202580400 | 20550 | SRS PRINTING EXP | 0.00 | 2.24 |
| 09000 | 18347 | 03/13/26 | 1050 | BISHOP BUSINESS | 01202320100 | 20550 | ADMIN PRINTING EXP | 0.00 | 2.23 |
| TOTAL CHECK | | | | | | | | | 8.94 |
| 09000 | 18348 | 03/13/26 | 1254 | ESU 1 | 01202213582 | 20320 | LITERACY TRN - JUNE | 0.00 | 13,342.27 |
| 09000 | 18349 | 03/13/26 | 1057 | ESU 3 | 01202213582 | 20320 | LITERACY TRN - JUNE | 0.00 | 77,484.31 |
| 09000 | 18349 | 03/13/26 | 1057 | ESU 3 | 01202320100 | 20441 | ADMN RENT OMAHA | 0.00 | 324.03 |
| 09000 | 18349 | 03/13/26 | 1057 | ESU 3 | 01202520300 | 20441 | COOP RENT OMAHA | 0.00 | 486.06 |
| 09000 | 18349 | 03/13/26 | 1057 | ESU 3 | 01202320100 | 20531 | ADMN POSTAGE OMAHA | 0.00 | 0.74 |
| 09000 | 18349 | 03/13/26 | 1057 | ESU 3 | 01202320100 | 20550 | ADMN PRINTING/COPIE | 0.00 | 116.74 |
| 09000 | 18349 | 03/13/26 | 1057 | ESU 3 | 01202213620 | 20550 | DL PRINTING/COPIES | 0.00 | 113.30 |
| 09000 | 18349 | 03/13/26 | 1057 | ESU 3 | 01202580400 | 20550 | SRS PRINTING/COPIES | 0.00 | 113.30 |
| 09000 | 18349 | 03/13/26 | 1057 | ESU 3 | 01202580400 | 20441 | SRS RENT OMAHA | 0.00 | 972.12 |
| 09000 | 18349 | 03/13/26 | 1057 | ESU 3 | 01202213500 | 20441 | PDO RENT OMAHA | 0.00 | 486.06 |
| 09000 | 18349 | 03/13/26 | 1057 | ESU 3 | 01202213200 | 20441 | PS RENT OMAHA | 0.00 | 324.04 |
| TOTAL CHECK | | | | | | | | | 80,420.70 |
| 09000 | 18350 | 03/13/26 | 1149 | ESU 4 | 01202213582 | 20320 | LITERACY TRN - JUNE | 0.00 | 6,851.43 |
| 09000 | 18351 | 03/13/26 | 1151 | ESU 7 | 01202213582 | 20320 | LITERACY TRN - JUNE | 0.00 | 14,919.90 |
| 09000 | 18351 | 03/13/26 | 1151 | ESU 7 | 01202213510 | 20320 | NOC MTG FEB 10-11 M | 0.00 | 780.03 |
| TOTAL CHECK | | | | | | | | | 15,699.93 |
| 09000 | 18352 | 03/13/26 | 1223 | ESU 8 | 01202213582 | 20320 | LITERACY TRN - JUNE | 0.00 | 13,522.57 |
| 09000 | 18353 | 03/13/26 | 1324 | ESU 9 | 01202213582 | 20320 | LITERACY TRN - JUNE | 0.00 | 9,871.47 |
| 09000 | 18354 | 03/13/26 | 1067 | ESU 10 | 01202213582 | 20320 | LITERACY TRN - JUNE | 0.00 | 29,479.20 |
| 09000 | 18354 | 03/13/26 | 1067 | ESU 10 | 01203599597 | 20320 | STEADFAST JAN 2026 | 0.00 | 1,100.00 |
| 09000 | 18354 | 03/13/26 | 1067 | ESU 10 | 01202320100 | 20320 | SMART NE JAN 2026 | 0.00 | 550.00 |
| 09000 | 18354 | 03/13/26 | 1067 | ESU 10 | 01202320100 | 20320 | SMART ESA JAN 2026 | 0.00 | 300.00 |
| 09000 | 18354 | 03/13/26 | 1067 | ESU 10 | 01202320100 | 20320 | SMART ESA DEC 2025 | 0.00 | 100.00 |
| TOTAL CHECK | | | | | | | | | 31,529.20 |
| 09000 | 18355 | 03/13/26 | 1108 | ESU 11 | 01202213582 | 20320 | LITERACY TRN - JUNE | 0.00 | 5,679.48 |
| 09000 | 18356 | 03/13/26 | 1068 | ESU 13 | 01202213582 | 20320 | LITERACY TRN - JUNE | 0.00 | 13,522.57 |
| 09000 | 18357 | 03/06/26 | 1064 | ESU 17 | 01202320100 | 20320 | ADMN FISCAL AGENT F | 0.00 | 900.00 |
| 09000 | 18357 | 03/06/26 | 1064 | ESU 17 | 01202213582 | 20320 | LITERACY TRN - JUNE | 0.00 | 1,848.08 |
| 09000 | 18357 | 03/06/26 | 1064 | ESU 17 | 01202320100 | 20441 | ADMN RENT AINSWORTH | 0.00 | 38.20 |
| 09000 | 18357 | 03/06/26 | 1064 | ESU 17 | 01202520300 | 20441 | COOP RENT AINSWORTH | 0.00 | 152.80 |
| 09000 | 18357 | 03/06/26 | 1064 | ESU 17 | 01202580400 | 20441 | SRS RENT AINSWORTH | 0.00 | 38.20 |
| 09000 | 18357 | 03/06/26 | 1064 | ESU 17 | 01202213500 | 20441 | PDO RENT AINSWORTH | 0.00 | 38.20 |
| 09000 | 18357 | 03/06/26 | 1064 | ESU 17 | 01202213200 | 20441 | PS RENT AINSWORTH | 0.00 | 114.60 |
| 09000 | 18357 | 03/06/26 | 1064 | ESU 17 | 01202213587 | 20352 | TEAMMATES SALARIES | 0.00 | 4,491.23 |
| 09000 | 18357 | 03/06/26 | 1064 | ESU 17 | 01202320100 | 20352 | ADMN SALARIES | 0.00 | 15,692.57 |
| 09000 | 18357 | 03/06/26 | 1064 | ESU 17 | 01202520300 | 20352 | COOP SALARIES | 0.00 | 26,276.51 |

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FUND - 01 - GENERAL FUND

| CASH ACCT | CHECK NO | ISSUE DT | VENDOR | NAME | ORG UNIT | ACCNT | ----DESCRIPTION---- | SALES TAX | AMOUNT |
|-------------|----------|----------|--------|---------------------|-------------|-------|---------------------|-----------|------------|
| 09000 | 18357 | 03/06/26 | 1064 | ESU 17 | 01202213620 | 20352 | DL SALARIES | 0.00 | 17,259.54 |
| 09000 | 18357 | 03/06/26 | 1064 | ESU 17 | 01202580650 | 20352 | GEN TECH SALARIES | 0.00 | 13,076.31 |
| 09000 | 18357 | 03/06/26 | 1064 | ESU 17 | 01202580400 | 20352 | SRS SALARIES | 0.00 | 36,766.36 |
| 09000 | 18357 | 03/06/26 | 1064 | ESU 17 | 01202213500 | 20352 | PDO SALARIES | 0.00 | 5,961.06 |
| 09000 | 18357 | 03/06/26 | 1064 | ESU 17 | 01202213560 | 20352 | CRISIS SALARIES | 0.00 | 457.04 |
| 09000 | 18357 | 03/06/26 | 1064 | ESU 17 | 01202213570 | 20352 | CANVAS SALARIES | 0.00 | 17,671.43 |
| 09000 | 18357 | 03/06/26 | 1064 | ESU 17 | 01202213200 | 20352 | PS SALARIES | 0.00 | 45,481.82 |
| 09000 | 18357 | 03/06/26 | 1064 | ESU 17 | 01202580590 | 20352 | PROJ PARA SALARIES | 0.00 | 10,919.38 |
| 09000 | 18357 | 03/06/26 | 1064 | ESU 17 | 01202520585 | 20352 | TEXTBOOK SALARIES | 0.00 | 6,540.09 |
| 09000 | 18357 | 03/06/26 | 1064 | ESU 17 | 01202213582 | 20352 | LITERACY SALARIES | 0.00 | 2,834.28 |
| 09000 | 18357 | 03/06/26 | 1064 | ESU 17 | 01202213580 | 20352 | BITS SALARIES | 0.00 | 6,992.62 |
| 09000 | 18357 | 03/06/26 | 1064 | ESU 17 | 01202520581 | 20352 | MENSTRUAL SALARIES | 0.00 | 2,122.43 |
| 09000 | 18357 | 03/06/26 | 1064 | ESU 17 | 01202520300 | 20520 | COOP BOND/INSURANCE | 0.00 | 32.00 |
| 09000 | 18357 | 03/06/26 | 1064 | ESU 17 | 01202520300 | 20582 | COOP PHONE AINSWORT | 0.00 | 84.00 |
| 09000 | 18357 | 03/06/26 | 1064 | ESU 17 | 01202520300 | 20550 | COOP COPIER/PRINTIN | 0.00 | 17.50 |
| TOTAL CHECK | | | | | | | | | 215,806.25 |
| 09000 | 18358 | 03/13/26 | 1069 | LINCOLN PUBLIC SCHO | 01202310110 | 20610 | BOARD MTG FEB MEALS | 0.00 | 441.93 |
| 09000 | 18358 | 03/13/26 | 1069 | LINCOLN PUBLIC SCHO | 01202213582 | 20320 | LITERACY TRN - JUNE | 0.00 | 36,150.33 |
| TOTAL CHECK | | | | | | | | | 36,592.26 |
| 09000 | 18359 | 03/13/26 | 1506 | ESU 19 | 01202213582 | 20320 | LITERACY TRN - JUNE | 0.00 | 39,440.82 |
| 09000 | 18360 | 03/13/26 | 1432 | ISKME | 01202213500 | 20320 | PDO OER HUB & SUPPO | 0.00 | 2,500.00 |
| 09000 | 18361 | 03/13/26 | 1247 | KSB SCHOOL LAW | 01202213530 | 20317 | ESPD LEGAL SERVICE | 0.00 | 3,454.50 |
| 09000 | 18362 | 03/13/26 | 1879 | LEXIA LEARNING SYST | 01202213582 | 20320 | LETRS FACILITATOR B | 0.00 | 19,998.00 |
| 09000 | 18362 | 03/13/26 | 1879 | LEXIA LEARNING SYST | 01202213582 | 20320 | LETRS FACILITATOR B | 0.00 | 99,990.00 |
| TOTAL CHECK | | | | | | | | | 119,988.00 |
| 09000 | 18363 | 03/13/26 | 1215 | MIDWEST CONNECT | 01202520300 | 20610 | COOP SUPPLIES, INK | 0.00 | 284.00 |
| 09000 | 18364 | 03/13/26 | 1042 | NE COUNCIL OF SCHOO | 01202320100 | 20580 | ADMN GRIT CONF REGI | 0.00 | 75.00 |
| 09000 | 18365 | 03/13/26 | 1255 | NIOBRARA PUBLIC SCH | 01202520581 | 20320 | MENST 6053428418 ST | 0.00 | 153.90 |
| 09000 | 18365 | 03/13/26 | 1255 | NIOBRARA PUBLIC SCH | 01202520581 | 20320 | MENST 6053609800 ST | 0.00 | 1,090.02 |
| 09000 | 18365 | 03/13/26 | 1255 | NIOBRARA PUBLIC SCH | 01202520581 | 20320 | MENST 47458741 QUIL | 0.00 | 176.76 |
| TOTAL CHECK | | | | | | | | | 1,420.68 |
| 09000 | 18366 | 03/13/26 | 1065 | OMAHA WORLD HERALD | 01202310110 | 20540 | BOARD FEB MTG NOTIC | 0.00 | 36.00 |
| 09000 | 18367 | 03/13/26 | 1813 | SOUTHEAST KANSAS ED | 01202520300 | 20580 | COOP AEPA REG PETER | 0.00 | 550.00 |
| 09000 | 18367 | 03/13/26 | 1813 | SOUTHEAST KANSAS ED | 01202520300 | 20580 | COOP AEPA REG CIANC | 0.00 | 550.00 |
| TOTAL CHECK | | | | | | | | | 1,100.00 |
| 09000 | 18368 | 03/13/26 | 1961 | UNANIMOUS INC. | 01202320100 | 20643 | ADMN WEBSITE DESIGN | 0.00 | 515.00 |
| 09000 | 18369 | 03/13/26 | 1318 | BROMM & ASSOCIATES | 01202320100 | 20314 | ADMN NE LEGIS REG F | 0.00 | 100.00 |
| 09000 | 18370 | 03/13/26 | 1056 | ESU 2 | 01206690578 | 20352 | CYBER NETWORK ENGIN | 0.00 | 155,703.00 |

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FUND - 01 - GENERAL FUND

| CASH ACCT | CHECK NO | ISSUE DT | VENDOR | NAME | ORG UNIT | ACCNT | ----DESCRIPTION---- | SALES TAX | AMOUNT |
|-------------|----------|----------|--------|--------------------|-----------------|-------|---------------------|-----------|-----------|
| 09000 | 18371 | 03/13/26 | 1633 | PERRY, GUTHERY, | HAA 01202320100 | 20317 | ADMN LEGAL SERVICE | 0.00 | 1,366.36 |
| 09000 | 18371 | 03/13/26 | 1633 | PERRY, GUTHERY, | HAA 01202520300 | 20317 | COOP LEGAL SERVICE | 0.00 | 273.28 |
| 09000 | 18371 | 03/13/26 | 1633 | PERRY, GUTHERY, | HAA 01202213620 | 20317 | DL LEGAL SERVICE | 0.00 | 546.54 |
| 09000 | 18371 | 03/13/26 | 1633 | PERRY, GUTHERY, | HAA 01202213200 | 20317 | PS LEGAL SERVICE | 0.00 | 273.28 |
| 09000 | 18371 | 03/13/26 | 1633 | PERRY, GUTHERY, | HAA 01202580400 | 20317 | SRS LEGAL SERVICE | 0.00 | 546.54 |
| TOTAL CHECK | | | | | | | | | 3,006.00 |
| 09000 | 18372 | 03/13/26 | 1725 | EIDE BAILLY | 01202320100 | 20315 | ADMN GRANT CONSULTA | 0.00 | 525.00 |
| 09000 | 18373 | 03/13/26 | 1961 | UNANIMOUS INC. | 01202320100 | 20643 | ADMN WEBSITE DESIGN | 0.00 | 2,000.00 |
| 09000 | 18373 | 03/13/26 | 1961 | UNANIMOUS INC. | 01202320100 | 20643 | ADMN API INTEGRATIO | 0.00 | 2,925.00 |
| 09000 | 18373 | 03/13/26 | 1961 | UNANIMOUS INC. | 01202320100 | 20643 | ADMN WEB SUPPORT CO | 0.00 | 230.00 |
| TOTAL CHECK | | | | | | | | | 5,155.00 |
| 09000 | 18374 | 03/13/26 | 1318 | BROMM & ASSOCIATES | 01202320100 | 20314 | ADMN 2025 2ND HALF | 0.00 | 28,000.00 |
| 09000 | 18375 | 03/13/26 | 1318 | BROMM & ASSOCIATES | 01202320100 | 20314 | ADMN 2026 1ST HALF | 0.00 | 28,000.00 |
| 09000 | 18376 | 03/13/26 | 1318 | BROMM & ASSOCIATES | 01202320100 | 20314 | ADMN 2026 REG FEE | 0.00 | 300.00 |
| 09000 | 18377 | 03/13/26 | 1318 | BROMM & ASSOCIATES | 01202320100 | 20314 | ADMN 2026 2ND HALF | 0.00 | 28,000.00 |
| 09000 | ACH00025 | 03/13/26 | 1638 | AIMEE MUEHLING | 01202213200 | 20320 | PS CONTRACTED SERVI | 0.00 | 3,389.54 |
| 09000 | ACH00026 | 03/13/26 | 1466 | ANDREW EASTON | 01202213620 | 20333 | DL MILEAGE LEGISLAT | 0.00 | 69.60 |
| 09000 | ACH00026 | 03/13/26 | 1466 | ANDREW EASTON | 01202213620 | 20333 | DL MILEAGE BREAK TH | 0.00 | 23.20 |
| 09000 | ACH00026 | 03/13/26 | 1466 | ANDREW EASTON | 01202213620 | 20333 | DL MILEAGE ENGAGING | 0.00 | 63.80 |
| 09000 | ACH00026 | 03/13/26 | 1466 | ANDREW EASTON | 01202213620 | 20580 | DL MEAL BREAK THROU | 0.00 | 33.80 |
| 09000 | ACH00026 | 03/13/26 | 1466 | ANDREW EASTON | 01202213620 | 20580 | DL MEAL BREAK THROU | 0.00 | 44.60 |
| TOTAL CHECK | | | | | | | | | 235.00 |
| 09000 | ACH00027 | 03/13/26 | 1660 | REBECCA SOSALLA | 01202213200 | 20580 | PS MEALS PS UNIVERS | 0.00 | 54.99 |
| 09000 | ACH00027 | 03/13/26 | 1660 | REBECCA SOSALLA | 01202213200 | 20580 | PS UBER PS UNIVERSI | 0.00 | 60.06 |
| TOTAL CHECK | | | | | | | | | 115.05 |
| 09000 | ACH00028 | 03/13/26 | 1973 | DEVELOPMENT412 LLC | 01202213540 | 20320 | TLT DISC+MOTIVATORS | 0.00 | 1,064.00 |
| 09000 | ACH00028 | 03/13/26 | 1973 | DEVELOPMENT412 LLC | 01202213540 | 20320 | TLT PROF LEARNING E | 0.00 | 2,350.00 |
| TOTAL CHECK | | | | | | | | | 3,414.00 |
| 09000 | ACH00029 | 03/13/26 | 1950 | ERIN BUSSEN | 01202213620 | 20333 | DL MILEAGE BREAKTHR | 0.00 | 23.20 |
| 09000 | ACH00029 | 03/13/26 | 1950 | ERIN BUSSEN | 01202213620 | 20580 | DL LODGING BUSSEN B | 0.00 | 411.05 |
| 09000 | ACH00029 | 03/13/26 | 1950 | ERIN BUSSEN | 01202213620 | 20580 | DL UBER BREAKTHROUG | 0.00 | 150.37 |
| 09000 | ACH00029 | 03/13/26 | 1950 | ERIN BUSSEN | 01202213620 | 20580 | DL MEALS BREAKTHROU | 0.00 | 23.79 |
| 09000 | ACH00029 | 03/13/26 | 1950 | ERIN BUSSEN | 01202213620 | 20580 | DL PARKING BREAKTHR | 0.00 | 21.00 |
| TOTAL CHECK | | | | | | | | | 629.41 |
| 09000 | ACH00030 | 03/13/26 | 1826 | LARIANNE POLK | 01202320100 | 20580 | ADMN PARKING BILL R | 0.00 | 12.00 |
| 09000 | ACH00030 | 03/13/26 | 1826 | LARIANNE POLK | 01202320100 | 20643 | ADMN CHATGPT SUBSCR | 0.00 | 20.00 |
| 09000 | ACH00030 | 03/13/26 | 1826 | LARIANNE POLK | 01202320100 | 20333 | ADMN MILEAGE LEGIS/ | 0.00 | 139.20 |
| 09000 | ACH00030 | 03/13/26 | 1826 | LARIANNE POLK | 01202320100 | 20333 | ADMN ESUCC MTGS LIN | 0.00 | 135.42 |

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FUND - 01 - GENERAL FUND

| CASH ACCT | CHECK NO | ISSUE DT | VENDOR | NAME | ORG UNIT | ACCNT | ----DESCRIPTION---- | SALES TAX | AMOUNT | |
|-------------|----------|----------|--------|---------------------|-------------|-------|---------------------|-----------|----------|----------|
| 09000 | ACH00030 | 03/13/26 | 1826 | LARIANNE POLK | 01202320100 | 20333 | ADMN ESUCC/BOARD MT | 0.00 | 67.43 | |
| 09000 | ACH00030 | 03/13/26 | 1826 | LARIANNE POLK | 01202320100 | 20333 | ADMN MILEAGE BILL T | 0.00 | 139.93 | |
| TOTAL CHECK | | | | | | | | | 0.00 | 513.98 |
| 09000 | ACH00031 | 03/13/26 | 1872 | MINDY REED | 01202320100 | 20333 | ADMN MILEAGE LEGIS | 0.00 | 69.60 | |
| 09000 | ACH00031 | 03/13/26 | 1872 | MINDY REED | 01202320100 | 20580 | ADMN PARKING LEGIS | 0.00 | 10.50 | |
| TOTAL CHECK | | | | | | | | | 0.00 | 80.10 |
| 09000 | ACH00032 | 03/13/26 | 1640 | NICOLE MULLER | 01202213200 | 20320 | PS CONTRACTED SERVI | 0.00 | 4,512.20 | |
| 09000 | ACH00033 | 03/13/26 | 1086 | SCOTT ISAACSON | 01202213620 | 20333 | DL MILEAGE BREAKTHR | 0.00 | 11.60 | |
| 09000 | ACH00033 | 03/13/26 | 1086 | SCOTT ISAACSON | 01202580400 | 20333 | SRS MILEAGE LEGIS D | 0.00 | 69.60 | |
| 09000 | ACH00033 | 03/13/26 | 1086 | SCOTT ISAACSON | 01202213620 | 20580 | DL MEAL BUSSEN BREA | 0.00 | 29.72 | |
| TOTAL CHECK | | | | | | | | | 0.00 | 110.92 |
| 09000 | EFT00304 | 03/13/26 | 1209 | CINCINNATI INSURANC | 01202320100 | 20520 | ADMN INSURANCE | 0.00 | 103.10 | |
| 09000 | EFT00304 | 03/13/26 | 1209 | CINCINNATI INSURANC | 01202213580 | 20520 | BITS INSURANCE | 0.00 | 103.10 | |
| 09000 | EFT00304 | 03/13/26 | 1209 | CINCINNATI INSURANC | 01202213570 | 20520 | CANVAS INSURANCE | 0.00 | 103.10 | |
| 09000 | EFT00304 | 03/13/26 | 1209 | CINCINNATI INSURANC | 01202520300 | 20520 | COOP INSURANCE | 0.00 | 103.10 | |
| 09000 | EFT00304 | 03/13/26 | 1209 | CINCINNATI INSURANC | 01202213620 | 20520 | DL INSURANCE | 0.00 | 103.10 | |
| 09000 | EFT00304 | 03/13/26 | 1209 | CINCINNATI INSURANC | 01202213582 | 20520 | LITERACY INSURANCE | 0.00 | 103.10 | |
| 09000 | EFT00304 | 03/13/26 | 1209 | CINCINNATI INSURANC | 01202213200 | 20520 | PS INSURANCE | 0.00 | 103.10 | |
| 09000 | EFT00304 | 03/13/26 | 1209 | CINCINNATI INSURANC | 01202213500 | 20520 | PDO INSURANCE | 0.00 | 103.10 | |
| 09000 | EFT00304 | 03/13/26 | 1209 | CINCINNATI INSURANC | 01202580400 | 20520 | SRS INSURANCE | 0.00 | 103.10 | |
| 09000 | EFT00304 | 03/13/26 | 1209 | CINCINNATI INSURANC | 01202520585 | 20520 | TEXTBOOK INSURANCE | 0.00 | 103.10 | |
| TOTAL CHECK | | | | | | | | | 0.00 | 1,031.00 |
| 09000 | EFT00305 | 03/06/26 | 1516 | QUADIENT LEASING US | 01202520300 | 20531 | COOP POSTAGE METER | 0.00 | 267.27 | |
| 09000 | EFT00306 | 03/13/26 | 1039 | UNION BANK & TRUST | 01202213620 | 20580 | DL LODGING EASTON M | 0.00 | 724.16 | |
| 09000 | EFT00306 | 03/13/26 | 1039 | UNION BANK & TRUST | 01202213620 | 20580 | DL MEAL EASTON CANT | 0.00 | 20.73 | |
| 09000 | EFT00306 | 03/13/26 | 1039 | UNION BANK & TRUST | 01202580650 | 20580 | GEN TECH MEAL CANTI | 0.00 | 29.62 | |
| 09000 | EFT00306 | 03/13/26 | 1039 | UNION BANK & TRUST | 01202213620 | 20580 | DL 1/2 MEAL BUSSEN | 0.00 | 18.60 | |
| 09000 | EFT00306 | 03/13/26 | 1039 | UNION BANK & TRUST | 01202580650 | 20580 | GEN TECH 102 MEAL B | 0.00 | 18.59 | |
| 09000 | EFT00306 | 03/13/26 | 1039 | UNION BANK & TRUST | 01202320100 | 20580 | ADMN LODGING POLK C | 0.00 | 144.76 | |
| 09000 | EFT00306 | 03/13/26 | 1039 | UNION BANK & TRUST | 01202320100 | 20580 | ADMN MEALS NASBO LP | 0.00 | 80.00 | |
| 09000 | EFT00306 | 03/13/26 | 1039 | UNION BANK & TRUST | 01202320100 | 20580 | ADMN PARKING ESUCC | 0.00 | 13.50 | |
| 09000 | EFT00306 | 03/13/26 | 1039 | UNION BANK & TRUST | 01202580400 | 20580 | SRS MEAL ISAACSON P | 0.00 | 14.27 | |
| 09000 | EFT00306 | 03/13/26 | 1039 | UNION BANK & TRUST | 01202320100 | 20580 | ADM MEAL POLK PICKL | 0.00 | 18.70 | |
| 09000 | EFT00306 | 03/13/26 | 1039 | UNION BANK & TRUST | 01202213620 | 20580 | DL GAS FOR RENTAL C | 0.00 | 13.00 | |
| 09000 | EFT00306 | 03/13/26 | 1039 | UNION BANK & TRUST | 01202580650 | 20580 | TECH LODGING ISSACS | 0.00 | 622.16 | |
| 09000 | EFT00306 | 03/13/26 | 1039 | UNION BANK & TRUST | 01202580650 | 20580 | GEN TECH MEAL ISSAC | 0.00 | 32.69 | |
| 09000 | EFT00306 | 03/13/26 | 1039 | UNION BANK & TRUST | 01202580650 | 20580 | GEN TECH GAS FOR RE | 0.00 | 12.99 | |
| 09000 | EFT00306 | 03/13/26 | 1039 | UNION BANK & TRUST | 01202213620 | 20580 | DL MEAL EASTON WOOD | 0.00 | 30.68 | |
| 09000 | EFT00306 | 03/13/26 | 1039 | UNION BANK & TRUST | 01202213620 | 20580 | DL PARKING EPPLEY | 0.00 | 60.00 | |
| 09000 | EFT00306 | 03/13/26 | 1039 | UNION BANK & TRUST | 01202213620 | 20580 | DL MEAL EASTON MODE | 0.00 | 20.88 | |
| 09000 | EFT00306 | 03/13/26 | 1039 | UNION BANK & TRUST | 01202213620 | 20580 | DL MEAL EASTON THE | 0.00 | 18.24 | |
| 09000 | EFT00306 | 03/13/26 | 1039 | UNION BANK & TRUST | 01202213620 | 20580 | DL MEAL EASTON HEAD | 0.00 | 24.73 | |
| 09000 | EFT00306 | 03/13/26 | 1039 | UNION BANK & TRUST | 01202580650 | 20580 | GEN TECH MEAL ISSAC | 0.00 | 23.63 | |
| 09000 | EFT00306 | 03/13/26 | 1039 | UNION BANK & TRUST | 01202213620 | 20580 | DL AVIS CAR RENT BR | 0.00 | 166.90 | |
| 09000 | EFT00306 | 03/13/26 | 1039 | UNION BANK & TRUST | 01202580650 | 20580 | GEN TECH CAR RENT B | 0.00 | 166.89 | |

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FUND - 01 - GENERAL FUND

| CASH ACCT | CHECK NO | ISSUE DT | VENDOR | NAME | ORG UNIT | ACCNT | ----DESCRIPTION---- | SALES TAX | AMOUNT |
|--------------------|----------|----------|--------|--------------------|-------------|-------|---------------------|-----------|------------|
| 09000 | EFT00306 | 03/13/26 | 1039 | UNION BANK & TRUST | 01202320100 | 20610 | ADMN BOOK FOR LP | 0.00 | 41.95 |
| 09000 | EFT00306 | 03/13/26 | 1039 | UNION BANK & TRUST | 01202320100 | 20610 | ADMN SODA FOR LEGIS | 0.00 | 39.59 |
| 09000 | EFT00306 | 03/13/26 | 1039 | UNION BANK & TRUST | 01202213620 | 20610 | DL COLORED PENCILS | 0.00 | 2.47 |
| 09000 | EFT00306 | 03/13/26 | 1039 | UNION BANK & TRUST | 01202580400 | 20610 | SRS COLORED PENCILS | 0.00 | 2.47 |
| 09000 | EFT00306 | 03/13/26 | 1039 | UNION BANK & TRUST | 01202320100 | 20610 | ADMN SUGAR PACKS LE | 0.00 | 4.69 |
| 09000 | EFT00306 | 03/13/26 | 1039 | UNION BANK & TRUST | 01202320100 | 20610 | ADMN SUPPLIES LEGIS | 0.00 | 98.42 |
| 09000 | EFT00306 | 03/13/26 | 1039 | UNION BANK & TRUST | 01202320100 | 20641 | ADMN OWH SUBSCRIPTI | 0.00 | 19.99 |
| 09000 | EFT00306 | 03/13/26 | 1039 | UNION BANK & TRUST | 01202320100 | 20641 | ADMN LINCOLN STAR J | 0.00 | 24.99 |
| 09000 | EFT00306 | 03/13/26 | 1039 | UNION BANK & TRUST | 01202213500 | 20643 | PDO RIVERSIDEFM | 0.00 | 29.00 |
| 09000 | EFT00306 | 03/13/26 | 1039 | UNION BANK & TRUST | 01202213500 | 20643 | PDO INTERNATION FEE | 0.00 | 0.87 |
| 09000 | EFT00306 | 03/13/26 | 1039 | UNION BANK & TRUST | 01202213200 | 20643 | PS GOOGLE WORKSPACE | 0.00 | 161.10 |
| 09000 | EFT00306 | 03/13/26 | 1039 | UNION BANK & TRUST | 01202213200 | 20643 | PS ASANA PREMIUM | 0.00 | 134.90 |
| 09000 | EFT00306 | 03/13/26 | 1039 | UNION BANK & TRUST | 01202580650 | 20643 | GEN TECH GODADDY DO | 0.00 | 1,147.55 |
| 09000 | EFT00306 | 03/13/26 | 1039 | UNION BANK & TRUST | 01202520300 | 20643 | COOP MAILCHIMP | 0.00 | 93.50 |
| 09000 | EFT00306 | 03/13/26 | 1039 | UNION BANK & TRUST | 01202580650 | 20643 | TECH BARCO CLICKSHA | 0.00 | 499.99 |
| 09000 | EFT00306 | 03/13/26 | 1039 | UNION BANK & TRUST | 01202213500 | 20643 | PDO X PREMIUM BASIC | 0.00 | 3.00 |
| 09000 | EFT00306 | 03/13/26 | 1039 | UNION BANK & TRUST | 01202213500 | 20643 | PDO SHORT ANSWER PR | 0.00 | 12.00 |
| 09000 | EFT00306 | 03/13/26 | 1039 | UNION BANK & TRUST | 01202320100 | 20314 | ADM MEAL JASON BROM | 0.00 | 12.36 |
| TOTAL CHECK | | | | | | | | 0.00 | 4,604.56 |
| 09000 | EFT00307 | 03/02/26 | 1039 | UNION BANK & TRUST | 01202320100 | 20320 | ADMN ACH SERVICE FE | 0.00 | 25.72 |
| TOTAL CASH ACCOUNT | | | | | | | | 0.00 | 879,378.82 |
| TOTAL FUND | | | | | | | | 0.00 | 879,378.82 |
| TOTAL REPORT | | | | | | | | 0.00 | 879,378.82 |



ESU Standards of Performance & Practice

Purpose & Guiding Framework

The purpose of the Educational Service Unit Standards of Performance and Practice is to define the knowledge, skills, practices and dispositions necessary for ESUs to provide quality programs and services to Nebraska schools (see Rule 84). The standards promote a common language that fosters an understanding of what it means to be a member of the ESU statewide network and can be used to inform the improvement efforts of individual agencies.

Domain 1: Purpose and Leadership

- 1A: The ESU commits to a vision, purpose, and a core set of beliefs about providing programs and services that meet the expectations of the ESU and its member districts.
- 1B: The ESU engages in a continuous improvement process that improves professional practice, effectiveness, and results.
- 1C: ESU leadership establishes processes, procedures and conditions to support agency effectiveness.
- 1D: The ESU provides professional growth opportunities for internal and district staff in leadership positions.
- 1E: The ESU uses a comprehensive process for staff evaluation.
- 1F: The ESU Administrator and Leadership demonstrate a commitment to supporting the purpose of the ESUCC through consistent, active engagement in its leadership structures and by fulfilling all ESUCC membership expectations.
- 1G: The ESU Board, through board policies, understands and practices its defined roles and responsibilities to maintain an effective agency.
- 1H: ESU programming and services fulfill the requirements of Rule 84.

Domain 2: Programs and Services

- 2A: ESUs use a data-driven process to systematically identify the needs of districts to develop an agency service plan.
- 2B: The ESU ensures its services are developed and delivered, have clear and measurable outcomes, and are aligned with evidence-based practices.
- 2C: The ESU has established a process to assess implementation of targeted programs and services.
- 2D: The ESU establishes conditions and provides learning opportunities that support the development of individual and collective knowledge, skills, and professionalism necessary to effectively deliver the agency service plan.
- 2E: The ESU fosters an innovative and collaborative culture to optimize program and service delivery.

Domain 3: Stakeholder Relationships and Communication

- 3A: ESU staff provide internal and external stakeholders with opportunities to collaborate and inform the development of the agency's purpose, programs, and services.
- 3B: ESU staff communicate efficiently and effectively with internal and external stakeholders.
- 3C: The ESU provides an induction process to their service agency for new district leadership.
- 3D: The ESU is an active partner in activities and initiatives of the ESUCC, and formally engages with and collaborates with the Nebraska Department of Education.

Domain 4: Resource Capacity

- 4A: The ESU utilizes a planning process to align human, material, and fiscal resources to meet the short and long term goals of the agency.
- 4B: The ESU allocates human, material, and fiscal resources to optimize agency efficiency and effectiveness.
- 4C: The ESU recruits, employs and retains highly qualified staff.
- 4D: The ESU provides induction and mentoring for new staff to grow and improve.



A. Job Title: Associate Chief Information Officer

B. Division: Technology

C. Education Level and Certification: Minimum Requirements:

High school diploma or equivalent - Required

Bachelor's degree in Computer Science or related field - Preferred

3 years experience in K-12 Educational Environment - Preferred

Experience with statewide or multi-agency shared service environments - Preferred

D. Reports To: ESUCC CEO or CEO Designee

E. Performance Responsibilities and Job Tasks

1. The primary responsibility of the Associate Chief Information Officer is providing operational leadership of infrastructure, application development, cybersecurity, and support services.
2. Provide project oversight, governance and reporting.
3. Plan and dispatch work among technology division staff, monitor project progress, identify and resolve bottlenecks.
4. Promote a culture of accountability, innovation, and continuous improvement.
5. Identify emerging technologies and trends relevant to K–12 education and shared service models.
6. Communicate technology initiatives clearly to both technical and non-technical audiences.
7. Assist the CIO in establishing, following and enforcing clear standards for software development, cybersecurity, and operations.
8. Direct daily work assignments, priorities, and sequencing for application/software staff and project contributors.
9. Provide coaching, technical guidance, and feedback on work product (quality, timeliness, adherence to standards).
10. Assist in employee performance evaluations; partner with CIO (and HR/CEO as applicable) for personnel actions.
11. Approve application release readiness, change tickets, and deployment timing within established governance.
12. Serve as an escalation point for application incidents and cross-team blockers; escalates policy, budget, or major risk decisions to CIO.
13. Perform other tasks or duties as assigned by the CEO or CEO's designee.
14. Serve as a positive member of the community in a way that does not negatively affect the ESUCC's reputation or image in the community.



15. Refrain from engaging in conduct that interferes with the operations of the ESUCC, including the education of students.
16. Develop and maintain a positive and professional working relationship with other staff and supervisors.
17. Adhere to all ESUCC policies, rules, regulations, and supervisory directives.
18. Maintain confidentiality of information concerning staff, students, and parents in accordance with law and ESU rules.
19. Adhere to the staff handbook of the ESUCC.

F. FLSA Exempt Status: Exempt

G. Essential Functions: The essential functions of this position include: (1) regular, dependable in-person attendance on the job; (2) the ability to perform the identified tasks and performance responsibilities which require effective teaching and communication skills; and (3) the ability to perform the following identified physical requirements.

H. At-Will Position. This position is an “at-will” position and may be terminated, with or without cause, at any time in the sole discretion of the CEO or CEO’s designee.

| Physical Requirements | NE | NE | E | E | E |
|---|-----------|-----------|----------|----------|----------|
| 1. NE = Non-Essential - Item is not a requirement of the Job 2. NE = Non-Essential - Occasional - Up to 33% of the time 3. E = Occasional/Essential - Up to 33% of the time, absolutely essential to the job. 4. E = Frequent - Between 34% - 66% 5. E = Continuous - Over 66% of the time. | 1 | 2 | 3 | 4 | 5 |
| 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 | | | |

It is the policy of Educational Service Unit No. 17 and Educational Service Coordinating Council to not discriminate on the basis of sex, disability, race, color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, or other protected status 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 or CEO.

Signature

Date



- A. **Job Title:** Business Manager
- B. **Division:** Executive
- C. **Education Level and Certification - Minimum Requirements:** Bachelor's Degree in Business Administration
- D. **Reports To:** ESUCC CEO or CEO Designee
- E. **Performance Responsibilities and Job Tasks**
 - 1. Interacting with Computers—Using computers and computer systems (including hardware and software) to program, set up functions, enter data, or process information.
 - 2. Getting Information—Observing, receiving, and otherwise obtaining information from all relevant sources.
 - 3. Processing Information—Compiling, coding, categorizing, calculating, tabulating, auditing, or verifying information or data, including compilation of data for financial reports.
 - 4. Analyzing Data or Information—Identifying the underlying principles, reasons, or facts of information by breaking down information or data into separate parts. This includes analyzing financial data and making revenue forecasts.
 - 5. Monitoring and Controlling Resources—Monitoring and controlling resources and monitoring the spending of money; including developing budgets.
 - 6. Communicating—Providing information to the Board, stakeholders, and employees by telephone, in written form, e-mail, or in person; in meetings of the Board, committees, or staff meetings.
 - 7. Communicating with people outside the ESUCC, representing the ESUCC to the public, government agencies, and other external sources. This information can be exchanged in person, in writing, or by telephone or e-mail; in meetings, conferences, or presentations.
 - 8. Making Decisions and Solving Problems—Analyzing information and evaluating results to choose the best solution and solve problems. Resolve problems in educational settings.
 - 9. Updating and Using Relevant Knowledge—Keeping up-to-date technically and applying new knowledge to your job. This includes being current with respect to contracts, property and insurance laws, government regulations affecting ESUs and ESUCC, and economic trends.
 - 10. Evaluating Information to Determine Compliance with Standards—Using relevant information and individual judgment to determine whether events or processes comply with laws, regulations, or standards.



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11. Organizing, Planning, and Prioritizing Work—Developing specific goals and plans to prioritize, organize, and accomplish work, including preparing short-term and long-term plans.
12. Identifying Objects, Actions, and Events—Identifying information by categorizing, estimating, recognizing differences or similarities, and detecting changes in circumstances or events.
13. Performing Administrative Activities—Performing day-to-day administrative tasks such as maintaining information files and processing paperwork. This includes preparing financial reports.
14. Documenting/Recording Information—Entering, transcribing, recording, storing, or maintaining information in written or electronic form.
15. Interpreting the Meaning of Information for Others—Translating or explaining what information means and how it can be used.
16. Developing Objectives and Strategies—Establishing long-range objectives and specifying the strategies and actions to achieve them. This includes developing policies, procedures, methods, or standards within the scope of business management.
17. Resolving Conflicts and Negotiating with Others—Handling complaints, settling disputes, and resolving grievances and conflicts, or otherwise negotiating with others.
18. Thinking Creatively—Developing, designing, or creating new applications, ideas, relationships, systems, or products, including artistic contributions.
19. Estimating the Quantifiable Characteristics of Products, Events, or Information—Estimating sizes, distances, and quantities; or determining time, costs, resources, or materials needed to perform a work activity.
20. Monitoring Processes, Materials, or Surroundings—Monitoring and reviewing information from materials, events, or the environment, to detect or assess problems.
21. Perform all Accounts Payable Functions and Transactions for ESUCC (all projects).
22. Oversee all Accounts Receivable Functions and Transactions for ESUCC (all projects).
23. Update and maintain accounting journals, ledgers, bank reconciliations, and other records detailing financial business transactions, effectively utilizing ESUCC accounting software (eFinance).
24. Prepare Audit information annually and work closely with auditors.
25. Prepare 1099 Forms and 1096 Form annually.
26. Prepare and submit Form 941 (Income Tax Withholding) for State of Nebraska (quarterly).
27. Prepare financial statements monthly, quarterly and annually and/or as requested.
28. Analyze and review budgets with comparisons to actual expenditures.
29. Assist the CEO with the development of the ESUCC Annual Budget.
30. Ensure that State reporting requirements are completed.



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31. Attend ESUCC Board Meetings and assist the Executive Secretary with recording meeting minutes.
32. Perform other tasks or duties as assigned by the CEO or CEO's designee.
33. Serve as a positive member of the community in a way that does not negatively affect the ESUCC's reputation or image in the community.
34. Refrain from engaging in conduct that interferes with the operations of the ESUCC, including the education of students.
35. Develop and maintain a positive and professional working relationship with other staff and supervisors.
36. Adhere to all ESUCC policies, rules, regulations, and supervisory directives.
37. Maintain confidentiality of information concerning staff, students, and parents in accordance with law and ESU rules.
38. Adhere to the staff handbook of the ESUCC.

F. Other Responsibilities and Job Tasks in support of Nebraska Cooperative Purchasing:

1. Assist with the promotion and problem solving of all Coop Programs as needed.
2. Assist with the development of the Coop Annual Buy Specification Document.
3. Assist the with Coop Annual Buy Bid Review and Awarding.
4. Assist with Customer Service issues (vendors, schools and ESUs).
5. Work with the Coop Purchasing Program Assistant, as needed, to track and monitor sales of all Coop Programs.
6. Assist with the creation of the Coop Annual Buy Catalog
7. Attend National AEPA meetings and/or other meetings as needed..

F. FLSA Exempt Status: Non-exempt

G. Essential Functions: The essential functions of this position include: (1) regular, dependable in-person attendance on the job; (2) the ability to perform the identified tasks and performance responsibilities which require effective teaching and communication skills; and (3) the ability to perform the following identified physical requirements.

H. At-Will Position. This position is an "at-will" position and may be terminated, with or without cause, at any time in the sole discretion of the CEO or CEO's designee.



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| Physical Requirements | | NE | NE | E | E | E |
|---|---|-----------|-----------|----------|----------|----------|
| 1. NE = Non-Essential - Item is not a requirement of the Job 2. NE = Non-Essential - Occasional - Up to 33% of the time 3. E = Occasional/Essential - Up to 33% of the time, absolutely essential to the job. 4. E = Frequent - Between 34% - 66% 5. E = Continuous - Over 66% of the time. | | 1 | 2 | 3 | 4 | 5 |
| 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 | | | | |



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| 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 | | | |

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Signature

Date



- A. Job Title:** Canvas Specialist
- B. Division:** Teaching and Learning
- C. Education Level and Certification: Minimum Requirements:** Bachelors degree or higher.
- D. Reports To:** ESUCC CEO or CEO Designee
- E. Performance Responsibilities and Job Tasks**
1. Adhere to the expectations outlined in the MOU - Canvas Program between ESUCC and NDE.
 2. Perform other tasks or duties as assigned by the CEO or CEO's designee, as allowed within the MOU - Canvas Program.
 3. Serve as a positive member of the community in a way that does not negatively affect the ESUCC's reputation or image in the community.
 4. Refrain from engaging in conduct that interferes with the operations of the ESUCC, including the education of students.
 5. Develop and maintain a positive and professional working relationship with other staff and supervisors.
 6. Adhere to all ESUCC policies, rules, regulations, and supervisory directives.
 7. Maintain confidentiality of information concerning staff, students, and parents in accordance with law and ESU rules.
 8. Adhere to the staff handbook of the ESUCC.
- F. FLSA Exempt Status:** Exempt
- G. Essential Functions:** The essential functions of this position include: (1) regular, dependable in-person attendance on the job; (2) the ability to perform the identified tasks and performance responsibilities which require effective teaching and communication skills; and (3) the ability to perform the following identified physical requirements.
- H. At-Will Position.** This position is an "at-will" position and may be terminated, with or without cause, at any time in the sole discretion of the CEO or CEO's designee.



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| Physical Requirements | | | | | | |
|---|----------------|----|---|---|---|--|
| 1. NE = Non-Essential - Item is not a requirement of the Job 2. NE = Non-Essential - Occasional - Up to 33% of the time 3. E = Occasional/Essential - Up to 33% of the time, absolutely essential to the job. 4. E = Frequent - Between 34% - 66% 5. E = Continuous - Over 66% of the time. | NE | NE | E | E | E | |
| | 1 | 2 | 3 | 4 | 5 | |
| | 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 | | | | | |



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| | | | | | | |
|------------------------|-----------------|---|---|---|--|--|
| 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 | | | | |

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Signature

Date



- A. Job Title:** Chief Executive Officer
- B. Division:** Executive
- C. Education Level and Certification: Minimum Requirements:** Specialist Degree in Educational Administration and Supervision from an accredited college or institution is preferred. Five years of experience working within the ESUCC organization, for an Educational Service Unit(s), or a combination thereof. Understanding of complex organizational systems; knowledge of Nebraska Law and ESUCC Finance, effective use of technology, strategic planning related to change and demographics; familiarity with the Nebraska Legislature, ability to interpret laws, statewide travel, availability for extended hours of work.
- D. Reports To:** Educational Service Unit Coordinating Council (composed of the ESU Administrator of each Service Unit).
- E. Performance Responsibilities and Job Tasks**
1. The CEO shall be the Chief Executive Officer for the ESUCC and shall coordinate the operations and functions of the Council.
 2. Although the CEO has the power to delegate any of his/her duties, he/she shall remain responsible to the ESUCC for all such duties.
 3. The CEO shall attend all meetings of the ESUCC unless excused at his/her own request except any meeting or portion of a meeting at which his/her own election or re-election is under consideration.
 4. The CEO shall prepare or cause to be prepared an annual budget to be presented to the ESUCC for consideration no later than the regular September meeting. He/she shall administer the budget as enacted by the Council and shall have the power to examine and clarify all budgeted items and purchases.
 5. The CEO may authorize purchase orders for the items covered by the budget.
 6. The CEO may, with prior approval of the Council, select and recommend individuals to serve on ad hoc committees of ESUCC and on committees set up by ESUCC affiliate groups.
 7. The CEO shall serve as the Governmental Relations Specialist for the legislature and work with the legislative committee of ESUCC to determine the Council platform.
 8. The CEO shall work with the ESUCC treasurer, business manager, and accountant to establish and maintain an accurate account of all financial transactions keeping a record that portrays receipts, distribution and disbursements of all funds.
 9. The CEO shall be responsible for an accurate account of all materials and equipment. He/she shall report to the Council any losses of materials or equipment not consumed in use.



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10. The CEO shall conduct such research as may be necessary in keeping the Council informed regarding needed programs, progress of programs, the need for new programs and any other matter of concern to the Council.
11. The CEO shall carry on a program of public relations and shall be responsible for appropriate publicity. All publicity except those items delegated to the President of the Council shall have approval of the CEO prior to publication.
12. In the absence of by-laws or direction by the Council, the CEO shall assume the authority necessary to deal effectively with unforeseen situations and shall report such actions to the Council at their meeting.
13. The CEO shall establish procedures to insure compliance with ESUCC bylaws, Master Service Agreement and State and Federal law.
14. The CEO or his or her selected designee shall be responsible for evaluating the performance of statewide programs and to make appropriate recommendations to the Council regarding continuation or termination of such programs.
15. ESUCC shall be represented only by the CEO or his/her designated representative at meetings affecting ESUCC programs or policy.
16. The CEO shall facilitate communications among entities working with or for ESUCC including but not limited to the ESUs that serve as fiscal agents for ESUCC programs; NITC; the legislature; NCSA; NDE and individual ESUs.
17. The CEO shall be responsible to arrange for an annual audit of the operations and complete all state and federal forms required of a political sub-division.
18. The CEO shall be responsible for collecting and reporting data that is necessary to complete reporting requirements of the State and Federal Government.
19. The CEO shall develop administrative procedures, rules, and all forms required to assure efficient implementation of Council policies.
20. The CEO shall be responsible for the necessary arrangements for all meetings and trainings conducted on behalf of the Council.
21. The CEO shall provide leadership for the Council and assist in the development of Strategic Planning for ESUCC as required by State Law.
22. The CEO shall work with representatives of business and government in order to generate financial and other support for ESUCC.
23. The CEO shall promote a partnership between ESUCC and the Nebraska Department of Education in order to fund and provide statewide trainings for ESUCC and the ESU affiliate groups.
24. Other duties as assigned by the Council.
25. Serve as a positive member of the community in a way that does not negatively affect the ESUCC's reputation or image in the community.
26. Refrain from engaging in conduct that interferes with the operations of the ESUCC.
27. Develop and maintain a positive and professional working relationship with staff.
28. Adhere to all ESUCC policies, rules and regulations.
29. Maintain confidentiality of information concerning staff, students, and parents in accordance with law and ESUCC rules.



Educational Service Unit Coordinating Council

30. Adhere to the staff handbook of the ESUCC and the Nebraska Department of Education (NDE Rule 27).

F. FLSA Exempt Status: Exempt

G. Essential Functions: The essential functions of this position include: (1) regular, dependable in-person attendance on the job; (2) the ability to perform the identified tasks and performance responsibilities which require effective teaching and communication skills; and (3) the ability to perform the following identified physical requirements.

H. At-Will Position. This position is an “at-will” position and may be terminated, with or without cause, at any time in the sole discretion of the CEO or CEO’s designee.

| Physical Requirements | | | | | |
|---|----|----|---|---|---|
| 1. NE = Non-Essential - Item is not a requirement of the Job 2. NE = Non-Essential - Occasional - Up to 33% of the time 3. E = Occasional/Essential - Up to 33% of the time, absolutely essential to the job. 4. E = Frequent - Between 34% - 66% 5. E = Continuous - Over 66% of the time. | NE | NE | E | E | E |
| | 1 | 2 | 3 | 4 | 5 |
| 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) | | | | | |



Educational Service Unit Coordinating Council

| | | | | | | |
|------------------------|---|---|---|---|--|--|
| | 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 | | | | |

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Signature

Date



- A. Job Title:** Chief Information Officer
- B. Division:** Technology
- C. Education Level and Certification - Minimum Requirements:**
Bachelor's degree in Computer Science or related field - Required
4 years experience in K-12 Educational Environment - Preferred
Experience with statewide or multi-agency shared service environments - Preferred
Masters degree in Computer Science and/or Management Information Systems -Preferred
- D. Reports To:** ESUCC CEO or CEO Designee
- E. Performance Responsibilities and Job Tasks**
1. The primary responsibility of the Chief Information Officer is providing strategic leadership to develop and execute a statewide technology strategy aligned with ESUCC's mission and long-term goals.
 2. Lead and develop a high-performing technology team. Promote a culture of accountability, innovation, and continuous improvement. Manage staffing, performance evaluations, and professional growth.
 3. Supervise technology division staff and any assigned cross-functional teams. Provide day-to-day direction, coaching, and performance feedback; assign work, set expectations, and ensure deliverables are met.
 4. Lead staffing functions for the technology division, including interviewing, selection recommendations, onboarding, role clarity, and succession planning.
 5. Approve and monitor staff timekeeping, including timecards and work schedules, and ensure accurate reporting in accordance with ESUCC policy and payroll timelines.
 6. Approve leave requests (e.g., sick, vacation, professional leave) for supervised staff; ensure coverage, continuity of service, and compliance with ESUCC procedures.
 7. Ensure staff complete required trainings and follow applicable policies related to confidentiality, security, acceptable use, procurement, and professional conduct.
 8. Identify emerging technologies and trends relevant to K-12 education and shared service models.
 9. Lead multi-year planning for infrastructure, applications, data systems, and cybersecurity.
 10. Translate complex technical issues into clear executive-level recommendations.
 11. Communicate technology initiatives clearly to both technical and non-technical audiences.
 12. Coordinate statewide cybersecurity initiatives and shared services across ESUs.



13. Oversee software engineering, design, development, modernization, and lifecycle management of enterprise applications. Ensure systems are scalable, maintainable, and aligned with modern architecture standards.
14. Establish clear standards for software development, cybersecurity, and operations.
15. Prioritize projects based on strategic value and stakeholder impact.
16. Develop, manage, and monitor the technology division budget; recommend allocations aligned to strategic priorities, service commitments, and project roadmaps.
17. Review expenditures regularly to ensure alignment with approved budgets; identify variances, forecast needs, and recommend adjustments as needed.
18. Initiate, review, and approve technology-related purchases and expenses (including subscriptions, contracts, renewals, travel, equipment, and professional services) in accordance with ESUCC purchasing/procurement requirements and internal controls.
19. Contribute to staffing and compensation planning by providing input on position structures, market considerations, role responsibilities, and budget impacts for technology division staff (in collaboration with the CEO and business office).
20. Support analytics, reporting, and data-informed decision-making initiatives.
21. Ensure high availability, performance, and reliability of hosted systems and services.
22. Oversee cloud strategy, hosting environments, and vendor relationships.
23. Build strong partnerships with ESU and state technology leaders and district IT teams. Represent ESUCC in statewide committees, legislative discussions, and partner meetings.
24. Participate as a member of the ESUCC leadership team; attend leadership meetings, contribute to enterprise-wide decision-making, and provide counsel on technology implications for organizational strategy, staffing, risk, and service delivery.
25. Advocate for technology-related policy and best practice at the statewide level by engaging with ESUs, NDE, OCIO partners, and other stakeholders to promote consistency, security, interoperability, and equitable access to shared services.
26. Represent ESUCC in statewide discussions impacting K–12 technology, cybersecurity, data systems, and digital learning; provide input to position statements, implementation guidance, and coordinated practices where appropriate.
27. Perform other tasks or duties as assigned by the CEO or CEO’s designee.
28. Serve as a positive member of the community in a way that does not negatively affect the ESUCC’s reputation or image in the community.
29. Refrain from engaging in conduct that interferes with the operations of the ESUCC, including the education of students.
30. Develop and maintain a positive and professional working relationship with other staff and supervisors.



- 31. Adhere to all ESUCC policies, rules, regulations, and supervisory directives.
- 32. Maintain confidentiality of information concerning staff, students, and parents in accordance with law and ESU rules.
- 33. Adhere to the staff handbook of the ESUCC.

F. FLSA Exempt Status: Exempt

G. Essential Functions: The essential functions of this position include: (1) regular, dependable in-person attendance on the job; (2) the ability to perform the identified tasks and performance responsibilities which require effective teaching and communication skills; and (3) the ability to perform the following identified physical requirements.

H. At-Will Position. This position is an “at-will” position and may be terminated, with or without cause, at any time in the sole discretion of the CEO or CEO’s designee.

| Physical Requirements | NE | NE | E | E | E |
|---|-----------|-----------|----------|----------|----------|
| 1. NE = Non-Essential - Item is not a requirement of the Job 2. NE = Non-Essential - Occasional - Up to 33% of the time 3. E = Occasional/Essential - Up to 33% of the time, absolutely essential to the job. 4. E = Frequent - Between 34% - 66% 5. E = Continuous - Over 66% of the time. | 1 | 2 | 3 | 4 | 5 |
| 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 | | | | |

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Signature

Date



- A. **Job Title:** Chief Learning Officer
- B. **Division:** Teaching and Learning, or Technology
- C. **Education Level and Certification: Minimum Requirements:** Master's Degree required; advanced degree in educational leadership, curriculum, instructional technology, or related field preferred. Valid Nebraska teaching or administrative certificate preferred but not required.
- D. **Reports To:** ESUCC CEO or CEO Designee
- E. **Performance Responsibilities and Job Tasks**
1. Provide Strategic Leadership and Vision - Develop and implement a cohesive vision for statewide learning systems, digital initiatives, and professional development efforts aligned with ESUCC priorities and Nebraska educational statutes.
 2. Provide oversight to concurrent statewide initiatives servicing diverse audiences.
 3. Provide oversight and fiscal stewardship of statewide initiatives.
 4. Collaboratively develop and manage budgets with executive leadership.
 5. Evaluate and recommend contracts and vendor agreements to the CEO to ensure fiscal responsibility and program sustainability.
 6. Supervise and evaluate assigned staff.
 7. Lead hiring recommendations, conduct performance evaluations, and support professional growth planning.
 8. Initiate, develop, and implement forward-thinking initiatives that position ESUCC and Nebraska educators at the forefront of educational innovation.
 9. Collaborate with the Nebraska Department of Education, ESU affiliates, vendors, and educational organizations to align efforts, reduce duplication, and strengthen statewide systems. Advise affiliate leadership teams and support coordinated service delivery.
 10. Design, deliver, and coordinate high-quality professional learning experiences for ESUs, districts, school leaders, and educators.
 11. Represent ESUCC before the ESUCC Board, affiliate groups, legislative audiences, and professional conferences at local, state, and national levels.
 12. Oversee and contribute to the development of statewide communications. Ensure alignment of messaging, branding, and public-facing materials across initiatives.
 13. Monitor and evaluate program effectiveness using qualitative and quantitative data. Provide reports and recommendations to executive leadership and the ESUCC Board regarding program sustainability, impact, and strategic direction.
 14. Ensure initiatives operate in compliance with Nebraska statutes, established policies, contractual agreements, and governance expectations.
 15. Perform other tasks or duties as assigned by the CEO or CEO's designee.



Educational Service Unit Coordinating Council

16. Serve as a positive member of the community in a way that does not negatively affect the ESUCC’s reputation or image in the community.
17. Refrain from engaging in conduct that interferes with the operations of the ESUCC, including the education of students.
18. Develop and maintain a positive and professional working relationship with other staff and supervisors.
19. Adhere to all ESUCC policies, rules, regulations, and supervisory directives.
20. Maintain confidentiality of information concerning staff, students, and parents in accordance with law and ESU rules.
21. Adhere to the staff handbook of the ESUCC.

F. FLSA Exempt Status: Exempt

G. Essential Functions: The essential functions of this position include: (1) regular, dependable in-person attendance on the job; (2) the ability to perform the identified tasks and performance responsibilities which require effective teaching and communication skills; and (3) the ability to perform the following identified physical requirements.

H. At-Will Position. This position is an “at-will” position and may be terminated, with or without cause, at any time in the sole discretion of the CEO or CEO’s designee.

| Physical Requirements | | NE | NE | E | E | E |
|---|--|-----------|-----------|----------|----------|----------|
| 1. NE = Non-Essential - Item is not a requirement of the Job 2. NE = Non-Essential - Occasional - Up to 33% of the time 3. E = Occasional/Essential - Up to 33% of the time, absolutely essential to the job. 4. E = Frequent - Between 34% - 66% 5. E = Continuous - Over 66% of the time. | | 1 | 2 | 3 | 4 | 5 |
| 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 | | | |



Educational Service Unit Coordinating Council

| | | | | | | |
|------------------------------|---|---|---|---|---|--|
| 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 | | | | |

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Signature

Date



Educational Service Unit Coordinating Council

- A. **Job Title:** Cooperative Purchasing Program Assistant
- B. **Division:** Executive
- C. **Education Level and Certification: Minimum Requirements:** High school degree.
- D. **Reports To:** ESUCC CEO or CEO Designee
- E. **Performance Responsibilities and Job Tasks**
 - 1. Operate office equipment such as fax machines, copiers, and phone systems, and use computers for email, spreadsheet, word processing, database management, and other applications.
 - 2. Knowledge of basic accounting concepts.
 - 3. Excellent oral and written communication skills, customer relations, and organizational skills.
 - 4. Receive, track and process all Sales and Administrative fees for Cooperative Purchasing programs.
 - 5. Conduct periodic Food Program audits.
 - 6. Process and track all incoming solicitation documents.
 - 7. Assist Coop Team with promotion of all Coop programs and processes.
 - 8. Answer telephones and give information to callers, take messages, or transfer calls to appropriate individuals.
 - 9. Greet visitors and callers, handle their inquiries, and direct them to the appropriate people according to their needs.
 - 10. Set up and maintain paper and electronic filing systems for records, correspondence, and other material.
 - 11. Open, read, route, and distribute incoming mail and other material and answer routine letters.
 - 12. Make copies of correspondence and other printed material.
 - 13. Review work done by others to check for correct spelling and grammar, ensure that format policies are followed, and recommend revisions.
 - 14. Compose, type, and distribute meeting notes, routine correspondence, and reports.
 - 15. Learn to operate new office technologies as they are developed and implemented.
 - 16. Maintain scheduling and event calendars.
 - 17. Manage and maintain digital communication platforms, including the ESUCC website, Marketplace, and social media accounts, ensuring accurate and timely updates.
 - 18. Manage projects and contribute to committee and teamwork.
 - 19. Order and dispense supplies.
 - 20. Perform other tasks or duties as assigned by the CEO or CEO's designee.



Educational Service Unit Coordinating Council

21. Serve as a positive member of the community in a way that does not negatively affect the ESUCC’s reputation or image in the community.
22. Refrain from engaging in conduct that interferes with the operations of the ESUCC.
23. Develop and maintain a positive and professional working relationship with other staff and supervisors.
24. Adhere to all ESUCC policies, rules, regulations, and supervisory directives.
25. Maintain confidentiality of information concerning staff, students, and parents in accordance with law and ESUCC rules.
26. Adhere to the staff handbook of the ESUCC.

F. FLSA Exempt Status: Non-exempt.

G. Essential Functions: The essential functions of this position include: (1) regular, dependable in-person attendance on the job; (2) the ability to perform the identified tasks and performance responsibilities which require effective teaching and communication skills; and (3) the ability to perform the following identified physical requirements.

H. At-Will Position. This position is an “at-will” position and may be terminated, with or without cause, at any time in the sole discretion of the CEO or CEO’s designee.

| Physical Requirements | | NE | NE | E | E | E |
|---|--|-----------|-----------|----------|----------|----------|
| 1. NE = Non-Essential - Item is not a requirement of the Job 2. NE = Non-Essential - Occasional - Up to 33% of the time 3. E = Occasional/Essential - Up to 33% of the time, absolutely essential to the job. 4. E = Frequent - Between 34% - 66% 5. E = Continuous - Over 66% of the time. | | 1 | 2 | 3 | 4 | 5 |
| 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 | | | | |



Educational Service Unit Coordinating Council

| | | | | | | |
|------------------------------|---|---|---|---|---|--|
| 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 | | | | |

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Signature

Date



- A. **Job Title:** Director of Cooperative Purchasing
- B. **Division:** Executive
- C. **Education Level and Certification: Minimum Requirements:** Bachelor's Degree in Business Administration, Supply Chain Management, Public Administration, or Educational Leadership, or equivalent experience.
- D. **Reports To:** ESUCC CEO or CEO Designee
- E. **Performance Responsibilities and Job Tasks**
 - 1. Strategic Procurement & Contract Management
 - a. Bid Lifecycle: Lead the end-to-end Invitation for Bid (IFB), Request for Proposal (RFP), or Request for Information (RFI) process, including drafting specifications, vendor solicitation, and rigorous evaluation.
 - b. Innovation: Identify and implement innovative procurement models for emerging educational needs (e.g., EdTech, sustainable energy, and Cyber Security services).
 - c. National Representation: Serve as a primary leader within the Association of Educational Purchasing Agencies (AEP), representing Nebraska's interests on oversight and administrative committees.
 - 2. Marketing, Outreach & Relationship Management
 - a. Statewide Growth: Develop and execute a marketing plan to increase contract utilization across Nebraska's 244+ school districts.
 - b. Consultative Leadership: Provide subject matter expertise on procurement efficiency and cost-saving opportunities.
 - c. Stakeholder Engagement: Prepare and present data-rich reports for the ESUCC Board of Directors and Advisory Committees.
 - 3. Data Analytics & Fiscal Oversight
 - a. Performance Metrics: Develop and maintain reports and/or electronic dashboards to report on contract ROI, revenue generation, and vendor compliance.
 - b. Fiscal Integrity: Monitor the receipt of administrative fees and work with fiscal staff to ensure the financial sustainability of the Cooperative.
 - c. Budget Oversight: Develop, monitor, and administer the Cooperative Purchasing budget; ensure expenditures align to program priorities and fiscal controls.
 - 4. Leadership & Operational Excellence
 - a. Strategic Alignment: Ensure all purchasing initiatives align with the ESUCC's long-term strategic plan and mission of service to Nebraska schools.
 - b. Ethics & Confidentiality: Maintain absolute professional confidentiality and adhere to the highest ethical standards in public procurement.
 - 5. Provide direct supervision for Cooperative Purchasing staff, including onboarding, training, coaching, delegation of responsibilities, and ongoing performance management aligned to ESUCC policies and expectations.



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6. Establish clear workflows, service standards, and internal controls to ensure timely contract development, vendor support, customer service, and accurate reporting.
7. Participate as a member of the ESUCC leadership team; attend and contribute to leadership meetings, planning sessions, and cross-division coordination to advance agency priorities and service delivery.
8. Participate as a member of the ESUCC leadership team; attend and contribute to leadership meetings, planning sessions, and cross-division coordination to advance agency priorities and service delivery.
9. Contribute professional input to conversations regarding staffing needs, role alignment, performance expectations, and compensation planning for Cooperative Purchasing staff, in collaboration with the CEO/designee and fiscal leadership.
10. Review and approve staff leave requests, timecards, and attendance records; ensure compliance with ESUCC procedures and applicable employment requirements.
11. Develop, monitor, and manage the Cooperative Purchasing budget in collaboration with ESUCC fiscal staff; review revenues (including administrative fees) and expenditures to support program sustainability and service goals.
12. Regularly review financial statements, purchasing reports, and cooperative financial performance indicators; identify risks, trends, and opportunities for improvement.
13. Initiate, review, and approve Cooperative Purchasing expenditures consistent with ESUCC policy, budget authority, and internal controls, including procurement-related purchases, travel, professional learning, and program operations.
14. Ensure appropriate resourcing for contract solicitation cycles, vendor management, customer support, compliance monitoring, and reporting/dashboards.
15. Actively advocate for and promote the Cooperative Purchasing program as a high-value, compliant, cost-saving procurement solution for Nebraska schools and ESUs; communicate benefits, process, and value proposition to decision makers.
16. Partner with ESU leaders and district stakeholders to remove barriers to adoption, increase contract usage, and expand participation across Nebraska's school districts.
17. Build and sustain relationships with ESUs, school business officials, superintendents, and other stakeholders to align contracts to current and emerging needs and ensure consistent statewide service. Build and sustain relationships with ESUs, school business officials, superintendents, and other stakeholders to align contracts to current and emerging needs and ensure consistent statewide service.
18. Represent ESUCC and Nebraska in national cooperative purchasing organizations and networks; maintain awareness of national best practices, model contracts, compliance expectations, and market trends. Represent ESUCC and Nebraska in national cooperative purchasing organizations and networks; maintain awareness



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of national best practices, model contracts, compliance expectations, and market trends.

19. Serve in leadership and/or committee roles (e.g., AEPA oversight, administrative, procurement, compliance, or program committees) as assigned; bring back strategies that strengthen Nebraska’s cooperative program. Serve in leadership and/or committee roles (e.g., AEPA oversight, administrative, procurement, compliance, or program committees) as assigned; bring back strategies that strengthen Nebraska’s cooperative program.
20. Knowledge of Nebraska school bidding laws and Federal 2 CFR 200 (Uniform Guidance).
21. Perform other tasks or duties as assigned by the CEO or CEO’s designee.
22. Serve as a positive member of the community in a way that does not negatively affect the ESUCC’s reputation or image in the community.
23. Refrain from engaging in conduct that interferes with the operations of the ESUCC, including the education of students.
24. Develop and maintain a positive and professional working relationship with other staff and supervisors.
25. Adhere to all ESUCC policies, rules, regulations, and supervisory directives.
26. Maintain confidentiality of information concerning staff, students, and parents in accordance with law and ESU rules.
27. Adhere to the staff handbook of the ESUCC.

F. FLSA Exempt Status: Exempt

G. Essential Functions: The essential functions of this position include: (1) regular, dependable in-person attendance on the job; (2) the ability to perform the identified tasks and performance responsibilities which require effective teaching and communication skills; and (3) the ability to perform the following identified physical requirements.

H. At-Will Position. This position is an “at-will” position and may be terminated, with or without cause, at any time in the sole discretion of the CEO or CEO’s designee.

| Physical Requirements | | | | | |
|---|----|----|---|---|---|
| 1. NE = Non-Essential - Item is not a requirement of the Job 2. NE = Non-Essential - Occasional - Up to 33% of the time 3. E = Occasional/Essential - Up to 33% of the time, absolutely essential to the job. 4. E = Frequent - Between 34% - 66% 5. E = Continuous - Over 66% of the time. | NE | NE | E | E | E |
| | 1 | 2 | 3 | 4 | 5 |
| Stamina | | | | | |
| 1. Sitting | | | | X | |
| 2. Walking | | X | | | |



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| | | | | | | |
|------------------------------|---|---|---|---|---|--|
| 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 | | | | |



It is the policy of Educational Service Unit No. 17 and Educational Service Coordinating Council to not discriminate on the basis of sex, disability, race, color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, or other protected status 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 or CEO.

Signature

Date



- A. Job Title:** Executive Secretary to the Chief Administrator
- B. Division:** Executive
- C. Education Level and Certification - Minimum Requirements:** Associates degree or higher.
- D. Reports To:** ESUCC CEO
- E. Performance Responsibilities and Job Tasks**
1. Performing Administrative Activities—Performing day-to-day administrative tasks such as maintaining information files and processing paperwork. This includes: developing a records management system, filing or retrieving documents and related materials, maintaining records, reports, and files, and preparing reports for administration.
 2. Interacting with Computers—Using computers and computer systems (including hardware and software) to program, write software, set up functions, enter data, or process information. This includes: using computers to enter, access or retrieve data and using word processing or desktop publishing software.
 3. Getting Information—Observing, receiving, and otherwise obtaining information from all relevant sources.
 4. Communicating with Supervisors or Peers—Providing information to supervisors and co-workers by telephone, in written form, e-mail, or in person.
 5. Establishing and Maintaining Interpersonal Relationships—Developing constructive and cooperative working relationships with others, and maintaining them over time.
 6. Organizing, Planning, and Prioritizing Work—Developing specific goals and plans to prioritize, organize, and accomplish your work. This includes planning meetings or conferences and use of time management techniques.
 7. 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. This includes writing correspondence.
 8. Documenting/Recording Information—Entering, transcribing, recording, storing, or maintaining information in written or electronic form.
 9. Identifying Objects, Actions, and Events—Identifying information by categorizing, estimating, recognizing differences or similarities, and detecting changes in circumstances or events.
 10. Scheduling Work and Activities—Scheduling events, programs, and activities, as well as the work of others. This includes: arranging virtual calls, scheduling meetings or appointments, and scheduling or contracting meeting facilities.



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11. Updating and Using Relevant Knowledge—Keeping up-to-date technically and applying new knowledge to your job. This includes using oral and written communication techniques.
12. Processing Information—Compiling, coding, categorizing, calculating, tabulating, auditing, or verifying information or data. This includes compiling numerical or statistical data.
13. Making Decisions and Solving Problems—Analyzing information and evaluating results to choose the best solution and solve problems. Resolve problems in educational settings. This includes: selecting software for clerical activities.
14. Monitoring Processes, Materials, or Surroundings—Monitoring and reviewing information from materials, events, or the environment, to detect or assess problems.
15. Performing for or Working Directly with the Public—Performing for people or dealing directly with the public. This includes answering questions.
16. Thinking Creatively—Developing, designing, or creating new applications, ideas, relationships, systems, or products, including artistic contributions.
17. Developing and Building Teams—Encouraging and building mutual trust, respect, and cooperation among team members.
18. Evaluating Information to Determine Compliance with Standards—Using relevant information and individual judgment to determine whether events or processes comply with laws, regulations, or standards.
19. Interpreting the Meaning of Information for Others—Translating or explaining what information means and how it can be used. This includes explaining rules, policies or regulations.
20. Resolving Conflicts and Negotiating with Others—Handling complaints, settling disputes, and resolving grievances and conflicts, or otherwise negotiating with others.
21. Coordinating the Work and Activities of Others—Getting members of a group to work together to accomplish tasks. This includes: coordinating staff or activities in clerical support setting and overseeing execution of organizational or program policies.
22. Secretary to the ESUCC Board which includes: (a) Agenda/agenda items for board packets, assembling and distributing to Board members, (b) take minutes of the ESUCC Board Meetings, and compose minutes and distribute to Board members, prepare legal notice, minutes and bills for publication.
23. Assist the Chief Executive Officer in preparing the annual budget which includes: (a) Publish budget hearing notice, and (b) Submit budget to County Clerks and Auditor of Public Accounts by email.
24. Prepare the Annual report for sending to ESUs.
25. Maintain personnel procedures manual and Board policies.
26. Attend staff meetings.
27. Back up Project Secretary when necessary.
28. Perform other tasks or duties as assigned by the CEO or CEO's designee.



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- 29. Serve as a positive member of the community in a way that does not negatively affect the ESUCC’s reputation or image in the community.
- 30. Refrain from engaging in conduct that interferes with the operations of the ESUCC, including the education of students.
- 31. Develop and maintain a positive and professional working relationship with other staff and supervisors.
- 32. Adhere to all ESUCC policies, rules, regulations, and supervisory directives.
- 33. Maintain confidentiality of information concerning staff, students, and parents in accordance with law and ESU rules.
- 34. Adhere to the staff handbook of the ESUCC.

F. FLSA Exempt Status: Non-exempt.

G. Essential Functions: The essential functions of this position include: (1) regular, dependable in-person attendance on the job; (2) the ability to perform the identified tasks and performance responsibilities which require effective teaching and communication skills; and (3) the ability to perform the following identified physical requirements.

H. At-Will Position. This position is an “at-will” position and may be terminated, with or without cause, at any time in the sole discretion of the CEO or CEO’s designee.

| Physical Requirements | | NE | NE | E | E | E |
|---|--|-----------|-----------|----------|----------|----------|
| 1. NE = Non-Essential - Item is not a requirement of the Job 2. NE = Non-Essential - Occasional - Up to 33% of the time 3. E = Occasional/Essential - Up to 33% of the time, absolutely essential to the job. 4. E = Frequent - Between 34% - 66% 5. E = Continuous - Over 66% of the time. | | 1 | 2 | 3 | 4 | 5 |
| 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 | | | |



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| | | | | | | |
|------------------------------|---|---|---|---|---|---|
| 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 | | | | |

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Signature

Date



- A. **Job Title:** PowerSchool Cooperative Director
- B. **Division:** Teaching and Learning
- C. **Education Level and Certification: Minimum Requirements:** Bachelors degree or higher
- D. **Reports To:** ESUCC CEO or CEO Designee
- E. **Performance Responsibilities and Job Tasks**
 - 1. Assist Nebraska school districts by providing support and first-tier troubleshooting assistance to end users, including detection, diagnosis, reporting, and correction of system issues related to PowerSchool.
 - 2. Coordinate day-to-day operations of the PowerSchool system and serve as a liaison between end users and internal and external support staff to ensure accurate problem interpretation and timely resolution.
 - 3. Provide professional verbal and written communication to support users and stakeholders.
 - 4. Ensure PowerSchool data is accessible, reliable, consistent, accessible, secure, and timely to support the mission and activities of the organization.
 - 5. Provide day-to-day supervision of PowerSchool Cooperative staff, including coaching, prioritization, workflow assignment, and performance feedback.
 - 6. Ensure consistent service delivery across the team (quality of responses, documentation expectations, follow-through, and customer experience).
 - 7. Support staff development through training plans, cross-training, and support for continuous improvement.
 - 8. Coordinate coverage and continuity for peak periods, releases, and high-volume support seasons.
 - 9. Approve staff leave requests and review/approve timecards (and any additional time reporting as required).
 - 10. Participate in hiring processes (as assigned), onboarding, and establishing role expectations for new staff.
 - 11. Review and monitor the PowerSchool Cooperative budget; identify trends, risks, and needs.
 - 12. Request, review, and approve expenses consistent with budget authority and ESUCC procedures.
 - 13. Track/co-manage cost drivers tied to PowerSchool services (as applicable), and provide clear fiscal updates to leadership.
 - 14. Contribute to leadership conversations regarding staffing, compensation planning, and resource allocation.
 - 15. Attend leadership meetings and represent the PowerSchool Cooperative in internal planning, coordination, and cross-functional discussions.



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16. Build and maintain positive working relationships with districts, ESU staff, and internal ESUCC colleagues.
17. Communicate service updates, timelines, and key information to stakeholders in a clear, professional manner.
18. Identify operational improvements and recommend changes that increase efficiency, reliability, and customer satisfaction.
19. Maintain strict confidentiality regarding student, parents, and staff personally identifiable information (PII), security reports, plans, programs, and personnel matters.
20. Serve as a positive member of the community in a way that does not negatively affect the ESUCC’s reputation or image in the community.
21. Refrain from engaging in conduct that interferes with the operations of the ESUCC, including the education of students.
22. Develop and maintain positive and professional working relationships with other staff, supervisors, and stakeholders.
23. Adhere to all ESUCC policies, rules, regulations, and supervisory directives.
24. Adhere to the staff handbook of the ESUCC.
25. Perform other tasks or duties as assigned by the CEO or CEO’s designee.

F. FLSA Exempt Status: Exempt

G. Essential Functions: The essential functions of this position include: (1) regular and dependable attendance on the job; (2) the ability to perform the identified tasks and performance responsibilities which require effective communication and technical support skills; and (3) the ability to perform the identified physical requirements.

H. At-Will Position: This position is an “at-will” position and may be terminated, with or without cause, at any time in the sole discretion of the CEO or CEO’s designee.

| Physical Requirements | | | | | |
|---|----|----|---|---|---|
| 1. NE = Non-Essential - Item is not a requirement of the Job 2. NE = Non-Essential - Occasional - Up to 33% of the time 3. E = Occasional/Essential - Up to 33% of the time, absolutely essential to the job. 4. E = Frequent - Between 34% - 66% 5. E = Continuous - Over 66% of the time. | NE | NE | E | E | E |
| | 1 | 2 | 3 | 4 | 5 |
| Stamina | | | | | |
| 1. Sitting | | | | | X |
| 2. Walking | | | X | | |
| 3. Standing | | X | | | |
| 4. Sprinting/Running | X | | | | |
| Flexibility | | | | | |



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| | | | | | | |
|------------------------------|---|---|---|---|---|---|
| 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 | | | | |

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marital status, pregnancy, childbirth or related medical condition, or other protected status 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 CEO.

Signature

Date



- A. **Job Title:** PowerSchool Support Specialist
- B. **Division:** Teaching and Learning
- C. **Education Level and Certification: Minimum Requirements:** Associates degree or higher
- D. **Reports To:** ESUCC CEO or CEO Designee
- E. **Performance Responsibilities and Job Tasks**
1. Assist Nebraska school districts by providing support and first-tier troubleshooting assistance to end users, including detection, diagnosis, reporting, and correction of system issues related to PowerSchool.
 2. Coordinate day-to-day operations of the PowerSchool system and serve as a liaison between end users and internal and external support staff to ensure accurate problem interpretation and timely resolution.
 3. Provide professional verbal and written communication to support users and stakeholders.
 4. Ensure PowerSchool data is accessible, reliable, consistent, accessible, secure, and timely to support the mission and activities of the organization.
 5. Maintain strict confidentiality regarding student, parents, and staff personally identifiable information (PII), security reports, plans, programs, and personnel matters.
 6. Serve as a positive member of the community in a way that does not negatively affect the ESUCC's reputation or image in the community.
 7. Refrain from engaging in conduct that interferes with the operations of the ESUCC, including the education of students.
 8. Develop and maintain positive and professional working relationships with other staff, supervisors, and stakeholders.
 9. Adhere to all ESUCC policies, rules, regulations, and supervisory directives.
 10. Adhere to the staff handbook of the ESUCC.
 11. Perform other tasks or duties as assigned by the CEO or CEO's designee.
- F. **FLSA Exempt Status:** Non-exempt
- G. **Essential Functions:** The essential functions of this position include: (1) regular and dependable attendance on the job; (2) the ability to perform the identified tasks and performance responsibilities which require effective communication and technical support skills; and (3) the ability to perform the identified physical requirements.
- H. **At-Will Position:** This position is an "at-will" position and may be terminated, with or without cause, at any time in the sole discretion of the CEO or CEO's designee.



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| Physical Requirements | | NE | NE | E | E | E |
|---|--|-----------|-----------|----------|----------|----------|
| 1. NE = Non-Essential - Item is not a requirement of the Job 2. NE = Non-Essential - Occasional - Up to 33% of the time 3. E = Occasional/Essential - Up to 33% of the time, absolutely essential to the job. 4. E = Frequent - Between 34% - 66% 5. E = Continuous - Over 66% of the time. | | 1 | 2 | 3 | 4 | 5 |
| 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 | | | | |



Educational Service Unit Coordinating Council

| | | | | | | |
|------------------------|---|---|---|--|--|--|
| 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 | | | | |

It is the policy of Educational Service Unit No. 17 and Educational Service Coordinating Council to not discriminate on the basis of sex, disability, race, color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, or other protected status 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 CEO.

Signature

Date



- A. **Job Title:** Project Secretary
- B. **Division:** Teaching and Learning, Technology
- C. **Education Level and Certification: Minimum Requirements:** High school degree.
- D. **Reports To:** ESUCC CEO or CEO Designee
- E. **Performance Responsibilities and Job Tasks**
 - 1. Operate office equipment such as fax machines, copiers, and phone systems, and use computers for email, spreadsheet, word processing, database management, and other applications.
 - 2. Answer telephones and give information to callers, take messages, or transfer calls to appropriate individuals.
 - 3. Greet visitors and callers, handle their inquiries, and direct them to the appropriate people according to their needs.
 - 4. Set up and maintain paper and electronic filing systems for records, correspondence, and other material.
 - 5. Open, read, route, and distribute incoming mail and other material and answer routine letters.
 - 6. Make copies of correspondence and other printed material.
 - 7. Review work done by others to check for correct spelling and grammar, ensure that school format policies are followed, and recommend revisions.
 - 8. Compose, type, and distribute meeting notes, routine correspondence, and reports.
 - 9. Learn to operate new office technologies as they are developed and implemented.
 - 10. Maintain scheduling and event calendars.
 - 11. Manage and maintain digital communication platforms, including the ESUCC website, PDO site, and social media accounts, ensuring accurate and timely updates.
 - 12. Manage projects and contribute to committee and teamwork.
 - 13. Order and dispense supplies.
 - 14. Perform other tasks or duties as assigned by the CEO or CEO's designee.
 - 15. Serve as a positive member of the community in a way that does not negatively affect the ESUCC's reputation or image in the community.
 - 16. Refrain from engaging in conduct that interferes with the operations of the ESUCC, including the education of students.
 - 17. Develop and maintain a positive and professional working relationship with other staff and supervisors.
 - 18. Adhere to all ESUCC policies, rules, regulations, and supervisory directives.
 - 19. Maintain confidentiality of information concerning staff, students, and parents in accordance with law and ESU rules.
 - 20. Adhere to the staff handbook of the ESUCC.

F. FLSA Exempt Status: Non-exempt.

G. Essential Functions: The essential functions of the Secretary position include: (1) regular, dependable in-person attendance on the job; (2) the ability to perform the identified tasks and performance responsibilities which require effective teaching and communication skills; and (3) the ability to perform the following identified physical requirements.

H. At-Will Position. This position is an “at-will” position and may be terminated, with or without cause, at any time in the sole discretion of the CEO or CEO’s designee.

| Physical Requirements | NE | NE | E | E | E |
|---|-----------|-----------|----------|----------|----------|
| 1. NE = Non-Essential - Item is not a requirement of the Job 2. NE = Non-Essential - Occasional - Up to 33% of the time 3. E = Occasional/Essential - Up to 33% of the time, absolutely essential to the job. 4. E = Frequent - Between 34% - 66% 5. E = Continuous - Over 66% of the time. | 1 | 2 | 3 | 4 | 5 |
| 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 | | | |



Educational Service Unit Coordinating Council

| | | | | | | |
|------------------------|---|---|---|---|--|--|
| | 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 | | | | |

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Signature

Date



A. Job Title: Level 3 Software Developer / Integrator

B. Division: Technology

C. Education Level and Certification: Minimum Requirements:
Computer Science and/or Management Information Systems degree - Preferred
2 Years Experience in K-12 Educational Environment - Preferred
Background in collaborative software development - Required

D. Reports To: ESUCC CEO or CEO Designee

E. Performance Responsibilities and Job Tasks:

1. The primary responsibility of the Level 3 Software Developer / Integrator is to develop and maintain software and other activities related to instructional and information technology under the general direction of the ESUCC Chief Information Officer (CIO). Programs and activities include use of technology to improve staff productivity and student learning; use of technology to maintain data and meet reporting requirements; data integration, import and export with other related software systems used by Nebraska ESUs, school districts and the Nebraska Department of Education; repair and use of ESUCC electronic equipment, software, computers and peripherals; staff training to optimize technology use; troubleshoot and resolve project technology tickets, maintain ESUCC technology infrastructure.
2. Work professionally, positively and cooperatively with the ESUCC software development team.
3. Develop and maintain software projects using C# .NET, PHP, Laminas Framework, Python, and associated libraries and toolsets.
4. Accept and meet input and specifications provided by ESUCC leadership, advisory teams, and user communities.
5. Test software to identify and correct defects / bugs.
6. Document and track software changes using Jira, git and related tools as determined by the ESUCC CIO.
7. Follow all network security measures to protect data, software, and hardware.
8. Resolve escalated help tickets.
9. Provide Help desk overflow support during times of high need.
10. Maintain and administer computer networks and related computing environments including computer hardware, systems software, applications software, and all configurations. The ESUCC uses VMWare, Linux, Windows server, and docker.
11. Perform and monitor data backups and disaster recovery operations.
12. Diagnose, troubleshoot, and resolve hardware, software, or other network and system problems, and replace defective components when necessary.
13. Configure, monitor, and maintain email and virus protection software.



Educational Service Unit Coordinating Council

14. Operate and monitor the performance of computer systems and networks, and to coordinate computer network access and use.
15. Design, configure, and test computer hardware, networking software and operating system software.
16. Monitor network, server and software performance to determine whether adjustments need to be made, and to determine where changes will need to be made in the future.
17. Confer with users about how to solve existing system problems.
18. Research new technologies by attending seminars, reading books and trade articles, or taking classes, and implement or recommend the implementation of new technologies.
19. Provide professional development activities to promote effective use of available instructional/administrative technology resources.
20. Assist professional staff in integrating the use of computers and related technologies into business operations.
21. Assist staff experiencing difficulty with use of technology or having special needs related to technology.
22. Participate in meetings with administrative and teacher teams concerning technology.
23. Perform other tasks or duties as assigned by the CEO or CEO's designee.
24. Serve as a positive member of the community in a way that does not negatively affect the ESUCC's reputation or image in the community.
25. Refrain from engaging in conduct that interferes with the operations of the ESUCC, including the education of students.
26. Develop and maintain a positive and professional working relationship with other staff and supervisors.
27. Adhere to all ESUCC policies, rules, regulations, and supervisory directives.
28. Maintain confidentiality of information concerning staff, students, and parents in accordance with law and ESU rules.
29. Adhere to the staff handbook of the ESUCC.

F. FLSA Exempt Status: Exempt

G. Essential Functions: The essential functions of this position include: (1) regular, dependable in-person attendance on the job; (2) the ability to perform the identified tasks and performance responsibilities which require effective teaching and communication skills; and (3) the ability to perform the following identified physical requirements.

H. At-Will Position: This position is an "at-will" position and may be terminated, with or without cause, at any time in the sole discretion of the CEO or CEO's designee.



Educational Service Unit Coordinating Council

| Physical Requirements | | | | | |
|---|----|----|---|---|---|
| 1. NE = Non-Essential - Item is not a requirement of the Job 2. NE = Non-Essential - Occasional - Up to 33% of the time 3. E = Occasional/Essential - Up to 33% of the time, absolutely essential to the job. 4. E = Frequent - Between 34% - 66% 5. E = Continuous - Over 66% of the time. | NE | NE | E | E | E |
| | 1 | 2 | 3 | 4 | 5 |
| 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 | | | | |



Educational Service Unit Coordinating Council

| | | | | | |
|---|---|---|---|--|--|
| 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 | | | | |

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Signature

Date



- A. Job Title:** Technology Support Specialist
- B. Division:** Technology
- C. Education Level and Certification: Minimum Requirements:**
High School diploma or equivalent - Required
Associates or Bachelors degree in Computer Science or related field - Preferred
2 years experience in K-12 Educational Environment - Preferred
- D. Reports To:** ESUCC CEO or CEO Designee
- E. Performance Responsibilities and Job Tasks**
1. The primary responsibility of the technology support specialist is to receive support requests from technical contacts and end users via an electronic ticketing system, email and phone calls and to triage and provide excellent support, tracking and problem resolution for those requests.
 2. Organize information for support, analysis and publication using spreadsheets, databases, documents and web pages.
 3. Work with team members and others to solve problems and remove roadblocks.
 4. Communicate in a positive, friendly and easily-understood manner.
 5. Provide professional communications both verbally, in writing, while on the phone, presenting or teaching others.
 6. Work to build positive relationships with professionals inside and outside of the ESUCC.
 7. Think Creatively – Design and develop optimal ideas, systems, or solutions to ensure the highest level of quality for the ESUCC services.
 8. Ensure the needs of schools are met during times of increased support needs.
 9. Update and Use Relevant Knowledge - Keep up-to-date technically and continually apply new knowledge to your position.
 10. Interpret the Meaning of Information for Others - Translate or explain what information means and how it can be used.
 11. Perform other tasks or duties as assigned by the CEO or CEO's designee.
 12. Serve as a positive member of the community in a way that does not negatively affect the ESUCC's reputation or image in the community.
 13. Refrain from engaging in conduct that interferes with the operations of the ESUCC, including the education of students.
 14. Develop and maintain a positive and professional working relationship with other staff and supervisors.
 15. Adhere to all ESUCC policies, rules, regulations, and supervisory directives.



- 16. Maintain confidentiality of information concerning staff, students, and parents in accordance with law and ESU rules.
- 17. Adhere to the staff handbook of the ESUCC.

F. FLSA Exempt Status: Non-exempt

G. Essential Functions: The essential functions of this position include: (1) regular, dependable in-person attendance on the job; (2) the ability to perform the identified tasks and performance responsibilities which require effective teaching and communication skills; and (3) the ability to perform the following identified physical requirements.

H. At-Will Position. This position is an “at-will” position and may be terminated, with or without cause, at any time in the sole discretion of the CEO or CEO’s designee.

| Physical Requirements | NE | NE | E | E | E |
|---|-----------|-----------|----------|----------|----------|
| 1. NE = Non-Essential - Item is not a requirement of the Job 2. NE = Non-Essential - Occasional - Up to 33% of the time 3. E = Occasional/Essential - Up to 33% of the time, absolutely essential to the job. 4. E = Frequent - Between 34% - 66% 5. E = Continuous - Over 66% of the time. | 1 | 2 | 3 | 4 | 5 |
| 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 | | | | |

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Signature

Date

EXECUTIVE SUMMARY: SRS

Modernization & Strategic Roadmap

Prepared for: ESU Board of Directors

Date: March 17, 2026

Subject: Software Reliability, Modernization, and AI Integration

Vision & Strategic Partnerships

The ESUCC Technology Team is committed to transforming the Special Education Record System (SRS) from a legacy compliance tool into a modern, high-performance platform. To ensure this transition is rooted in industry best practices, we have engaged in the following:

- **Architectural Partnership:** Collaborating with **Don't Panic Labs** (Lincoln, NE) to modernize our system architecture, ensuring scalability and stability.
- **National Resource Sharing:** Exploring collaboration with the **Michigan Association of Intermediate School Administrators** to leverage cross-state software innovations.
- **Infrastructure Readiness:** We have modernized our internal development environments, allowing for "sandbox" testing of new features to ensure 100% uptime during deployment.

Immediate Focus

- **Advanced Form Versioning:** A major update to our form engine now preserves historical data exactly as it was originally filled out, allowing us to push new compliance updates without impacting previous years' records.
- **Enhanced Reporting:** A new reporting tool for the **October 1st Snapshot** (Ages 3–21) will be live, streamlining IDEA plan verification for member districts.
- **Reliability Focus:** Immediate improvements to document printing and Indicator 11 tracking are underway to reduce administrative friction.

Future-Ready Roadmap: The AI & Collaboration Shift

We are aggressively pursuing a "de-coupled" architecture that allows us to build modern, user-friendly interfaces on top of a secure, robust database.

| Priority | Feature | Impact on Educators |
|----------|---------|---------------------|
|----------|---------|---------------------|

| | | |
|--------------------------------|---------------------------------|--|
| Intelligent Drafting | AI-Enhanced Goal Writing | Leveraging AI as a co-pilot to help teachers draft high-quality, measurable, and compliant student goals in seconds. |
| Real-Time Collaboration | Multi-User Editing | Allowing multiple team members to work on a single form simultaneously (Google Docs-style) to expedite IEP meetings. |
| Data Integrity | Auto-Saving & APIs | Eliminating data loss through real-time saving and enabling "self-service" data import/export for district-wide analytics. |
| Workflow Efficiency | Digital Signatures | Transitioning to a fully digital, legally compliant signature workflow within the SRS environment. |

Target Outcomes

- Legal Compliance:** Ensuring that all forms meet NDE and federal regulations while protecting the district.
- User Comfort:** Making the system not only easy to use but making it helpful in real-world situations such as data collection, parental meetings, and group presentations.
- Data Confidence:** Moving toward a zero-bug environment where users trust the system implicitly.
- High quality student plans:** Use AI to assist with writing quality student plans.
- Forward-Looking Support:** Transitioning our Helpdesk from "troubleshooting bugs" to forward thinking on advanced features.



Ed Resources Committee Report

PROJECT NAME: Teaching & Learning, Distance Learning, and Communication

PROJECT DIRECTOR: Andrew Easton

REPORT PERIOD: February 2026

COMMITTEE REPORT: CHIEF LEARNING OFFICER

Teaching and Learning Efforts (Organized alphabetically by initiative)

- **Accessibility**
 - The Canvas Consortium team finalized [three asynchronous courses](#) that are housed in the Nebraska Learning Network (NLN)
 - One on [Accessibility Essentials](#), one that is a Google-specific training, and one that is a Microsoft-specific training.
 - Each course has a certificate of completion
 - NCADEMI will be presenting two sessions at the Future Ready Nebraska Conference (6/1-2), one for leadership on how to develop an accessibility roadmap and an additional session on making PDFs accessible.
 - Presented/facilitated a conversation at ESU 6 on accessibility.
 - Will present on accessibility at ESU 5 in March.

- **Artificial Intelligence**
 - Presented a one hour virtual training on AI in education for Creighton Community Schools 3/11
 - Will present on AI in Education at NRCSA
 - [Began amassing resources](#) for the SupportED AI Page
 - Continued supporting a partnership with/between the ESUCC, [Great Minds \(Wit & Wisdom\)](#), and Swivl ([M2](#)) in an effort to develop an AI support for teachers and literacy coaches.
 - [Seeking schools that use Wit & Wisdom materials to partner with for the pilot this spring](#) with the intent of arriving at a deliverable product by the start of the 2026-2027 school year.

- **Behavior Intervention Training & Teacher Support Act (BITS)**
 - BITS reporting is through <https://birt.esucc.org/>
 - **Reporting is due on or before June 30th annually.**

- o Coordinating efforts to create additional resources and instructional content to support schools and BITS facilitators.
 - Two Aims:
 - **#1:** Provide resources to foster consistent statewide tracking of BITS, MANDT, CPI -- any training that meets the requirement.
 - o Work has begun on these pieces
 - **#2:** Create short-form, single-strategy videos as part of a multi-media at-a-glance document that builds upon/reinforces the core content areas of the BITS 101 and 102 trainings (possibly role-specific).
 - o Collaboration on identifying topic and speakers has begun

- **Canvas Consortium**
 - o Coming Soon: Free to Access UDL Courses built with Novak Education
 - o Canvas Spring implementation window is now open
 - **The sign-up deadline is March 31st**
 - [See details in this one-page communication](#)
 - o The Canvas Consortium team finalized [three asynchronous courses](#) that are housed in the Nebraska Learning Network (NLN)
 - One on [Accessibility Essentials](#), one that is a Google-specific training, and one that is a Microsoft-specific training.
 - **Canvas users** can enroll directly from their own school's Canvas dashboard through the NDE Learn button (in global navigation).
 - **Non-Canvas users** can enroll by visiting the [Learning Network](#) and creating a free account.
 - Each course has a certificate of completion

- **Digital Citizenship**
 - o The [Digital Citizenship page](#) of the SupportED site was completed in January and shared with the Rule 84 professional learning workgroup. It is not live yet as we are moving it to another server at this time.

 - o **NE Digital Citizenship Collaborative**
 - Committed to meeting three times a year to provide updates and give feedback on the Digital Citizenship SupportED page
 - Committed to having Kristen Mattson deliver **four statewide webinars in 2026-2027** that would onboard educators to the Edvolve Framework
 - Kristen Mattson will also **keynote the Future Ready Nebraska Conference** and provide an avenue for communicating the SupportED site and the webinars

- Kristen Mattson will also once again host/keynote the ESU **Digital Citizenship Symposium event in October 2026.**
 - Met with Jay Martin and Dorann Avey to discuss aligning Jay's digital safety materials with [The Edvolve Framework](#) and communicate that work through the SupportedED DigCit page.
 - Met with Jane Davis of Hersey Public Schools to invite her and Anna Weber to join the Digital Citizenship Collaborative in an effort to expand the reach of NRCSA's digital citizenship programming while also aligning that work to [The Edvolve Framework](#)
- **Distance Learning, NVIS, and VFT**
 - **New [NVIS Homepage Design](#)**
 - Compare it to [the old NVIS site](#)
 - **DL Promo Video Series**
 - [DL Promo Video](#)
 - [DL Administrator Testimonial](#)
 - [DL Teacher Testimonial](#)
 - [DL Student Testimonial](#)
 - [The Latest in DL Technology](#)
 - Additional communication resources in support of DL
 - [Distance Learning One-Pager for 2025](#) (Updated)
 - [Norms for On-Site Proctors and Special Education Staff](#)
 - **Development of a DL Teacher Support Site + NVIS Updates**
 - Partnered with the [ESU 5 World Language program](#) to develop over two hours of video content from DL teachers on best practices
 - [Access the complete video series via the YouTube playlist here](#)
 - Finalizing a DL Teacher Support page on the NVIS site
 - Aim is to create an Admin Page and a Proctor/Receiving Site Page by the end of the semester
 - **DL Teacher Survey**
 - Developed [this survey](#) to send to DL teachers statewide. Asks for their preferences on modalities for receiving professional learning
 - Awaiting feedback from DL coordinators. The plan is to distribute it in the first week of April.
- **ESUCC Updates**
 - Participated in the Legislative Day in Lincoln (2/24)
 - Developed Materials for the AI in Education Station
 - [AI in Education](#) One-Pager
 - [AI in Education Video Slides](#) for the Station
 - Developed Materials for the Distance Learning Station
 - [Distance Learning](#) One-Pager (now accessible)

- Hosted the third and fourth episodes of [The Nebraska Ed Leadership Live Show](#) - featuring the NDE SEED Team (supported by NCSA)
 - **Episode 1:** [John Skretta, Lincoln Public Schools](#)
 - **Episode 2:** [Keri Homan and Matt Stetson, Crawford Public Schools](#)
 - **Episode 3 (new):** [Jamie Cook, Literacy Officer at NDE](#)
 - **Episode 4 (new):** [Thomas Lee, Principal of Westview High School \(OPS\)](#)

- **Nebraska PowerSchool Cooperative**
 - Due to a staffing change at ESU 10, PowerSchool support for its districts is transitioning into a collaborative partnership with the ESUCC's Nebraska PowerSchool Cooperative
 - [Here's the one-pager with more details](#)

- **PDO Planning**
 - Access this [ESUPO Event Card](#) for an at-a-glance look at the ESUPO Structure for 2026-2027
 - Sent out [the Call for Proposals for breakout sessions at May PDO](#)
 - Sent out the [Generating Statewide Deliverables Request Form](#)
 - Created and distributed [this video detailing the GSD Time](#)
 - **GSD Time Requests for September ESUPO are due by close of day Friday, April 17th**
 - Finalized [language for the Affiliate Member Directory](#) that will filter by things like ESU, affiliate group, area of specialization, cadre(s), etc.

- **SUPPORTED Site: A Rule 84 Professional Learning Collaboration**
 - Collaborated with NDE on moving the [SupportedED site](#) to Unanimous servers where they will host the site and get it operational by 6/1/26
 - Held initial meeting with Unanimous on site fixes for SupportedED
 - Reached out to national AI experts in an effort to receive links and other resources for an AI SupportedED page
 - Ongoing conversations with the NDE SEED Team on the possibility of a leadership learning page on the SupportedED site

- **Textbook Loan Program**
 - Textbook Loan requests from nonpublic schools for 2026-2027 are finalized and the ESUCC has begun the ordering process.

CEO Report to the Board

March 2026

Mar 17, 2026 Committees

Mar 18, 2026 Board

| New Business | | | |
|--------------------------|-------------------------|-----------------------|--|
| <input type="checkbox"/> | Executive ▾ | Board Member Mileage | Mileage Reimbursement for ESUCC Board Meetings |
| <input type="checkbox"/> | Executive ▾ | | |
| <input type="checkbox"/> | Educational Resour... ▾ | Marshall Memo Update | <p>There are currently 404 email addresses on the Marshall Memo listserv. Project Secretary, Erin Bussen, sent out an email to the listserv requesting a response to let her know if they read the Marshall Memo. As of March 4, 2026, only 161 people responded and out of that number, 158 said they read the memo.</p> <p>The Marshall Memo was approved in the TLT Budget (\$750). The Marshall Memo has been paid for until December 2026.</p> |
| <input type="checkbox"/> | Educational Resour... ▾ | LETRS Project Update | <ul style="list-style-type: none"> ● Vol 1 Training Dates: May 26-29, 2026 ● Vol 2 Training Dates: Sept 29-Oct 2, 2026 ● Continue after 2026-2027? |
| <input type="checkbox"/> | Educational Resour... ▾ | 2026-2027 MSA | What should we do with Sora? Highlighted on the MSA under III (8) . |
| <input type="checkbox"/> | Legal ▾ and Full Board | ESUCC Legislative Day | <p>Recap and recommendations</p> <p><u>Considerations for Next Year:</u></p> <ul style="list-style-type: none"> ● Continue with the Table Topics ● 1-Pagers need to have fewer words. ● Before the event day, when people sign up and the 1-pager is created, Dr. Polk will have a half hour zoom with each table topic to discuss talking points and expectations. ● Hot breakfast catered for the morning. <ul style="list-style-type: none"> ○ No lunch ○ No soda ○ Cookies, yes ● After breakfast, do a briefing for those who are there to prepare them to go to the Capitol and pull Senators: <ul style="list-style-type: none"> ○ Dr. Polk will assign Administrators to the Senators they will be pulling out. While the Administrators are there, give the folders |

| | | | |
|--------------------------|-------------------------------------|---|--|
| | | | <p>to the Senators who did not pick up the folder in the morning.</p> <ul style="list-style-type: none"> ○ Include bills to speak about ○ Talking points ○ Who is going to help the Administrators pull Senators, i.e. Dr. Polk, Jason Bromm, Curt Bromm, Payton ● Have Andrew Easton and the podcast set up in the foyer entry to the conference room <ul style="list-style-type: none"> ○ Send questions or topics to the Senators ahead of time. ○ Video will have to be approved by the Senator's office before publishing ● End the day at Noon instead of 2pm. |
| <input type="checkbox"/> | Legal and Full Board | Governor Student Leaders Across the State Event | October 26, 2026 at ESU 3. |
| <input type="checkbox"/> | Information Services | DL courses that are received in a different ESU | <p>How to do Canvas? Is there a seat cost?</p> <p>Canvas seat cost for 2026-2027: \$5.40/seat Estimate for 100 people: \$540</p> |
| <input type="checkbox"/> | Information Services and Full Board | NCNE Expenses | <p>The below ESUs were invoiced for NCNE Salaries, January - April 2025 for <u>\$17,314.17</u>. Please submit invoices to ESUCC for that amount and have it read: "Technology Support for Cybersecurity: NCNE Salaries, January - April 2025".</p> <ul style="list-style-type: none"> ● ESU 1 ● ESU 2 ● ESU 3 ● ESU 7 ● ESU 8 ● ESU 10 ● ESU 13 ● ESU 15 ● ESU 16 ● ESU 17 |
| <input type="checkbox"/> | FULL BOARD | SORA Report (Standing Item) | <p>ESU SORA usage:</p> <ul style="list-style-type: none"> ● MSA "up to \$600" <ul style="list-style-type: none"> ○ \$346.15 (to participating ESUs) ● 7.1.2025-7.31.2025 ● 8.1.2025-8.31.2025 ● 9.1.2025-9.30.2025 ● 10.1.2025-10.31.2025 ● 11.1.2025-11.30.2025 ● 12.1.2025-12.31.2025 ● 1.1.2026-1.31.2026 |

| | | | |
|-------------------------------------|----------------------|----------------------------------|---|
| | | | <ul style="list-style-type: none"> • 2.1.2026-2.28.2026 |
| <input type="checkbox"/> | FULL BOARD ▾ | Quarterly Professional Training | <p>2025-2026 Topics:</p> <ul style="list-style-type: none"> • <u>First Quarter</u> - Intellectual Property and Technology issues (copyrights, work-for-hire doctrine, FERPA, technology contracts, etc) • <u>Second Quarter</u> - Navigating Legal Challenges for ESU Boards: Open Meetings, Public Records, and Beyond • <u>Third Quarter</u> - Personnel issues (evaluations, documenting concerns, FLSA exemptions, contracts, and the like) <p>Continue in 2026-2027? If so, what topics?</p> |
| <input type="checkbox"/> | FULL BOARD ▾ | TeamMates READ Expenses for ESUs | <ul style="list-style-type: none"> • ESU 1 - \$11,983 • ESU 2 - \$9,986 • ESU 3 - \$25,386 • ESU 4 - \$4,257 • ESU 5 - \$4,835 • ESU 6 - \$11,195 • ESU 7 - \$7,437 • ESU 8 - \$10,249 • ESU 9 - \$6,806 • ESU 10 - \$12,851 • ESU 11 - \$10,433 • ESU 13 - \$6,438 • ESU 15 - \$4,467 • ESU 16 - \$6,649 • ESU 17 - \$1,840 • ESU 18 - \$27,672 • ESU 19 - \$7,516 |
| <input type="checkbox"/> | FULL BOARD ▾ | | |
| <input type="checkbox"/> | FULL BOARD ▾ | | |
| New Since Committee Meetings | | | |
| <input type="checkbox"/> | | | |
| Old Business | | | |
| <input type="checkbox"/> | Select a Committee ▾ | | |



ESUCC
Educational Resources Committee Meeting
Tuesday, March 17, 2026, 12:30 PM
ESU 10 plus Zoom, 76 Plaza Blvd, Kearney, NE 68845

Attendance Taken at 12:30 AM.

Dr. Brenda McNiff (ESU 05): Present
Marci Ostmeyer (ESU 07): Present
Dr. Laura Barrett (ESU 13): Present
Geraldine Erickson (ESU 17): Present
Dr. Kanyon Chism (ESU 19): Present

1. Call to Order

This is a committee of the Educational Service Unit Coordinating Council. The chairperson or designee will call the committee meeting to order. Per Policy 1008, "Committees shall not have legislative or administrative functions, except as specifically authorized by the Board. All matters except those of routine or emergency nature may be referred to a committee before action by the Board...Summaries of all committee meetings shall be reported to the Board for its information, recording and possible action, as directed by the Board." No formal action will be taken in committee meetings, although recommendations for such action may be made by the committee to the Board.

The Educational Resources Committee Meeting was called to order at 12:29pm.

1.1. Roll Call

2. ESU Professional Development Organization (PDO) and Affiliate Reports

2.1. ESU Special Education Director (ESPD) Affiliate Report

Joe Haney, ESPD Recorder, attended the meeting. There is no ESPD report.

2.2. Teaching and Learning with Technology (TLT) Affiliate
Jaci Palmer, TLT Co-Chair, reviewed the linked 2025 Ed Resources Meeting Share-Outs document.

2.3. Staff Development Affiliate (SDA) Report
Brooke Kavan, SDA Co-Chair, reviewed the linked SDA Report 25-26 document.

3. Nebraska Department of Education (NDE) Updates

Nebraska Department of Education Updates from:

- Dr. Shirley Vargas - NDE School Transformation Officer & Office Administrator
- Amy Rhone - NDE Office of Special Education Administrator/State Director
- Allyson DenBeste - NDE Academic Officer & Office Administrator
- Jamie Cook - NDE Literacy Officer

Dr. Shirley Vargas, NDE School Transformation Officer & Office Administrator, and Jamie Cook, NDE Literacy Officer, reviewed the linked ESUCC Ed Resources Committee: NDE Updates 2025-26 document.

Dr. Kanyon Chism, ESU 19 Administrator, asked questions regarding the DIBELS information in the linked document. The RLCs are not required to be trained on DIBELS, although they would like to be trained on it.

4. Chief Executive Officer (CEO) Report
CEO Report to the Board - March 2026
ESUCC CEO Dr. Larianne Polk, reviewed the attached CEO Report to the Board - March 2026 document.

There was discussion suggesting if Sora is not widely used, it should not be continued. ESUCC CEO Dr. Polk will get additional information regarding Sora prior to removing the option from the MSA.

4.1. Tech Support (SRS and Project Para) Update

- SRS
- Project Para

The SRS report will be provided in agenda item 4.2.

4.2. SRS Improvement Strategy Update
ESUCC Assistant Tech Director, Todd Hatcher, will provide a SRS Improvement Strategy

Update.

ESUCC Assistant Tech Director, Todd Hatcher, reviewed the attached SRS Modernization and AI Roadmap document. There was discussion and questions around the document shared.

4.3. Distance Learning, Training Support, and Instructional Materials

- Distance Learning NVIS
- Behavior Intervention Training (BITS)
- Canvas
- Threat Assessment Update
- Non-Public Textbook Loans

Andrew Easton, ESUCC CLO, reviewed the attached Teaching & Learning ESUCC Ed Resources Committee Report-3.12.2026 document.

4.4. SMART

ESUCC CEO Dr. Polk will provide an update on SMART at the ESUCC Board Meeting due to time limitations.

5. Next Meeting Agenda Items

6. Adjournment

The Educational Resources Committee Meeting adjourned at 1:46pm.

Minutes respectfully submitted by Executive Secretary to the CEO, Mindy Reed.

Coop Directors report to ESUCC Board
submitted by: Craig Peterson

1. Coop Summary

- a. Total Number of Contracts 150 (2025-2026)
- b. Total Number of Vendors 134 (2025-2026)
- c. Member Accounts enabled in ESUCC Marketplace (these are single district or agency accounts with multiple shipping addresses or buildings) – 438, down from 439 last year (due to consolidations).
 - i. Cities – 2025-2026 10 (2024-2025 9)
 - ii. Counties – 2
 - iii. Higher Ed – 8
 - iv. State Agencies – 7 (Public Health Departments)
 - v. Private Schools (disclaimer, many Private schools are listed under an ESU with the publics so this number should be higher) – 40
 - vi. Public/Private Schools listed under an ESU – 2025-2026 369 (2024-2025 371)
- d. Purchasing members – 408 (2024-2025) compared to 411 (2023-24)
- e. Food Program Participants – 165 (2025-2026) compared to 147 (2024-25)

Sales/Revenue/Savings (03/04/2026)

| | 2022-23 | 2023-24 | 2024-2025 | 2025-2026 Partial year |
|----------------------------------|-----------------|-----------------|-----------------|---------------------------|
| Sales | \$28,863,734.69 | \$26,202,146.01 | \$25,291,922.98 | \$14,064,702.22 |
| Revenue expected/received | \$649,836 | \$572,784.19 | \$554,887.71 | \$280,698.42/\$244,811.92 |
| Savings | \$7,875,838.03 | \$8,221,418.21 | \$8,477,945.64 | \$5,373,861.03 |
| Total Savings % | 27.29% | 31.38% | 33.52% | 38.21% |

YTD Last Fully Reported Quarter

| Q4 2024 | Q4 2025 | Change | % Change |
|----------------|----------------|---------------|-----------------|
| \$5,915,068.39 | \$5,240,218.20 | -\$674,850.19 | 11.40% Decrease |

By Program (2025-2026 Q4, fully reported)

- AEPA** – is down \$1,302,598.63 in Q4
- Special Buys** – is up \$322,263.66 in Q4
- Prime Vendor** – is up \$305,484.78 in Q4
- Food Vendor Sysco**– was up \$835,704.52

| South Dakota Schools | Sales | Savings |
|--------------------------------|--------------------|--------------------|
| St. Francis Indian School | \$28,861.24 | \$9,620.41 |
| White River School District 47 | \$21,725.05 | \$7,241.69 |
| Total | \$50,586.29 | \$16,862.10 |

Custodial - HD Supply is now being reported as a Special Buy

Annual Buy – no reported Annual Buy sales in Q4

All Programs combined – was down \$722,467.47 for Q4 over the 2024-2025 school year.

ESUCC Marketplace Metrics last 30 days (03/04/2026)

- New Users 238 – up 198%
- Users' w/ Login 1228 – up 1,328%
- User's w/ Order 83 – up 38%
- Orders 151 – up 78%
- Marketplace Spend \$94,131.57– up 109%
- Items Replaced 28 –367%
- Savings Achieved with Replacements - \$607.39 up 389%
- Spend By Month (Last 12 Months)
 - April, 2025 - \$1,889,803.79
 - May, 2025 - \$264,441.05
 - June, 2025 - \$202,293.09
 - July, 2025 - \$101,188.79
 - August, 2025 - \$45,729.56
 - September, 2025 - \$28,860.13
 - October, 2025 - \$170,778.05
 - November 2025 - \$15,404.29
 - December, 2025 - \$29,610.31
 - January 2026 - \$43,217.30
 - February 2026 - \$80,087.12
 - March 2026 - \$17,224.07 (03/04/2026)
- Total Sales through ESUCC Marketplace January 1 – December 31
 - 2026 - \$140,028.49
 - 2025 - \$4,261,275.26
 - 2024 - \$4,455,077.32
 - 2023 - \$4,678,475.72
 - 2022 - \$4,833,639.06
 - 2021 - \$4,225,591.97
 - 2020 - \$4,989,205.11
 - 2019 - \$4,470,323.01
 - 2018 - \$4,449,044.40
 - 2017 - \$3,863,795.56
 - 2016 - \$4,070,589.58
 - 2015 - \$28,155.70

2. Interlocal Agreements for Approval (Non-Consent Agenda item)

- a. City of Gering

3. Coop Contracts for Approval

- a. **Special Buy Contracts/Addendums/Extensions**
 - i. Approve Addendum with Imagine Learning
 - ii. Approve MSA with Zoom

ESU 16 has requested that ESUCC assume coordination of the statewide Zoom purchase for K-12, Higher Education, and various municipalities. To facilitate this, ESUCC will enter into a Master Service Agreement (MSA) with Zoom.

The transition will follow a "flow-through" billing model based on last year's quantities and pricing. To mitigate risk, all participating entities must sign an MSA with ESUCC before the primary agreement with Zoom is finalized. Participation is contingent upon agencies maintaining their previous licensing levels. Additionally, Interlocal Agreements will be required for all Higher Ed and municipal partners.

Future renewals may continue under this model, or ESUCC may explore becoming a certified reseller or utilizing an existing ESUCC Cooperative contract.

4. 2025-2026 Coop Goal

- a. **2025-2026 Goal:** Optimize Annual Buy Catalog for Member Value and Competitive Advantage
 - i. To date the following tasks have been completed and our Goal has been met
 - A Report of 4 Year Sales history was created and then merged with current line items in the bid to see where gaps appear, identifying items that we haven't received bids on or where we have no reported sales in 4 years.
 - Goal was met on September 18 prior to the publishing of bids on October 1.
 - The following number of items have been identified and:
 - a. 2,773 lines for the 2026 Annual Buy were evaluated
 - b. 360 items removed from the bid for not having any sales history in the last 4 years.
 - c. 113 items Kept Item in Catalog
 - d. 47 Recent New Item – Kept
 - e. 247 items we have Updated the specifications for the following reasons:
 - i. Item was previously listed as an ONLY, meaning we would only accept a specific Manufacturer Model number. Specification changed to an Equivalent thus opening up the possibility of another manufacturer's model number could be bid.

- ii. Added additional equivalent manufacturers to encourage others to bid. Sometimes if a vendor sees it listed in the specification they will bid, otherwise they overlook it.
- f. 2 items moved to another bid section to align with vendors that would bid these items

b. Secondary Goal: Compare Annual Buy prices with marketplace competitors to measure relative savings.

- i. The data confirms that the Annual Buy Program is delivering exceptional value. By utilizing this program rather than standard year-round procurement channels, school districts are seeing an average 103% difference in markup.
- ii. 426 items have been analyzed; districts are avoiding costs that would have more than doubled their expenditures had they sourced outside of the Annual Buy. These savings allow for:
 - Budget Reallocation: Redirecting funds back into classroom resources and student services.
 - Increased Purchasing Power: Enabling districts to acquire a higher volume of necessary supplies within existing budget constraints.
 - Price Stability: Protecting district budgets from the volatility of the open market.

5. Annual/Paper Buy

- a. **Definition of the Annual Buy:** This is a line item bid where vendors are awarded by line item. If there is a tie for the bid price then a Nebraska vendor wins over an out of state vendor, otherwise it goes to a coin flip. Bids are sent to registered vendors nation-wide in October. Bid Awards announced in December and January, catalogs with over 4,200 items are published and distributed to schools/members in February. The orders are then aggregated by address (all teacher/staff orders for items are aggregated into one line item per address) and sent to vendors in March and April and merchandise is delivered to the Cooperative members during May through July. The product categories offered are as follows: Electronics and Related Supplies, General Supplies, Furniture, Copier Paper, Maintenance-Shop Supplies, Health & Safety Supplies, Athletic Equipment & Supplies, Hot Lunch Equipment & Supplies, Science Equipment & Supplies, and Art Equipment & Supplies.
- a. **2026 Annual Buy Timeline - Shareable List for Schools**
 - i. **Paper Buy Catalog Opened - February 2, 2026**
 - ii. **Annual Buy Catalog Opened - February 19, 2026**
 - iii. **Paper Buy Order Deadline Schools/Members – March 6, 2026**
 - iv. **Annual Buy Teacher/Staff deadline – April 13, 2026**
 - v. **Delivery Deadline for 400 Paper - June 15, 2026**
 - vi. **Delivery Deadline Annual Buy Items - July 24, 2026**

b. Annual Buy Information and Events

- i. Paper and Annual Buy catalogs are both open for ordering
 1. Current requisition totals compared to last year at this time (Includes requisitions Approved, Pending Approval and Created). Requisitions in Pending Approval or Created status may not be converted to an order but we will follow up on these closer to the deadlines.
 2. 03/04/2026 Paper By \$795,495.48 compared to \$866,215.63 last year, down \$71,000.
 3. It is too early to calculate Annual Buy numbers
 4. All of these numbers typically change drastically in the last week and even in the last 2-3 days leading up to the deadlines

6. **Definition of AEPA:** The Association of Educational Purchasing Agencies (AEPA) is a group of Educational Service Agencies/political subdivisions organized through a Memorandum of Understanding between all participating states for the purpose of securing combined volume purchasing contracts based on potential sales by qualifying customers in participating states. Of the many advantages to this unique purchasing group, are the combined human resources representing purchasing/bidding expertise, current and past vendor relationships, past experience and overall vision with regard to the needs of the qualified customers within each represented state. Nebraska is a founding member of AEPA, which started with ten states in 2000 and now has grown to 31 states. AEPA is a voluntary run organization and asks for volunteers from the membership to complete work in Bid Oversight, Administrative Committees, Marketing, Website management, Reporting and other areas as required.

a. Spring AEPA Meeting April 27-29, Omaha

i. Monday April 27

- 8:00 AM – 4:30 PM General Meeting + 1:1 Roundtables

ii. Tuesday April 28

- 8:00 AM – 4:00 PM General Meeting + Keynote + Sessions
- 5:00 PM Reception
- 6:00 PM Dinner + MVP Awards

iii. Wednesday April 29

- 8:00 AM – 4:30 PM Roundtable Discussions + Lightning Talks

iv. This Spring 2026 format allows AEPA to:

- Provide intentional 1:1 engagement with vendors at the highest current sales level
- Include all vendors for a full day of sessions and connection
- Create a Wednesday experience that is specifically designed to support vendors who are new, growing, or currently seeing limited/no sales activity

b. Future AEPA Meetings

- Annual Meeting Omaha, NE April 27-29, 2026
- Regular Meeting Louisville, KY November 10-12, 2026
- Annual Meeting San Antonio, TX April 26-28, 2027
- Regular Meeting Phoenix, AZ November 9-11, 2027

- c. [AEPA Webinar Series Playlist](#) – The AEPA organization conducts monthly webinars featuring a vendor partner to showcase their specific offerings available through the AEPA solicitation. A comprehensive archive of all recorded webinars is compiled in this list. They include the following vendors.
 - i. Brightly - [Optimizing Operations: Asset Management Tools for Schools & Agencies](#)
 - ii. Mackin – [Designing Engaging Learning Experiences](#)
 - iii. Resolute Guard - [Safeguarding Our Communities: Enterprise-Grade Cybersecurity for Public Entities](#)
 - iv. CDW-G - [Understanding the Device Lifecycle](#)
 - v. Best Plumbing - [Stockroom Organization with Best Plumbing](#)
 - vi. Busch Systems - [Sustainable Solutions: Waste Reduction and Diversion with Busch Systems](#)
 - vii. School Specialty - [Considerations for School Safety in Today’s Environment](#)
 - viii. Flinn Scientific - [Science Laboratory Safety](#)
 - ix. FieldTurf - [EasyChange: The Latest Game-Changer for Baseball & Softball](#)
 - x. Kajeet - [Emergency Preparedness: Are You Ready for the Unexpected?](#)
 - xi. Blink - [Powering the Future: Understanding EV Charging Solutions](#)
 - xii. Hellas Construction – [The History of Turf: Generations of Innovation and Play](#)

7. Marketing

- a. 22 Campaigns have been sent/scheduled since the last meeting –Please share the list with your Superintendents and other appropriate groups.
 - i. [Paper Buy 2026 Send#2](#) – 40.9% open rate
 - ii. [SchoolsPLP - 2026 February - How is it different than what I currently use?](#) – 37% open rate
 - iii. [CDWG - Omaha Classroom Technology Showcase](#) – 39.7% open rate
 - iv. [Demco -2026 February - Bean Bags and Floor Cushions!](#) – 27.4% open rate
 - v. [AEPA Webinar Series 02/18/2026 Hubert - Institutional Kitchen Equipment](#) – 40.1% open rate
 - vi. [Capstone - Spring 2026 Catalog – Promotions](#) – 42.3% open rate
 - vii. [Bluum - Make Mid-Year Purchasing Easy with AEPA +Bluum](#) – 42.2% open rate
 - viii. [Busch Systems - Strategies to Improve Waste Diversion Rates](#) – 41.4% open rate
 - ix. [2026 ESUCC Annual Buy - Catalog Open](#) – 48.3% open rate
 - x. [Mackin - February 2026 - Monthly Digital Digest](#) – 38.7% open rate
 - xi. [Best Plumbing - February 2026 New Items](#) – 48.4% open rate
 - xii. [Quill - 2026 February- Furniture-Health & Wellness](#) – 38.2% open rate
 - xiii. [Paper Buy 2026 Send#4](#) – 40.3% open rate
 - xiv. [Midwest Technology - Metalworking Project Kit](#) – 39.9% open rate
 - xv. [Swank Motion Pictures - Movie Licensing/Public Performance/K12 Streaming Renewal](#) – 43.2% open rate
 - xvi. [Hillyard - Your Cleaning Resource](#) – 43.7% open rate
 - xvii. [Webinar March 10 - A Proven Solution Supporting Dyslexia & Reading Challenges](#) – 39.7% open rate
 - xviii. [Deadline Approaching - Paper Buy 2026](#) – 38.7% open rate

- xix. [2026 Annual Subscription Renewal Window](#) – 42.8% open rate
 - xx. [What is SchoolsPLP & How is it different than what I currently use?](#) – 32.2% open rate
 - xxi. [FINAL Last Call - Paper Buy 2026](#) – Scheduled
 - xxii. [Capstone - PebbleGo Package Options](#) – Scheduled
- b. If users have previously unsubscribed from receiving these emails, then they can re-subscribe or have other staff subscribe by visiting the following link <http://eepurl.com/gTsUCv>, choose the District-Building Contacts to receive Cooperative Purchasing emails about order deadlines and vendor announcements. After submitting your subscription request, check your email, you may receive email from MailChimp requiring you to confirm this submission.

8. Additional Information & Meetings

- i. **Communications with the following vendors/organizations since last board meeting:** ParentSquare, Waverly Pubic Schools, AEPA Website monthly call, CDW-G, Gretna Public Schools, Syracuse Middle/High School, HD Supply, School Specialty, Imagine Learning, ESU 16 & Zoom (Mark Manners),
- ii. **Conferences/Webinars/Trainings:**

CEO Report to the Board

March 2026

Mar 17, 2026 Committees

Mar 18, 2026 Board

| New Business | | | |
|--------------------------|-------------------------|-----------------------|--|
| <input type="checkbox"/> | Executive ▾ | Board Member Mileage | Mileage Reimbursement for ESUCC Board Meetings |
| <input type="checkbox"/> | Executive ▾ | | |
| <input type="checkbox"/> | Educational Resour... ▾ | Marshall Memo Update | <p>There are currently 404 email addresses on the Marshall Memo listserv. Project Secretary, Erin Bussen, sent out an email to the listserv requesting a response to let her know if they read the Marshall Memo. As of March 4, 2026, only 161 people responded and out of that number, 158 said they read the memo.</p> <p>The Marshall Memo was approved in the TLT Budget (\$750). The Marshall Memo has been paid for until December 2026.</p> |
| <input type="checkbox"/> | Educational Resour... ▾ | LETRS Project Update | <ul style="list-style-type: none"> ● Vol 1 Training Dates: May 26-29, 2026 ● Vol 2 Training Dates: Sept 29-Oct 2, 2026 ● Continue after 2026-2027? |
| <input type="checkbox"/> | Educational Resour... ▾ | 2026-2027 MSA | What should we do with Sora? Highlighted on the MSA under III (8) . |
| <input type="checkbox"/> | Legal ▾ and Full Board | ESUCC Legislative Day | <p>Recap and recommendations</p> <p><u>Considerations for Next Year:</u></p> <ul style="list-style-type: none"> ● Continue with the Table Topics ● 1-Pagers need to have fewer words. ● Before the event day, when people sign up and the 1-pager is created, Dr. Polk will have a half hour zoom with each table topic to discuss talking points and expectations. ● Hot breakfast catered for the morning. <ul style="list-style-type: none"> ○ No lunch ○ No soda ○ Cookies, yes ● After breakfast, do a briefing for those who are there to prepare them to go to the Capitol and pull Senators: <ul style="list-style-type: none"> ○ Dr. Polk will assign Administrators to the Senators they will be pulling out. While the Administrators are there, give the folders |

| | | | |
|--------------------------|--|---|--|
| | | | <p>to the Senators who did not pick up the folder in the morning.</p> <ul style="list-style-type: none"> ○ Include bills to speak about ○ Talking points ○ Who is going to help the Administrators pull Senators, i.e. Dr. Polk, Jason Bromm, Curt Bromm, Payton ● Have Andrew Easton and the podcast set up in the foyer entry to the conference room <ul style="list-style-type: none"> ○ Send questions or topics to the Senators ahead of time. ○ Video will have to be approved by the Senator's office before publishing ● End the day at Noon instead of 2pm. |
| <input type="checkbox"/> | Legal and Full Board | Governor Student Leaders Across the State Event | October 26, 2026 at ESU 3. |
| <input type="checkbox"/> | Information Services | DL courses that are received in a different ESU | <p>How to do Canvas? Is there a seat cost?</p> <p>Canvas seat cost for 2026-2027: \$5.40/seat Estimate for 100 people: \$540</p> |
| <input type="checkbox"/> | Information Services and Full Board | NCNE Expenses | <p>The below ESUs were invoiced for NCNE Salaries, January - April 2025 for <u>\$17,314.17</u>. Please submit invoices to ESUCC for that amount and have it read: "Technology Support for Cybersecurity: NCNE Salaries, January - April 2025".</p> <ul style="list-style-type: none"> ● ESU 1 ● ESU 2 ● ESU 3 ● ESU 7 ● ESU 8 ● ESU 10 ● ESU 13 ● ESU 15 ● ESU 16 ● ESU 17 |
| <input type="checkbox"/> | FULL BOARD | SORA Report (Standing Item) | <p>ESU SORA usage:</p> <ul style="list-style-type: none"> ● MSA "up to \$600" <ul style="list-style-type: none"> ○ \$346.15 (to participating ESUs) ● 7.1.2025-7.31.2025 ● 8.1.2025-8.31.2025 ● 9.1.2025-9.30.2025 ● 10.1.2025-10.31.2025 ● 11.1.2025-11.30.2025 ● 12.1.2025-12.31.2025 ● 1.1.2026-1.31.2026 |

| | | | |
|-------------------------------------|----------------------|----------------------------------|---|
| | | | <ul style="list-style-type: none"> • 2.1.2026-2.28.2026 |
| <input type="checkbox"/> | FULL BOARD ▾ | Quarterly Professional Training | <p>2025-2026 Topics:</p> <ul style="list-style-type: none"> • <u>First Quarter</u> - Intellectual Property and Technology issues (copyrights, work-for-hire doctrine, FERPA, technology contracts, etc) • <u>Second Quarter</u> - Navigating Legal Challenges for ESU Boards: Open Meetings, Public Records, and Beyond • <u>Third Quarter</u> - Personnel issues (evaluations, documenting concerns, FLSA exemptions, contracts, and the like) <p>Continue in 2026-2027? If so, what topics?</p> |
| <input type="checkbox"/> | FULL BOARD ▾ | TeamMates READ Expenses for ESUs | <ul style="list-style-type: none"> • ESU 1 - \$11,983 • ESU 2 - \$9,986 • ESU 3 - \$25,386 • ESU 4 - \$4,257 • ESU 5 - \$4,835 • ESU 6 - \$11,195 • ESU 7 - \$7,437 • ESU 8 - \$10,249 • ESU 9 - \$6,806 • ESU 10 - \$12,851 • ESU 11 - \$10,433 • ESU 13 - \$6,438 • ESU 15 - \$4,467 • ESU 16 - \$6,649 • ESU 17 - \$1,840 • ESU 18 - \$27,672 • ESU 19 - \$7,516 |
| <input type="checkbox"/> | FULL BOARD ▾ | | |
| <input type="checkbox"/> | FULL BOARD ▾ | | |
| New Since Committee Meetings | | | |
| <input type="checkbox"/> | | | |
| Old Business | | | |
| <input type="checkbox"/> | Select a Committee ▾ | | |



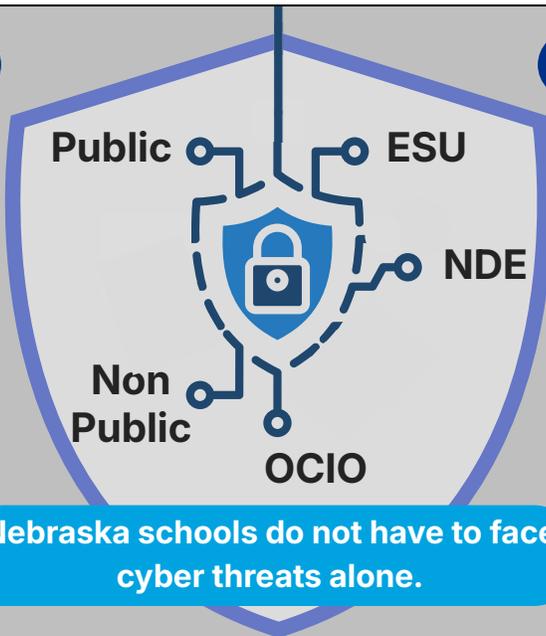
K-12 Cybersecurity LB 599 AM 2509

The cyber threat to Nebraska schools is real and immediate. LB 599 AM2509 gives districts the coordinated support needed to prevent attacks and reduce harm, while preserving local control through voluntary participation.

Preventing ONE ransomware incident offsets the resources for LB599/AM2509.

The Work - 599/2509

- Establish Framework / Policies
- Measure Security Levels
- Collect Incident Data
- Organize Response Efforts
- Coordinate Group Purchases
- Prevention Training
- Deploy Products/Services
- Keeps insurance rates down!!**



Nebraska schools do not have to face cyber threats alone.

The Threat



FortiGuard labs, 2024

WITHOUT COORDINATION

\$5-12 Million
In Cyber Attacks

- Duplicative spending for 240+ districts
- Higher Cyber insurance premiums
- Higher purchase price for tools

WITH COORDINATION

40% less 
paid to attackers

The cost of prevention is lower than the cost of recovery.

- Reduced duplication of tools and services
- Shared expertise
- Bulk purchase discounts
- Statewide training and support

*National Data



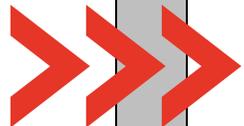
K-12 Cybersecurity LB 599 AM 2509

Why Now?



Schools are **already** under attack, and the cost of waiting is too high.

- **Phishing**
- **Financial Fraud**
- **Ransomware**
- **Data Breaches**



- Online instruction **vulnerable**
- Online building security **defenseless**
- Instructional time **lost**
- Student, parent, and staff financial information **exposed**
- Students exposed to **exploitation**
- Student health and education records **unlocked**
- Tax dollars pulled **away** from students and classrooms

Impact on Schools

\$50,000 → **> \$1,000,000**
Cost Per Incident

\$548,185
Operational downtime cost per day

\$7,000,000,000 +
Ransomware + downtime costs

National - PowerSchool Cybersecurity Cost Guide and Comparitech

Every cyber attack avoided is local property tax \$\$ saved!

Damage to Nebraska, reported 2025

Broken Bow

\$1,800,000
Ransomed

\$700,000
Recovered



Kearney

Special education student names, addresses, disabilities, medicaid IDs

District's network, phones & computers disrupted for about one week

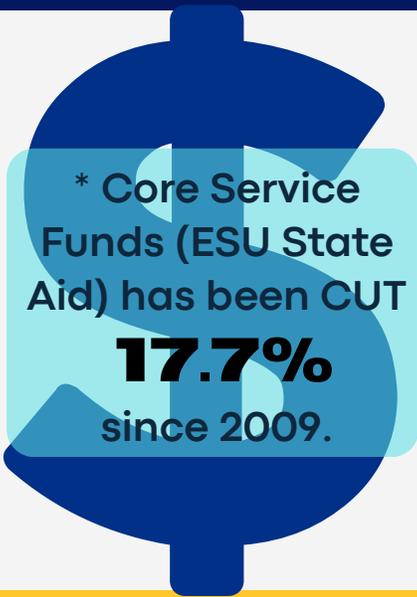
Staff SSNs, driver's licenses, bank/routing information

Cost not reported



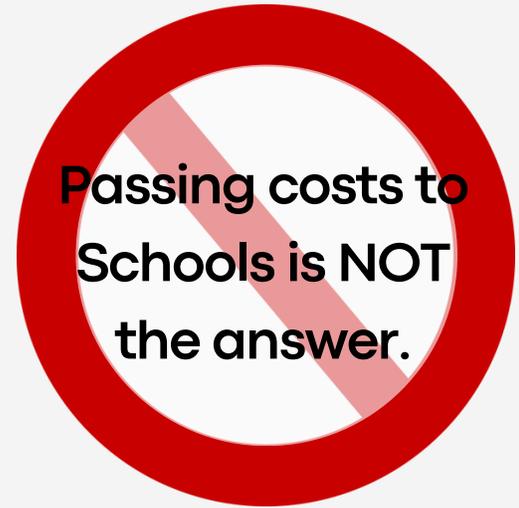
LB 1219

What does a property tax lid do to ESUs?



Reduce or Eliminate

- Cybersecurity
- Data Privacy
- Suicide Prevention Support
- Mental Health Support
- STEM Maker Space Labs
- Robotics
- Science Olympiad
- Quiz Bowl
- Non-Public School Support



2023-2026
LB 1219 Calculated
Lost Revenue

\$7,498,838



Estimated
2027-2031
Lost Revenue

\$16,248,590



The caps in LB 1219, coupled with the cuts to ESU Core Service Funds (state aid) would devastate the work the ESUs do for the Legislature.

Services ESUs Provide are Required by Legislature

- Staff Development Support
- Curriculum and Instructional Materials Support
- Technology Support



LB 1219

ESU would CUT or ELIMINATE essential services...

Student Services at Risk

Services such as audiology, birth to 5 services coordination, technology support, special education, and life skills programming could be reduced if there is no funding for those.

Staffing at Risk

Because most district spending is tied to personnel, costs above the cap would likely force staffing reductions.

Literacy Support Reduced

Positions in professional development tied to literacy implementation would likely be reduced to only that which is required, even as state expectations and school needs continue to grow.

Mental Health Services Shifted to Schools

Mental health services would likely move to a fee-based model or be reduced, placing added pressure on districts without reducing overall need. Services such as counseling, behavioral support, and crisis response for students and families in rural communities.

Implementation Reduced

Intentional move away from hands-on implementation support and become more of an information-sharing organization, leaving schools with less direct help.

District Services Reduced or Shifted Locally

Services to districts would likely decline, or districts would need to absorb substantial new costs to maintain current support levels.

Cybersecurity & Technology Impacted

Support for cybersecurity, internet, and filtering would weaken as equipment replacement is delayed and resources tighten.

Safety & Security Delayed

Building safety and security improvements would likely be postponed, increasing risk for students and staff.

Wages & Benefits Under Pressure

LB 1219 would make it much harder for ESUs to provide competitive wage increases. As insurance and other employment costs rise faster than 2%, employees would likely see smaller raises or higher benefit costs.

LB 1219
Undermines ESU Efficiency
ESUs were created to help districts save money through shared services. Limiting levy authority weakens that model and shifts costs back to schools.

ESU Work is the Legislature's Direction

 Who will do the work if ESUs do not?



ESUCC
Legal Committee Meeting
Tuesday, March 17, 2026, 2:00 PM
ESU 10 plus Zoom, 76 Plaza Blvd, Kearney, NE 68845

Attendance Taken at 2:01 PM.

| | |
|--------------------------------|---------|
| Dr. Bill Heimann (ESU 01): | Present |
| Dr. Dan Schnoes (NE) (ESU 03): | Absent |
| Drew Harris (ESU 09): | Present |
| Dr. Melissa Wheelock (ESU 10): | Present |
| John Poppert (ESU 11): | Present |
| Phillip Picquet (ESU 15): | Absent |
| Dr. Takako Olson (ESU 18): | Absent |

Attendance Update Taken at 2:07 PM.

| | |
|----------------------------|---------|
| Dr. Takako Olson (ESU 18): | Present |
|----------------------------|---------|

1. Call to Order

This is a committee of the Educational Service Unit Coordinating Council. The chairperson or designee will call the committee meeting to order. Per Policy 1008, "Committees shall not have legislative or administrative functions, except as specifically authorized by the Board. All matters except those of routine or emergency nature may be referred to a committee before action by the Board...Summaries of all committee meetings shall be reported to the Board for its information, recording and possible action, as directed by the Board." No formal action will be taken in committee meetings, although recommendations for such action may be made by the committee to the Board.

The Legal Committee meeting was called to order at 2:01pm.

1.1. Roll Call

2. Cooperative Purchasing (Coop) Report

Recommended Motion 1: Recommend to the ESUCC Board to approve the Interlocal with the City of Gering, as presented.

Recommended Motion 2: Recommend to the ESUCC Board to approve the Addendum with Imagine Learning, as presented.

Recommended Motion 3: Recommend to the ESUCC Board to the MSA with Zoom, as presented.

Recommend to the ESUCC Board to approve the Interlocal with the City of Gering, as presented
Passed with a motion by Wheelock, Melissa (ESU 10) and a second by Heimann, Bill (ESU 01).

Dr. Bill Heimann (ESU 01): Yea
Drew Harris (ESU 09): Yea
Dr. Melissa Wheelock (ESU 10): Yea
John Poppert (ESU 11): Yea
Dr. Takako Olson (ESU 18): Abstain (Without Conflict)

Yea: 4, Nay: 0, Abstain (Without Conflict): 1

Recommend to the ESUCC Board to approve the Addendum with Imagine Learning, as presented
Passed with a motion by Poppert, John (ESU 11) and a second by Heimann, Bill (ESU 01).

Dr. Bill Heimann (ESU 01): Yea
Drew Harris (ESU 09): Yea
Dr. Melissa Wheelock (ESU 10): Yea
John Poppert (ESU 11): Yea
Dr. Takako Olson (ESU 18): Yea

Yea: 5, Nay: 0

Recommend to the ESUCC Board to the MSA with Zoom, as presented
Passed with a motion by Wheelock, Melissa (ESU 10) and a second by Heimann, Bill (ESU 01).

Dr. Bill Heimann (ESU 01): Yea
Drew Harris (ESU 09): Yea
Dr. Melissa Wheelock (ESU 10): Yea
John Poppert (ESU 11): Yea
Dr. Takako Olson (ESU 18): Yea

Yea: 5, Nay: 0

2.1. Peterson Report

Craig Peterson, Coop Director, reviewed the attached 2026-03 Coop Peterson Report document.

3. Bromm & Associates Lobby Retainer Agreement

Bromm & Associates provided the Lobby Retainer Agreement for ESUCC to retain Bromm & Associates as a Lobbyist to represent ESUCC before the Nebraska Legislature during the 2026 remaining session, and the 2027 and 2028 Legislative Session through March 1, 2028.

Recommended Motion: Recommend to the ESUCC Board to approve the Bromm & Associates Lobby Retainer Agreement, as presented.

Dr. Wheelock, ESU 10 Administrator, reviewed the attached ESUCC LRA 26-28 Sessions document.

Recommend to the ESUCC Board to approve the Bromm & Associates Lobby Retainer Agreement, as presented Passed with a motion by Heimann, Bill (ESU 01) and a second by Poppert, John (ESU 11).

Dr. Bill Heimann (ESU 01): Yea

Drew Harris (ESU 09): Yea

Dr. Melissa Wheelock (ESU 10): Yea

John Poppert (ESU 11): Yea

Yea: 4, Nay: 0

4. Master Service Agreement with ESUCC

ESUCC CEO Dr. Polk will review the attached Master Service Agreement (MSA) with the committee for a recommendation to get approval at the full board meeting.

Recommended Motion: Recommend to the ESUCC Board to approve the Master Service Agreement as presented.

ESUCC Dr. Polk reviewed the attached 2026-2027 ESUCC Master Service Agreement document.

Recommend to the ESUCC Board to approve the Master Service Agreement as presented, removing Sora and updating the year on the Teaching and Learning Division: Special Projects, and SMART being only Nebraska Passed with a motion by Heimann, Bill (ESU 01) and a second by Wheelock, Melissa (ESU 10).

Dr. Bill Heimann (ESU 01): Yea

Drew Harris (ESU 09): Yea

Dr. Melissa Wheelock (ESU 10): Yea

John Poppert (ESU 11): Yea

Dr. Takako Olson (ESU 18): Yea

Yea: 5, Nay: 0

5. Chief Executive Officer (CEO) Report

CEO Report to the Board - March 2026

ESUCC CEO Dr. Polk reviewed the attached CEO Report to the Board - March 2026 document.

6. Legislative Updates

CEO Polk and Bromms will update the board on any legislative related issues in the upcoming session.

ESUCC CEO Dr. Polk handed out flyers to the committee to review. CEO Dr. Polk reviewed the LB 599 flyer and the LB 1219 flyer. CEO Dr. Polk provided updates on other legislation which impacts the ESUs.

7. NDE Advocacy Priorities at 2:45pm CST

Lane Carr, Administrator, Office of Policy and Strategic Initiatives at the NDE, will join the

meeting to share and discuss advocacy priorities.

Lane Carr, Administrator, Office of Policy and Strategic Initiatives at the NDE, was unable to attend.

8. Next Meetings Agenda Items

9. Adjournment

The Legal Committee Meeting adjourned at 2:55pm.

Minutes respectfully submitted by Executive Secretary to the CEO, Mindy Reed.



LOBBY RETAINER AGREEMENT

Educational Service Unit Coordinating Council (Client) hereby retains Bromm & Associates (Lobbyist) to represent the Client before the Nebraska Legislature during the 2026 remaining session, and the 2027 and 2028 Legislative Session through March 1, 2028. The purpose is to provide lobby services to monitor educational related issues of concern to the Client.

The Client agrees it will pay on the following schedule:
\$30,000.00 for lobbying and \$300.00 registration fee on or before November 1, 2026
\$30,000.00 on or before March 1, 2027
\$30,000.00 for lobbying and \$300.00 registration fee on or before November 1, 2027
\$30,000.00 on or before March 1, 2028

If unexpected or unusual expenses are expected to be incurred, the Lobbyist will obtain prior approval from the client prior to incurring any such additional expenses.

The Lobbyist will report directly to the Chief Executive Officer, Dr. Larianne Polk. Lobbyist will attend relevant meetings and hearings, monitor the relevant legislation, consult on strategy and other communications with Senators. Lobbyist will file all reports with the Accountability and Disclosure Commission required by law to be filed by the retained Lobbyist. The Client will file all reports with the Accountability and Disclosure Commission required to be filed by principal.

Dated this ____ day of _____, 2026.

EDUCATIONAL SERVICE UNIT
COORDINATING COUNCIL

By _____
Dr. Larianne Polk,
Chief Executive Officer

BROMM & ASSOCIATES

By _____
Jason Bromm,
Partner



Master Service Agreement with the ESUCC

This ESUCC Service Agreement ("Agreement") is entered into by and between the Educational Service Unit Coordinating Council (the "ESUCC") and Educational Service Unit Number _____ (the "ESU").

I. Background

The ESUCC is charged by NEB. REV. STAT. § 79-1245 with the administration of statewide education initiatives and provision of statewide education services. The ESU wishes to receive certain services and participate in certain projects that are conducted by the ESUCC, and the ESU wishes to have certain services and initiatives made available to its member school districts. The parties to this Agreement agree to services and Projects on the following terms and conditions.

Each Project is described more specifically in the identified Exhibits.

II. Services Provided Requiring a Fee

The ESUCC agrees to provide the following Projects.

1. Teaching and Learning Division: Affiliate Budgets ([Exhibit "A."](#)).
No Change.....**Fee Amount:** \$2,550
2. Teaching and Learning Division: ESUPO Events, per day/per participant ([Exhibit "A."](#))
No Change.....**Fee Amount:** \$25
3. Teaching and Learning Division: Digital Learning Services and Projects ([Exhibit "A."](#))
No Change.....**Fee Amount:** \$5,700
4. Executive Division: Legislative and Government Relations ([Exhibit "C"](#)).
Vendor Contract Term November 1, 2026-March 1, 2028
\$241 increase**(regular session) Fee Amount:** \$3,547
New.....**(special Session, only billed if necessary) Fee Amount:** up to \$150
5. Technology Division: Technology Student Services Projects ([Exhibit "B"](#)).
No Change.....**Fee Amount:** \$6,000

- 6. Executive Division: SMART ([Exhibit “C”](#)). This item excludes cost for SMART NE
No Change.....**Fee Amount:** Up to \$1,500

III. Optional Services Provided Requiring a Fee

In addition to the above listed services, the ESU has the ability to participate in additional projects through the ESUCC. By placing your initials next to each of the desired projects listed below, the ESU voluntarily elects to participate in and access the identified projects. In the event the service has a fee associated, the ESU shall pay the ESUCC the associated fee(s), as identified below. All services will be billed to the ESUs unless otherwise selected (only available for select services.)

- ___ 7. Teaching and Learning Division: Special Projects ([Exhibit “A.”](#)) - only billed if used
No Change (nothing billed as of 2/27/2024).....**Fee Amount:**Up to \$7,500

- ___ 8. Executive Division: SPARQ Negotiations:
 Vendor Contract Term April 1, 2025-March 31, 2026. \$15,000 divided by the 15 participating ESUs ([Exhibit “C”](#))
No Change**Fee Amount:** \$1,000

- ___ 9. Technology Division: Student Records System (SRS): ([Exhibit “B”](#))
3% Annual Fee Increase.....**Fee Amount:** See Tier Schedule Below

| 2026-2027 | 2027-2028 | 2028-2029 | Tier |
|-----------|-----------|-----------|------------|
| \$202 | \$208 | \$215 | <100 |
| \$524 | \$540 | \$557 | 100-249 |
| \$1,043 | \$1,074 | \$1,107 | 250-499 |
| \$3,131 | \$3,225 | \$3,322 | 500-999 |
| \$4,135 | \$4,259 | \$4,387 | 1000-1999 |
| \$5,168 | \$5,323 | \$5,483 | 2000-3999 |
| \$9,643 | \$9,932 | \$10,230 | 4000-17999 |

IV. Term

The term of this Agreement shall commence on August 1, 2026, and continue until July 31, 2027. A new Agreement will be required for any services or support by the ESUCC after August 31, 2027.

V. Responsibilities of the ESUCC

The ESUCC agrees to provide and support the services offered with reasonable care, skill, and diligence. The ESUCC shall employ or assign qualified personnel staff to support and oversee the services provided. The ESUCC and its staff will promptly and reasonably respond to ESUs for support and assistance with such services. The ESUCC will reasonably assure that the ESU's member school districts have access to the projects and services provided to the ESU, when applicable.

The ESUCC reserves the right, in its sole discretion, to make changes to the operation of each of the projects referred to herein, including, but not limited to, an increase in the fees charged for particular projects. If the ESUCC determines that a fee increase is necessary for the continued operation of any particular project, the ESUCC will notify the ESU in advance. The ESU shall then have 14 days to elect out of the project. If the ESU does not elect out of the project within 14 days, then the ESU shall be obligated to pay the increased fee.

VI. Responsibilities of the ESU

The ESU will cooperate with the ESUCC and provide necessary information and access as reasonably required for the ESUCC to perform the services. The ESU agrees to follow the reasonable expectations and directives of the ESUCC regarding the services selected by the ESU. The ESU further agrees to promptly communicate to the ESUCC any concerns or problems with any such services.

The ESU shall not assign any right or delegate any obligation arising hereunder without the prior written consent of ESUCC. This provision does not prevent the ESU from allowing its member school districts to participate in some or all of the Projects described herein.

The ESU agrees to pay the fee(s) to the ESUCC within ninety days of the invoice and may be mailed to 6949 S 110th Street, La Vista, NE 68128. The ESUCC reserves the right to refuse any service(s) to any ESU that fails to timely submit payment, and no ESU will be entitled to participate or access any service if said ESU failed to timely pay the required fee(s). An ESU who fails to timely pay the required fees may be excluded from all Projects and forfeits any right to participate in said projects.

The parties expect the ESU (and its staff) will be appropriately involved in each project to ensure the oversight and maintenance of the projects.

This Agreement does not obligate or commit the ESU to to engage the ESUCC on an exclusive arrangement for any of these projects.

VII. Termination

The ESU may request to terminate this Agreement or any elected projects for any reason at any time by giving written notice to the ESUCC. There shall be no refund or reimbursement by the ESUCC if the ESU terminates this Agreement in the middle of the Agreement term without cause, unless a majority of the ESUCC Board votes to authorize a requested refund. A majority of the ESUCC Board and the ESU may also vote to amend or supplement this Agreement during the term of the Agreement for any reason the ESUCC Board deem appropriate.

If the ESU believes the ESUCC has materially breached this Agreement, then the ESU shall notify the ESUCC in writing of the ESU's concern(s). The ESUCC shall then have thirty days to cure any alleged breach. If the ESUCC disputes the alleged breach, then the parties shall agree to meet at the ESU to address the specific concerns and find a mutually agreeable solution. If, after that meeting, the ESUCC is unable or unwilling to cure the alleged breach, then the ESU may terminate the Agreement for cause. If the ESU terminates the Agreement for cause, the ESU shall only be entitled to a refund for any amount(s) paid if a majority of the ESUCC Board approves the ESU's request for a refund, and the ESUCC Board shall, in its sole discretion, determine the refund amount (if any).

The ESUCC may terminate this Agreement for any reason at any time by giving ninety days' written notice to the ESU. If the ESUCC terminates this Agreement, then the ESU shall be entitled to a refund for the amount paid by the ESU in an amount proportional to the number of days the service was available to the number of days the service was unavailable.

VIII. Confidentiality

Each party agrees to keep confidential all non-public information received from the other party. All information and data shared or exchanged between the parties shall fully comply with Nebraska law and FERPA.

IX. Governing Law

This Agreement shall be governed by and construed in accordance with the laws of the State of Nebraska.

X. Damages and Indemnification

To the extent permitted by law, each party shall indemnify, defend and hold harmless the other party, its officers, agents and employees from all claims, damages, losses and expenses arising out of or resulting from the services provided under this Agreement that results in any claim for damage whatsoever. This Section shall not require either party to indemnify, or hold harmless, the other party for any losses, claims, damages and expenses arising out of or resulting from the intentional or negligent act or omissions of the party.

XI. Entire Agreement

This Agreement constitutes the entire agreement between the parties with respect to the subject matter hereof and supersedes all prior agreements, understandings, negotiations, and discussions, whether oral or written.

XIII. Other Information

From time to time, the ESUCC and ESU may agree to develop and implement new or additional Projects. In the event ESUCC determines to offer a new project during the term of this Agreement and the ESU wishes to participate in said new project, the parties may describe the new project in writing and incorporate that writing as a formal addendum to this Agreement.

Given the upfront and ongoing expenses associated with each service, the fee(s) paid by the ESU are generally not refundable. By entering into this Agreement, the ESU agrees to accept the identified services for the entire term of the Agreement and may not cancel or revoke services with any expectation of reimbursement(s) or refund(s), except as provided in Section VII.

Each ESU must contribute to the ESUCC the fees associated with each project. The ESU and ESUCC agree to follow the expectations outlined in those Exhibits, as well as those reasonable expectations and updates that may be announced or provided during the term of the Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first above written.

ESUCC CEO

ESU Administrator

ESUCC CEO Signature

ESU Administrator Signature

Date

Date

Exhibit “A”
Teaching and Learning Division

1. ESUPO Affiliate Budgets: Section II.1.

- a. Network Operations Coordinators Affiliate (NOC):
NOC supports the extensive communications network within and among the ESU's and school districts.
- b. ESU Special Education Population Directors (ESPD):
ESPD consists of Special Education Directors and other similar personnel from across the state providing support for compliance related topics.
- c. Teaching and Learning through Innovation Affiliate (TLI):
TLI connects educators with resources, best practices, and emerging technologies to transform teaching and learning within the classroom.
- d. Professional Learning Association Affiliate (PLA):
PLA is responsible for providing staff development as well as school improvement for school districts.

2. ESUPO Events: Section II.2.

The ESUPO serves as the umbrella to the statewide professional development opportunities for ESU personnel statewide. The ESUPO is a collaborative effort to provide statewide training and alignment of efforts for ESU personnel and key NDE staff statewide. ESUPO consists of four affiliate groups composed of ESU personnel across the seventeen ESU's with representation from essential NDE Staff. ESUPO events may include registration, materials, and other fees. Such fees will be set at no more than \$25 per participant person per day.

3. Digital Learning Services and Project: Section II.3.

Fees for this item will support ESUCC personnel expenses, any software development needs, or contract obligations.

- a. Distance Education Brokering:
The ESUCC provides the Nebraska Virtual Instruction Source (NVIS) course clearinghouse for use in finding and exchanging distance education courses between participating ESUs and school districts.
- b. Learning Object Repositories (LOR) and Open Education Resources (OER):
ESUCC coordinates access to digital libraries that enable educators from within participating ESUs to use professional educational resources that are aligned to academic standards. The Nebraska OER hub is available to all ESUs and their district schools and offers statewide access to local and national open educational resources.
- c. The ESUCC Digital Learning Services and Projects promote statewide collaboration to provide students and school districts with access to a mix of

different learning environments that best supports the combination of traditional face-to-face classroom methods with more technology-mediated activities.

- d. ESUCC supports the responsible and strategic integration of Artificial Intelligence (AI) in Nebraska’s educational ecosystem. This includes assisting schools and ESUs in exploring AI tools that enhance teaching, learning, and operational efficiency; providing guidance on ethical use, data privacy, and policy development; and facilitating professional learning that builds educator capacity to leverage AI for personalized instruction, assessment, and accessibility. Through statewide coordination, ESUCC helps ensure that AI innovations are implemented equitably, securely, and in alignment with Nebraska’s educational goals.
- e. ESUCC is committed to ensuring that all digital learning environments, resources, and technologies are accessible to every learner, educator, and staff member. This includes supporting the design and adoption of digital materials, platforms, and tools that meet accessibility standards such as Section 508 and the Web Content Accessibility Guidelines (WCAG). ESUCC provides guidance and professional learning to help schools and ESUs create inclusive digital experiences that accommodate diverse learning needs and abilities. Through statewide coordination, ESUCC promotes accessibility as a foundational principle of digital learning—ensuring equity, usability, and participation for all Nebraskans.

4. Special Projects: Section III.7.

The ESUCC may facilitate special projects, organize and facilitate programs, or serve as a fiscal agent for activities to enhance professional development opportunities. Adding a special project would require a description of the project presented to the board and a majority vote to have the project added to this MSA. By adding the project to the MSA, the ESUs are not obligated to participate, only that the project is available to all ESUs or schools. Participation decisions would be made by each ESU individually.

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Exhibit “B”
Technology Division

1. Technology Student Services Projects:

Fees for this item will support ESUCC personnel expenses, any software development needs, or contract obligations.

a. Student Records System (SRS): **Section II.5., III.9.**

ESUCC maintains SRS which is an online special education record system designed to create all special education documents, required by Rule 51 and Rule 52, including IEP, MDT, IFSP and all required notices. The SRS is a highly secured system that organizes and stores documents and provides access to files via the internet. SRS training is provided across the state for district staff and college and university staff. School Districts electing to utilize the SRS system must pay an additional fee to receive access.

b. Project PARA: **Section II.5.**

Project PARA is a web-based method for school districts to provide introductory training for their paraeducators. The Project assists schools in meeting the paraeducator training requirements. Project PARA is a collaborative effort between the University of Nebraska, the Nebraska Department of Education and Nebraska educational service units.

c. 504 Plan: **Section II.5.**

ESUCC designed and maintains the Section 504 Project which is an online record system designed to create documentation necessary for the Rehabilitation Act of 1973 that prohibits discrimination against those that have a physical or mental impairment that substantially limits one or more major life activities. Section 504 is a function of regular education. This is an add on to the SRS system.

2. Cybersecurity: Section II.5.

Fees for this item will support ESUCC personnel expenses, any software development needs, or contract obligations.

ESUCC leads statewide efforts to strengthen cybersecurity readiness, resilience, and response across Nebraska’s educational systems. As a non-regulatory statewide coordinator, ESUCC supports ESUs and school districts in safeguarding student and staff data, securing digital infrastructure, and aligning with national best practices and frameworks such as NIST and CISA. Through collaboration with state and federal partners, ESUCC helps ensure that Nebraska’s schools have the knowledge, tools, and capacity to prevent, detect, and respond to evolving cybersecurity threats while maintaining continuity of educational services.

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Exhibit “C”
Executive Division

1. Legislative and Governmental Relations Project: Section II.4.

The Legislative and Governmental Relations Project will assist member ESUs in strategically planning legislative initiatives that support the mission of the ESUCC and its member service units, tracking legislation that affects service units and state-wide educational efforts in the state, and influencing state lawmakers to support the vital work of the ESUCC, service units and public schools in the state of Nebraska. This project applies to regular and special sessions, although special session invoices will be sent only in the event of a special session. Because the vendor contract term ends prior to the end of this MSA contract term, fees are subject to change at the end of the vendor contract term.

2. SMART: Section II.6.

The ESUCC continuously develops and maintains the software operating the SMART online service management tool for use by the Nebraska ESUs and ESUCC. This tool supports ESUs in their data-driven process utilized to systematically identify the needs of their school districts and thereafter develop services to fill the gaps. The SMART online tool allows ESUs to assess the available services for implementation at the school district level.

3. SPARQ Negotiations: Section III.8.

SPARQ Negotiations is a web-based online data collection system used to compare settlement information, provide prevalence reports, view negotiated agreements and perform placement calculations. Because the vendor contract term ends prior to the end of this MSA contract term, fees are subject to change at the end of the vendor contract term.

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Cybersecurity Report

March, 2026

SLCG Update

FY2024 proposals are being scored by committee members now. Due to some technical problems at first, the deadline for scoring was extended to March 18, 2026. Soon after that, the state committee will meet again to review the scoring results and recommend proposals to move forward. As a reminder, the ESUs collaborated on three proposals:

- Enhanced data backup and recovery services - hardware and software licensing to improve ESUs and schools abilities to restore data, requesting \$802,200 of SLCG funds
- Cyber Incident Response Planning - in collaboration with cities, counties and health districts, requesting \$80,000 SLCG funding to support workshops on incident response planning and cyber assessment
- Cybersecurity Awareness Training - funding to subsidize cyber training and anti-phishing platform such as Proofpoint, CyberNut, KnowBe4; requesting \$882,000 of SLCG funds

Our Nebraska Emergency Management Agency contacts, who serve as the state's fiscal agent for the SLCG funds, have noted that because of the Department of Homeland Security shutdown affecting the Cybersecurity and Infrastructure Security Agency (CISA), the federal approval timeline is uncertain.

Legislation

The path for LB 599's cybersecurity support, its amendments and appropriations, has many twists and turns. We continue to advocate for state support of cybersecurity work through ESUs and with school districts. This has advanced farther than in previous legislative sessions.

Duo Security Multi-Factor Authentication Renewal

Information was sent to NOC members and other direct purchasers of the current Duo licensing. For the last three years, we have purchased a pool of 10,000 licenses. It appears initially that we will maintain licenses at or above that number.

This will be a one-year renewal, from March 28, 2026 through March 28, 2027 for the Duo Security Advantage license at a cost of \$8.00 per license. Due to a favorable price quote and some remaining subsidy funds we are able to keep the price at this lower level for another year. We've asked for ESUs and other district purchasers to confirm their renewal by March 18, 2026 or to let us know if they intend to discontinue their licenses.

Elastic Logging

Two SLCG projects were funded in FY2023 (year 2) which fund the implementation of the Elastic Security Information and Event Management (SIEM) system. ESUs 1, 2, 3, 7, 8, 10, 13, 15, 16 and 17 were approved in May, 2025 and have deployed regional servers to collect data. These ESUs are configuring their systems to provide the right data in dashboard visualizations, alerts and notifications, as well as rolling out the agent software to school and ESU servers and end-user devices in their areas.

Due to approval and confirmation delays, funding for a similar project in ESUs 4, 5, 6, 9, 11, and 18 was confirmed in December, 2025. Hardware and software licensing for the same Elastic SIEM system has been ordered, but the hardware has not yet been received. Their implementation will start as soon as possible when that hardware arrives.

Cyber Assessment

Whether or not LB599 support is enacted in some way, I will continue to work with our ESUs, NDE and OCIO partners Chris Wlaschin and Bryce Bailey to move forward on identifying the best fit baseline cyber assessment to promote with ESUs and schools to begin collecting data to help make our case in the future for the right level of cybersecurity resource support through state and other funding sources.

Recent Incident Update

During February and through March 10, 2026, our informal cyber incident tracking identified 6 cyber incidents affecting Nebraska schools and ESUs:

- Four of these involved phishing emails, one intercepted and blocked while three were accepted and spread by users in the affected districts.
- One incident began with a trusted vendor website that was compromised and spread malware to a school network when it was accessed. Thanks to the school having endpoint detection and response (EDR) software in place on many devices, this attack was detected and stopped quickly.
- In the final event, a scammer made a phone call to the school impersonating a vendor and attempting to change bank information for payments (social engineering). This impersonator had real, current invoice information which was not known to be publicly accessible. Investigation was ongoing to determine how that information was obtained.

EXECUTIVE SUMMARY: SRS

Modernization & Strategic Roadmap

Prepared for: ESU Board of Directors

Date: March 17, 2026

Subject: Software Reliability, Modernization, and AI Integration

Vision & Strategic Partnerships

The ESUCC Technology Team is committed to transforming the Special Education Record System (SRS) from a legacy compliance tool into a modern, high-performance platform. To ensure this transition is rooted in industry best practices, we have engaged in the following:

- **Architectural Partnership:** Collaborating with **Don't Panic Labs** (Lincoln, NE) to modernize our system architecture, ensuring scalability and stability.
- **National Resource Sharing:** Exploring collaboration with the **Michigan Association of Intermediate School Administrators** to leverage cross-state software innovations.
- **Infrastructure Readiness:** We have modernized our internal development environments, allowing for "sandbox" testing of new features to ensure 100% uptime during deployment.

Immediate Focus

- **Advanced Form Versioning:** A major update to our form engine now preserves historical data exactly as it was originally filled out, allowing us to push new compliance updates without impacting previous years' records.
- **Enhanced Reporting:** A new reporting tool for the **October 1st Snapshot** (Ages 3–21) will be live, streamlining IDEA plan verification for member districts.
- **Reliability Focus:** Immediate improvements to document printing and Indicator 11 tracking are underway to reduce administrative friction.

Future-Ready Roadmap: The AI & Collaboration Shift

We are aggressively pursuing a "de-coupled" architecture that allows us to build modern, user-friendly interfaces on top of a secure, robust database.

| Priority | Feature | Impact on Educators |
|----------|---------|---------------------|
|----------|---------|---------------------|

| | | |
|--------------------------------|---------------------------------|--|
| Intelligent Drafting | AI-Enhanced Goal Writing | Leveraging AI as a co-pilot to help teachers draft high-quality, measurable, and compliant student goals in seconds. |
| Real-Time Collaboration | Multi-User Editing | Allowing multiple team members to work on a single form simultaneously (Google Docs-style) to expedite IEP meetings. |
| Data Integrity | Auto-Saving & APIs | Eliminating data loss through real-time saving and enabling "self-service" data import/export for district-wide analytics. |
| Workflow Efficiency | Digital Signatures | Transitioning to a fully digital, legally compliant signature workflow within the SRS environment. |

Target Outcomes

- Legal Compliance:** Ensuring that all forms meet NDE and federal regulations while protecting the district.
- User Comfort:** Making the system not only easy to use but making it helpful in real-world situations such as data collection, parental meetings, and group presentations.
- Data Confidence:** Moving toward a zero-bug environment where users trust the system implicitly.
- High quality student plans:** Use AI to assist with writing quality student plans.
- Forward-Looking Support:** Transitioning our Helpdesk from "troubleshooting bugs" to forward thinking on advanced features.

Technology Division Report

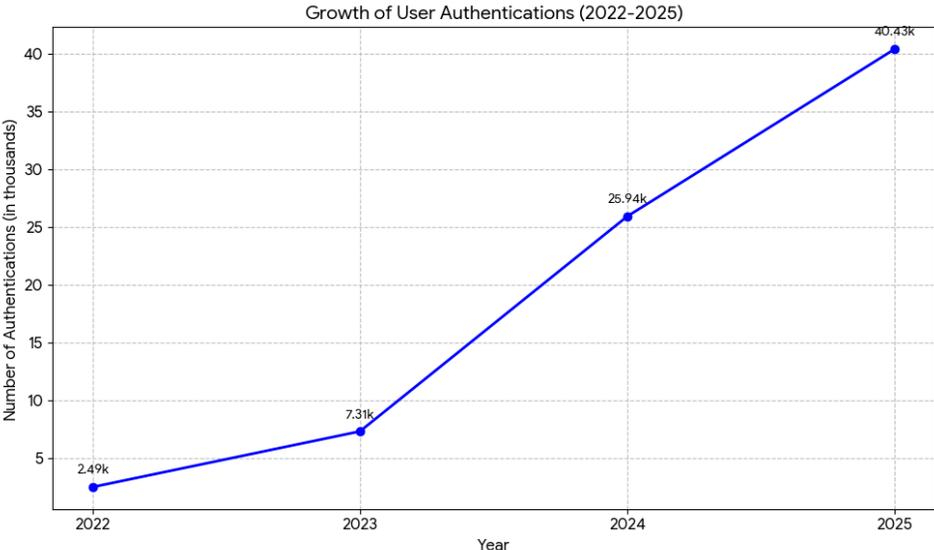
March, 2026

Software Engineering

Todd Hatcher shared information about plans for SRS improvements in his special update. We intend to apply the same learning, techniques and practices to our other software projects to improve the efficiency and sustainability of all of our software development work.

eduroam

Participation by Nebraska K-12 schools and ESUs in eduroam has grown to 180 organizations as of March 12, 2026. Authentications have grown dramatically since the start of the project in 2022.



eduroam Authentication Data by Year

| Year | Number of eduroam authentications |
|------|-----------------------------------|
| 2022 | 2,490 |
| 2023 | 7,310 |
| 2024 | 25,940 |
| 2025 | 40,430 |

SteadFast

SteadFast is a software agent that school districts may use at no charge on their district-owned devices to measure and record the quality of broadband Internet service when those devices are used outside of the school network. This can be helpful in determining the quality of available Internet services, identify areas where service is weak or unavailable and provide data to share with providers and policy makers.

Fourteen districts have signed up to participate in this project as early adopters, and twelve of those have begun implementation:

1. Amherst – Not active
2. Bayard
3. Centennial
4. Hartington-Newcastle
5. Johnson-Brock
6. Mullen – Not active
7. Norris
8. Sargent
9. Pender
10. Shelby-Rising City
11. Shelton
12. Summerland
13. Twin River
14. York

Six slots remain open for additional early adopter schools. The early adopters can receive a \$1000 incentive for participating with these requirements:

Selected participants will:

- Commit to a 200-day pilot period
- Ensure a minimum of 25% of student devices (at least 50 devices) participate
- Use Windows or Chrome devices exclusively for the pilot
- Have an MDM (Mobile Device Management) or Google Admin

Interested schools should [complete this sign-up form](#).



Information Services Committee Report

PROJECT NAME: Teaching & Learning, Distance Learning, and Communication

PROJECT DIRECTOR: Andrew Easton

REPORT PERIOD: February 2026

COMMITTEE REPORT: CHIEF LEARNING OFFICER

Teaching and Learning Efforts (Organized alphabetically by initiative)

- **Accessibility**
 - The Canvas Consortium team finalized [three asynchronous courses](#) that are housed in the Nebraska Learning Network (NLN)
 - One on [Accessibility Essentials](#), one that is a Google-specific training, and one that is a Microsoft-specific training.
 - Each course has a certificate of completion
 - NCADEMI will be presenting two sessions at the Future Ready Nebraska Conference (6/1-2), one for leadership on how to develop an accessibility roadmap and an additional session on making PDFs accessible.
 - Presented/facilitated a conversation at ESU 6 on accessibility.
 - Will present on accessibility at ESU 5 in March.

- **Artificial Intelligence**
 - Presented a one hour virtual training on AI in education for Creighton Community Schools 3/11
 - Will present on AI in Education at NRCSA
 - [Began amassing resources](#) for the SupportED AI Page
 - Continued supporting a partnership with/between the ESUCC, [Great Minds \(Wit & Wisdom\)](#), and Swivl ([M2](#)) in an effort to develop an AI support for teachers and literacy coaches.
 - [Seeking schools that use Wit & Wisdom materials to partner with for the pilot this spring](#) with the intent of arriving at a deliverable product by the start of the 2026-2027 school year.

- **ESUCC Updates**
 - Ongoing efforts toward [the ESUCC site redesign](#) that will be available in April 2026

- Finalized [language for the Affiliate Member Directory](#) that will filter by things like ESU, affiliate group, area of specialization, cadre(s), etc.
 - [Led the ESUCC staff through an activity](#) during our monthly staff meeting that procured the information necessary for building out project pages on the ESUCC site
- **SORA Report**
 - **Total Unique Users**
 - February: 12
 - January: 7
 - 2026**
 - December: 7
 - November: 12
 - October: 15
 - **Total Checkouts**
 - February: 18
 - January: 10
 - 2026**
 - December: 27
 - November: 44
 - October: 21
- **[SUPPORTED Site](#): A Rule 84 Professional Learning Group Collaboration**
 - Collaborated with NDE on moving the [SupportedED site](#) to Unanimous servers where they will host the site and get it operational by 6/1/26
 - Held initial meeting with Unanimous on site fixes for SupportedED
 - Reached out to national AI experts in an effort to receive links and other resources for an AI SupportedED page
 - Ongoing conversations with the NDE SEED Team on the possibility of a leadership learning page on the SupportedED site

Social Media and Podcast Numbers/Reach Over Time

- **The Good Life EDU Podcast**
 - Created 3 new episodes of [The Good Life EDU](#) Podcast
 - **Episode 234: [Beyond the AI Inflection Point: Preparing Education for What Comes Next](#)** with Matt Winters, Artificial Intelligence Specialist at the Utah State Board of Education
 - **Episode 233: [Differentiation at Scale: How AI Can Strengthen MTSS and Student Engagement](#)** with Trevor Goertzen, Regional Vice President of SchoolAI
 - **Episode 232: [AI With Intention: What Teaching, Learning, and Integrity Require Next](#)** with Tony Frontier, Director of the AI Center for Effective Teaching and Learning + ASCD Author

- **Twitter X Follower Numbers**

- February 1557 (-5)
- January 1562 (-1)

2026

- November+December 1563 (-31)
- October 1594 (-3)
- September 1597 (+4)
- May-August 1593 (+26)
- April 1567 (+4)
- March 1563 (+9)
- February 1554 (-7)
- January 1556 (-9)

2025

- November+December 1565 (-102)
- October 1667 (-18)
- September 1685 (+24)
- May-August 1661 (+51)
- April 1610 (+11)
- March 1599 (+11)
- February 1588 (+11)
- January 1577 (+28)

Reach Count Discontinued

2024

- November+December 1549 (+8) Reach: 3.6K
- October 1541 (+28) Reach: 5.8K
- September 1513 (+18) Reach: 10.3K
- August 1495 (+41 Summer) Reach: 9.2K
- July Reach: 9.8K
- June Reach: 9.2K
- May Reach: 16.2K
- April 1454 (+11) Reach: 19.7K
- March 1443 (+16) Reach: 17.6K
- February 1427 (+12) Reach: 14.1K
- January 1415 (+13) Reach: 13.6K

2023

- December 1402 (+7) Reach: 5.6K
- November 1395 (-8) Reach: 6K
- October 1403 (+46) Reach: 3.5K
- September 1357 (+14) Reach: 9K
- August 1343 (+19) Reach: 8K
- July 1325 (+9) Reach: 8.6K
- June 1316 (+13) Reach: 10.7K
- May 1303 (+8) Reach: 17.6K
- April 1295 (+1) Reach: 8.9K
- March 1294 (+10) Reach: 17.9K
- February 1284 (+12) Reach: 23.4K
- January 1272 (+14) Reach: 31.2K

2022

- o December: 1258 (+8) Reach: 6,737
- o November: 1250 (+14)
- o October: 1236 (+41)
- o September: 1195 (+71)
- o August: 1124 (+17)
- o July: 1107 (+34)
- o June: 1083 (+12)
- o May: 1071 (+70)
- o April: 1001 (+64) *Broke 1000 followers
- o March: 937 (+82)
- o February: 855 (+82)
- o January: 773 (+83)

2021

- o December: 690 (+67)

● Facebook Page Followers and Reach Over Time

- o February Views: 4.1K
- o January Views: 15.9K

2026

- o December Views: 3.1K
- o November Views: 2.6K
- o October (+1) Views: 3K
- o September (+4) Views: 2.8K
- o May-Sept 1 (+0) Views: 11.7K - Reach 2.5K
- o April 655 (+4) Views: 2.7K - Reach 983
- o March 651 Followers Views: 4.5K - Reach 1.7K
- o February Views: 1.8K
- o January Reach: 1.5K

2025

- o November + December Reach: 3.9K
- o October 642 (+5) Reach: 1.2K
- o September 637 (+4) Reach: 817
- o August 633 (+21 for May-Aug) Reach: 1.8K
- o July Reach: 709
- o June Reach: 953
- o May Reach: 901
- o April 612 (+7) Reach: 1.1K
- o March 605 (+6) Reach: 2.1K
- o February 599 (+2) Reach: 538
- o January 597 (+1) Reach: 362

2024

- o November + December 596 (+2) Reach: 1.1K
- o October 594 (+3) Reach: 1,951
- o September 591 (-3) Reach: 600
- o August 594 (+4) Reach: 1,380

- o July 590 (+13) Reach: 2,027
- o June 577 (+2) Reach: 1,784
- o May 575 (+2) Reach: 1,343
- o April 570 (+6)
- o March 564 (+6)
- o February 559 (+4)
- o January 555 (+2)

2023

- o December 553 (+0)
- o November 553 (+0)
- o October 553 (+7)
- o September 546 (+6)
- o August 540 (+12)
- o July 528 (+10)
- o June 518 (+1)
- o May 517 (+5)
- o April 512 (+6)
- o March 506 (+3)
- o February 503 (+10)
- o January 493 (+4)

2022

- o December: 489 (+36)
- o November: 453 (+43)
- o October: 410 (+15)
- o September: 395 (+4)
- o August: 391 (+13)
- o July: 378 (+18)
- o June: 360 (+3)
- o May: 357 (+8)
- o April: 349 (+33)
- o March: 316 (+52)
- o February: 264 (+30)
- o January: 234 (+40)

2021

- o December: 194 (+7)

● **LinkedIn Impressions Per Month**

- o February Impressions: 1,231
- o January Impressions: 1,856

2026

- o November+December PV: 38 Impressions: 1,546
- o October Page Views: 16 Impressions: 790
- o September Page Views: 27 Impressions: 1,571
- o May-Sept 1 Impressions: 6,349 Reach: 3,554 (av: 889)
Page Views: 76 (av: 19)
- o April Page Views: 9 Reach: 336

| | | | |
|-------------|-------------|----------------|--------------|
| | o March | Page Views: 24 | Reach: 820 |
| | o February | Page Views: 14 | Reach: 207 |
| | o January | | Reach: 663 |
| 2025 | | | |
| | o Nov-Dec | | Reach: 1,030 |
| | o October | Page Views: ?? | Reach: 398 |
| | o September | Page Views: 10 | Reach: 550 |
| | o August | Page Views: 26 | Reach: 473 |
| | o July | Page Views: 18 | Reach: 438 |
| | o June | Page Views: 35 | Reach: 679 |
| | o May | Page Views: 16 | Reach: 790 |
| | o April | Page Views: 51 | Reach: 2,369 |
| | o March | Page Views: 45 | Reach: 729 |
| | o February | Page Views: 38 | Reach: 845 |
| | o January | Page Views: 26 | Reach: 371 |
| 2024 | | | |
| | o Nov+Dec | Page Views: 70 | |
| | o October | Page Views: 25 | |
| | o September | Page Views: 24 | |
| | o August | Page Views: 41 | |
| | o July | Page Views: 23 | |
| | o June | Page Views: 29 | |
| | o May | Page Views: 21 | |
| 2023 | | | |

CEO Report to the Board

March 2026

Mar 17, 2026 Committees

Mar 18, 2026 Board

| New Business | | | |
|--------------------------|-------------------------|-----------------------|--|
| <input type="checkbox"/> | Executive ▾ | Board Member Mileage | Mileage Reimbursement for ESUCC Board Meetings |
| <input type="checkbox"/> | Executive ▾ | | |
| <input type="checkbox"/> | Educational Resour... ▾ | Marshall Memo Update | <p>There are currently 404 email addresses on the Marshall Memo listserv. Project Secretary, Erin Bussen, sent out an email to the listserv requesting a response to let her know if they read the Marshall Memo. As of March 4, 2026, only 161 people responded and out of that number, 158 said they read the memo.</p> <p>The Marshall Memo was approved in the TLT Budget (\$750). The Marshall Memo has been paid for until December 2026.</p> |
| <input type="checkbox"/> | Educational Resour... ▾ | LETRS Project Update | <ul style="list-style-type: none"> ● Vol 1 Training Dates: May 26-29, 2026 ● Vol 2 Training Dates: Sept 29-Oct 2, 2026 ● Continue after 2026-2027? |
| <input type="checkbox"/> | Educational Resour... ▾ | 2026-2027 MSA | What should we do with Sora? Highlighted on the MSA under III (8) . |
| <input type="checkbox"/> | Legal ▾ and Full Board | ESUCC Legislative Day | <p>Recap and recommendations</p> <p><u>Considerations for Next Year:</u></p> <ul style="list-style-type: none"> ● Continue with the Table Topics ● 1-Pagers need to have fewer words. ● Before the event day, when people sign up and the 1-pager is created, Dr. Polk will have a half hour zoom with each table topic to discuss talking points and expectations. ● Hot breakfast catered for the morning. <ul style="list-style-type: none"> ○ No lunch ○ No soda ○ Cookies, yes ● After breakfast, do a briefing for those who are there to prepare them to go to the Capitol and pull Senators: <ul style="list-style-type: none"> ○ Dr. Polk will assign Administrators to the Senators they will be pulling out. While the Administrators are there, give the folders |

| | | | |
|--------------------------|--|---|--|
| | | | <p>to the Senators who did not pick up the folder in the morning.</p> <ul style="list-style-type: none"> ○ Include bills to speak about ○ Talking points ○ Who is going to help the Administrators pull Senators, i.e. Dr. Polk, Jason Bromm, Curt Bromm, Payton ● Have Andrew Easton and the podcast set up in the foyer entry to the conference room <ul style="list-style-type: none"> ○ Send questions or topics to the Senators ahead of time. ○ Video will have to be approved by the Senator's office before publishing ● End the day at Noon instead of 2pm. |
| <input type="checkbox"/> | Legal and Full Board | Governor Student Leaders Across the State Event | October 26, 2026 at ESU 3. |
| <input type="checkbox"/> | Information Services | DL courses that are received in a different ESU | <p>How to do Canvas? Is there a seat cost?</p> <p>Canvas seat cost for 2026-2027: \$5.40/seat Estimate for 100 people: \$540</p> |
| <input type="checkbox"/> | Information Services and Full Board | NCNE Expenses | <p>The below ESUs were invoiced for NCNE Salaries, January - April 2025 for <u>\$17,314.17</u>. Please submit invoices to ESUCC for that amount and have it read: "Technology Support for Cybersecurity: NCNE Salaries, January - April 2025".</p> <ul style="list-style-type: none"> ● ESU 1 ● ESU 2 ● ESU 3 ● ESU 7 ● ESU 8 ● ESU 10 ● ESU 13 ● ESU 15 ● ESU 16 ● ESU 17 |
| <input type="checkbox"/> | FULL BOARD | SORA Report (Standing Item) | <p>ESU SORA usage:</p> <ul style="list-style-type: none"> ● MSA "up to \$600" <ul style="list-style-type: none"> ○ \$346.15 (to participating ESUs) ● 7.1.2025-7.31.2025 ● 8.1.2025-8.31.2025 ● 9.1.2025-9.30.2025 ● 10.1.2025-10.31.2025 ● 11.1.2025-11.30.2025 ● 12.1.2025-12.31.2025 ● 1.1.2026-1.31.2026 |

| | | | |
|-------------------------------------|----------------------|----------------------------------|---|
| | | | <ul style="list-style-type: none"> • 2.1.2026-2.28.2026 |
| <input type="checkbox"/> | FULL BOARD ▾ | Quarterly Professional Training | <p>2025-2026 Topics:</p> <ul style="list-style-type: none"> • <u>First Quarter</u> - Intellectual Property and Technology issues (copyrights, work-for-hire doctrine, FERPA, technology contracts, etc) • <u>Second Quarter</u> - Navigating Legal Challenges for ESU Boards: Open Meetings, Public Records, and Beyond • <u>Third Quarter</u> - Personnel issues (evaluations, documenting concerns, FLSA exemptions, contracts, and the like) <p>Continue in 2026-2027? If so, what topics?</p> |
| <input type="checkbox"/> | FULL BOARD ▾ | TeamMates READ Expenses for ESUs | <ul style="list-style-type: none"> • ESU 1 - \$11,983 • ESU 2 - \$9,986 • ESU 3 - \$25,386 • ESU 4 - \$4,257 • ESU 5 - \$4,835 • ESU 6 - \$11,195 • ESU 7 - \$7,437 • ESU 8 - \$10,249 • ESU 9 - \$6,806 • ESU 10 - \$12,851 • ESU 11 - \$10,433 • ESU 13 - \$6,438 • ESU 15 - \$4,467 • ESU 16 - \$6,649 • ESU 17 - \$1,840 • ESU 18 - \$27,672 • ESU 19 - \$7,516 |
| <input type="checkbox"/> | FULL BOARD ▾ | | |
| <input type="checkbox"/> | FULL BOARD ▾ | | |
| New Since Committee Meetings | | | |
| <input type="checkbox"/> | | | |
| Old Business | | | |
| <input type="checkbox"/> | Select a Committee ▾ | | |



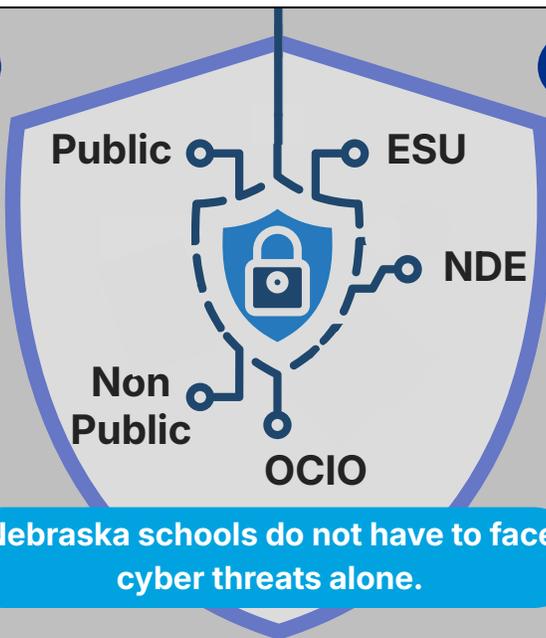
K-12 Cybersecurity LB 599 AM 2509

The cyber threat to Nebraska schools is real and immediate. LB 599 AM2509 gives districts the coordinated support needed to prevent attacks and reduce harm, while preserving local control through voluntary participation.

Preventing ONE ransomware incident offsets the resources for LB599/AM2509.

The Work - 599/2509

- Establish Framework / Policies
- Measure Security Levels
- Collect Incident Data
- Organize Response Efforts
- Coordinate Group Purchases
- Prevention Training
- Deploy Products/Services
- Keeps insurance rates down!!**



Nebraska schools do not have to face cyber threats alone.

The Threat

36,000
attempts per second
THOUSANDS
every day

FortiGuard labs, 2024

WITHOUT COORDINATION

\$5-12 Million In Cyber Attacks

- Duplicative spending for 240+ districts
- Higher Cyber insurance premiums
- Higher purchase price for tools

WITH COORDINATION

40% less paid to attackers

The cost of prevention is lower than the cost of recovery.

- Reduced duplication of tools and services
- Shared expertise
- Bulk purchase discounts
- Statewide training and support

*National Data



K-12 Cybersecurity

LB 599 AM 2509

Why Now?



Schools are **already** under attack, and the cost of waiting is too high.

- **Phishing**
- **Financial Fraud**
- **Ransomware**
- **Data Breaches**



- Online instruction **vulnerable**
- Online building security **defenseless**
- Instructional time **lost**
- Student, parent, and staff financial information **exposed**
- Students exposed to **exploitation**
- Student health and education records **unlocked**
- Tax dollars pulled **away** from students and classrooms

Impact on Schools

\$50,000 → **> \$1,000,000**

Cost Per Incident

\$548,185

Operational downtime cost per day

\$7,000,000,000 +
Ransomware + downtime costs

National - PowerSchool Cybersecurity Cost Guide and Comparitech

Every cyber attack avoided is local property tax \$\$ saved!

Damage to Nebraska, reported 2025

Broken Bow

\$1,800,000

Ransomed

\$700,000

Recovered



Kearney

Special education student names, addresses, disabilities, medicaid IDs

District's network, phones & computers disrupted for about one week

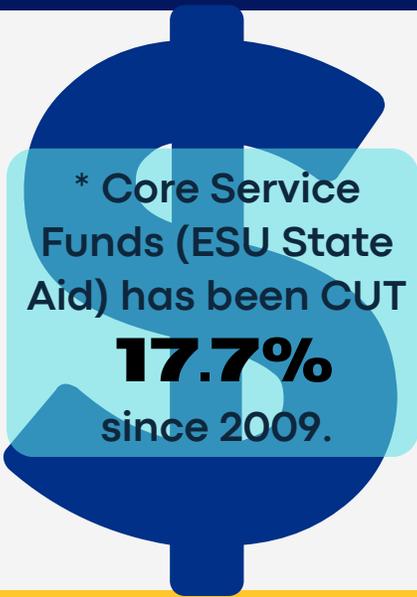
Staff SSNs, driver's licenses, bank/routing information

Cost not reported



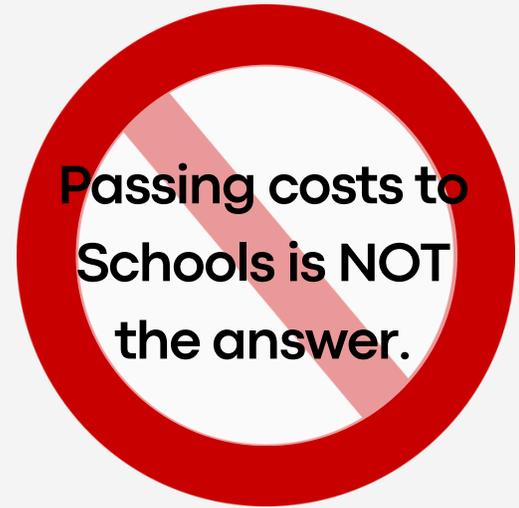
LB 1219

What does a property tax lid do to ESUs?



Reduce or Eliminate

- Cybersecurity
- Data Privacy
- Suicide Prevention Support
- Mental Health Support
- STEM Maker Space Labs
- Robotics
- Science Olympiad
- Quiz Bowl
- Non-Public School Support



2023-2026
LB 1219 Calculated
Lost Revenue

\$7,498,838



Estimated
2027-2031
Lost Revenue

\$16,248,590



The caps in LB 1219, coupled with the cuts to ESU Core Service Funds (state aid) would devastate the work the ESUs do for the Legislature.

Services ESUs Provide are Required by Legislature

- Staff Development Support
- Curriculum and Instructional Materials Support
- Technology Support



LB 1219

ESU would CUT or ELIMINATE essential services...

Student Services at Risk

Services such as audiology, birth to 5 services coordination, technology support, special education, and life skills programming could be reduced if there is no funding for those.

Staffing at Risk

Because most district spending is tied to personnel, costs above the cap would likely force staffing reductions.

Literacy Support Reduced

Positions in professional development tied to literacy implementation would likely be reduced to only that which is required, even as state expectations and school needs continue to grow.

Mental Health Services Shifted to Schools

Mental health services would likely move to a fee-based model or be reduced, placing added pressure on districts without reducing overall need. Services such as counseling, behavioral support, and crisis response for students and families in rural communities.

Implementation Reduced

Intentional move away from hands-on implementation support and become more of an information-sharing organization, leaving schools with less direct help.

District Services Reduced or Shifted Locally

Services to districts would likely decline, or districts would need to absorb substantial new costs to maintain current support levels.

Cybersecurity & Technology Impacted

Support for cybersecurity, internet, and filtering would weaken as equipment replacement is delayed and resources tighten.

Safety & Security Delayed

Building safety and security improvements would likely be postponed, increasing risk for students and staff.

Wages & Benefits Under Pressure

LB 1219 would make it much harder for ESUs to provide competitive wage increases. As insurance and other employment costs rise faster than 2%, employees would likely see smaller raises or higher benefit costs.

LB 1219
Undermines ESU Efficiency
ESUs were created to help districts save money through shared services. Limiting levy authority weakens that model and shifts costs back to schools.

ESU Work is the Legislature's Direction



Who will do the work if ESUs do not?



ESUCC
Information Services Committee Meeting
Tuesday, March 17, 2026, 3:30 PM
ESU 10 plus Zoom, 76 Plaza Blvd, Kearney, NE 68845

Attendance Taken at 3:31 PM.

| | |
|-------------------------------|---------|
| Mitch Hoffer (ESU 02): | Present |
| Gregg Robke (ESU 04): | Present |
| Dr. Brian Maschmann (ESU 06): | Present |
| Corey Dahl (ESU 08): | Present |
| James McGown (ESU 16): | Present |

1. Call to Order

This is a committee of the Educational Service Unit Coordinating Council. The chairperson or designee will call the committee meeting to order. Per Policy 1008, "Committees shall not have legislative or administrative functions, except as specifically authorized by the Board. All matters except those of routine or emergency nature may be referred to a committee before action by the Board...Summaries of all committee meetings shall be reported to the Board for its information, recording and possible action, as directed by the Board." No formal action will be taken in committee meetings, although recommendations for such action may be made by the committee to the Board.

The Information Services Committee Meeting was called to order at 3:31pm.

1.1. Roll call

2. K-12 Cybersecurity Updates

CIO Isaacson will provide the board with information specific to the statewide effort around K12 cybersecurity.

ESUCC CIO Scott Isaacson reviewed the attached Cybersecurity Report 2026-03 document.
ESUCC CEO Dr. Polk provided an update on legislation regarding LB 599 and LB 1219.

3. SRS Improvement Strategy Update

ESUCC Assistant Tech Director, Todd Hatcher, will provide a SRS Improvement Strategy Update.

ESUCC Assistant Tech Director, Todd Hatcher, reviewed the attached SRS Modernization and AI Roadmap document.

4. ESU Professional Development Organization (PDO) and Affiliate Reports

4.1. Network Operations Coordinator (NOC)

Ben Wilson, NOC Chair, attended the meeting. There is no NOC update for this meeting.

5. Chief Executive Officer (CEO) Report

CEO Report to the Board - March 2026

ESUCC CEO Dr. Polk reviewed the attached CEO Report to the Board - March 2026 document.

5.1. Technology Division

ESUCC CIO Scott Isaacson reviewed the attached Tech Division Report 2026-03 document.

5.2. Teaching and Learning Division

ESUCC CLO Andrew Easton reviewed the attached Teaching & Learning ESUCC Info Services Committee Report-3.12.2026 document.

6. Next Meeting Agenda Items

7. Adjournment

The Information Services Committee Meeting adjourned at 4:37pm.

Minutes respectfully submitted by Executive Secretary to the CEO, Mindy Reed.