



Regular Board of Directors

Educational Service Unit 7, Oak Room

2657 44th Avenue

Columbus, NE 68601-8537

Thursday, September 13, 2018 at 5:30 PM

Attendance Taken at 5:30 PM.

Joyce Baumert: Present
 Marni Danhauer: Absent
 Donald Ellison: Present
 Terry Fusco: Present
 Dan Hoesly: Present
 Doug Kluth: Present
 Richard Luebbe: Present
 Jennifer Miller: Absent
 Doug Pauley: Present
 Richard Stephens: Present
 Gary Wieseler: Present
 Jack Young: Absent
 Present: 9, Absent: 3.

{{Name: Agenda Item Name}}

{{Rationale: Agenda Item Rationale}}

{{Actions: Agenda Item Actions}}

{{Discussion: Agenda Item Discussion}} {{AgendaItemEnd}}

1. **Call the meeting to order**

2.

3. **LEADERSHIP • SERVICE • SUPPORT**

4.

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

6. hearing was open to the attendance of the public.

1. Notification of Open Meetings Law

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

3.

4. **Roll Call**

Roll call was taken at: 5:30

Staff present:

Larianne Polk, Administrator

Linda Shefcyk, Business Manager

Katy McNeil, Secretary to the Board of Directors

Marci Ostmeyer, Professional Development Director

Darus Mettler, Special Education Director

Dan Ellsworth, Network Operations Director

1. Board Absences

2. Jennifer Miller will be absent for work travel.

Jack Young will be absent for family travel.

Marni Danhauer will be absent for family reasons.

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

3.

4. Board Member absences as presented Passed with a motion by Doug Kluth and a second by Dan Hoesly.

5. Marni Danhauer:

6. Absent

7. Jennifer Miller:

8. Absent

9. Jack Young:

10. Absent

11. Joyce Baumert:

12. Yea

13. Donald Ellison:

14. Yea

15. Terry Fusco:

16. Yea

17. Dan Hoesly:

18. Yea

19. Doug Kluth:

20. Yea

21. Richard Luebbe:	22. Yea
23. Doug Pauley:	24. Yea
25. Richard Stephens:	26. Yea
27. Gary Wieseler:	28. Yea
29. Yea: 9, Nay: 0, Absent: 3	
30.	

5. Pledge of Allegiance

All members present participated in the Pledge of Allegiance.

7. **Public Forum**

1. Welcome Visitors

No visitors were present.

2. Public Comment

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

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

Public Participation in Board Meetings **Policy 1.02.02**

No public comments provided.

8. Approval of Agenda

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

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

10.

11.

12.

13.

14.

15.



16.

17. Agenda as presented Passed with a motion by Terry Fusco and a second by Gary Wieseler.

18. Marni Danhauer: 19. Absent

20. Jennifer Miller: 21. Absent

22. Jack Young: 23. Absent

24. Joyce Baumert: 25. Yea

26. Donald Ellison: 27. Yea

28. Terry Fusco: 29. Yea

30. Dan Hoesly: 31. Yea

32. Doug Kluth: 33. Yea

34. Richard Luebbe: 35. Yea

36. Doug Pauley: 37. Yea

38. Richard Stephens: 39. Yea

40. Gary Wieseler: 41. Yea

42. Yea: 9, Nay: 0, Absent: 3

43.

44. **Consent Agenda**

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

46. 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.

47. Consent Agenda Includes:

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

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

49.

50. Consent agenda as presented Passed with a motion by Joyce Baumert and a second by Doug Pauley.

51. Marni Danhauer: 52. Absent

53. Jennifer Miller: 54. Absent

55. Jack Young: 56. Absent

57. Joyce Baumert: 58. Yea
 59. Donald Ellison: 60. Yea
 61. Terry Fusco: 62. Yea
 63. Dan Hoesly: 64. Yea
 65. Doug Kluth: 66. Yea
 67. Richard Luebbe: 68. Yea
 69. Doug Pauley: 70. Yea
 71. Richard Stephens: 72. Yea
 73. Gary Wieseler: 74. Yea
 75. Yea: 9, Nay: 0, Absent: 3
 76.

1. Minutes

2. **This is a consent item.**

3.

4. Treasurer's Report

This is a consent item.

5. Presentation of Bills #67778 through #67917 totaling \$767,980.61

6. The summary of bills for the current month total: \$767,980.61 - Bills #67778 through #67917

7. Inservice bills total: \$ 0

SPED Arrears: None

8. TECH Arrears: Clarkson \$12.50

9. Check #	10. Amount	11. Vendor	12. Description
13. 67791	14. \$15,755.04	15. Boone Central	16. Title I Reimbursemen
17. 67798	18. \$6,190.84	19. Capital One Bank	20. Travel - AESA/Migi supplies
21. 67805	22. \$15,846.78	23. Clarkson Public School	24. Title I and Title II R
25. 67807	26. \$8,176.35	27. Cross Co. Public Schools	28. Title I Reimbursemen
29. 67810	30. \$9,237.39	31. Eakes Office Solutions	32. Copier maintenanc
33. 67811	34. \$21,403.54	35. East Butler Public	36. Title 1 Reimbursen

		School	
37. 67829	38. \$12,686.60	39. Howells-Dodge	40. Title 1 Reimbursen
41. 67830	42. \$22,092.75	43. Humphrey Public	44. Title 1/Title II Reim
45. 67847	46. \$7,100.00	47. Marzano Research Laboratory	48. Title IIA Consultant
49. 67852	50. \$41,892.00	51. NASB ALICAP	52. Workers Comp/ Pr Insurance
53. 67860	54. \$31,015.54	55. Palmer Public School	56. Title I and Account Reimbursemen
57. 67876	58. \$7,338.80	59. DAS State Accounting- Finance	60. Network Service C

61.

This is a consent item.

62.

63. District Technology Coordinator Resignation

Resignation of Lenette Sprunk, District Technology Coordinator.

77. Action Items

1. 2018-2019 Contract for District Technology Coordinator

2. Jason Trotter will be joining the technology team as a District Technology Coordinator. Jason comes to us from Central Community College where he recently helped students and staff with their technical and distance learning needs. Jason served our country in the Army. I'm looking forward to how he will serve the ESU 7.

3.

4. 2018-2019 Contract for District Technology Coordinator as presented Passed with a motion by Dan Hoesly and a second by Gary Wieseler.

5. Marni Danhauer: 6. Absent

7. Jennifer Miller: 8. Absent

9. Jack Young: 10. Absent

11. Joyce Baumert: 12. Yea

13. Donald Ellison: 14. Yea

15. Terry Fusco: 16. Yea

17. Dan Hoesly: 18. Yea
19. Doug Kluth: 20. Yea
21. Richard Luebbe: 22. Yea
23. Doug Pauley: 24. Yea
25. Richard Stephens: 26. Yea
27. Gary Wieseler: 28. Yea
29. Yea: 9, Nay: 0, Absent: 3
30.

31. Reading of Article III, Section 4, A through E and Article III, Section 5, A through E

32. **Recommendation:** Discuss, consider and take all necessary action to approve Article III, Section 4, A through E and Article III, Section 5, A through E as presented.
33.

34. Article III, Section 4, A through E and Article III, Section 5, A through E as presented.
Passed with a motion by Doug Pauley and a second by Dan Hoesly.

35. Marni Danhauer: 36. Absent
37. Jennifer Miller: 38. Absent
39. Jack Young: 40. Absent
41. Joyce Baumert: 42. Yea
43. Donald Ellison: 44. Yea
45. Terry Fusco: 46. Yea
47. Dan Hoesly: 48. Yea
49. Doug Kluth: 50. Yea
51. Richard Luebbe: 52. Yea
53. Doug Pauley: 54. Yea
55. Richard Stephens: 56. Yea
57. Gary Wieseler: 58. Yea
59. Yea: 9, Nay: 0, Absent: 3
60.

Administrator Polk provided additional information on Article III, Section 4, B: Borrowing, Article III, Section 4, D: Coffee Act, Article III, Section 5, D: Construction Projects and Article III, Section 5, E: Equipment, Materials and Supplies.

61. Warehouse Renovation Professional Services Agreement

62. Attached is RVW's fee proposal for professional services related to the professional engineering and design services required for the design development, construction document, bidding and contract administration phase services required for the Warehouse Renovation Project.
63.

64. Approval of the Warehouse Renovation Professional Services Agreement as presented
Passed with a motion by Joyce Baumert and a second by Doug Pauley.

65. Marni Danhauer:	66. Absent
67. Jennifer Miller:	68. Absent
69. Jack Young:	70. Absent
71. Joyce Baumert:	72. Yea
73. Donald Ellison:	74. Yea
75. Terry Fusco:	76. Yea
77. Dan Hoesly:	78. Yea
79. Doug Kluth:	80. Yea
81. Richard Luebbe:	82. Yea
83. Doug Pauley:	84. Yea
85. Richard Stephens:	86. Yea
87. Gary Wieseler:	88. Yea
89. Yea: 9, Nay: 0, Absent: 3	
90.	

Administrator Polk presented the Warehouse Renovation Professional Services Agreement and gave an update on the timeline moving forward with the EBHP project.

91. Resolution for Tax Asking and Final Levy

92. **Recommendation:** Discuss, consider and take any necessary action to approve the Tax Asking and Final Levy Resolution as presented.

93.

94. Tax Asking and Final Levy Resolution as presented Passed with a motion by Doug Kluth and a second by Doug Pauley.

95. Marni Danhauer:	96. Absent
97. Jennifer Miller:	98. Absent
99. Jack Young:	100. Absent
101. Joyce Baumert:	102. Yea
103. Donald Ellison:	104. Yea
105. Terry Fusco:	106. Yea
107. Dan Hoesly:	108. Yea
109. Doug Kluth:	110. Yea
111. Richard Luebbe:	112. Yea
113. Doug Pauley:	114. Yea
115. Richard Stephens:	116. Yea
117. Gary Wieseler:	118. Yea
119. Yea: 9, Nay: 0, Absent: 3	
120.	

121. Adoption of the 2018-2019 Budget

122. **Recommendation:** Discuss, consider and take any action necessary to approve the 2018-2019 Budget as presented.

123.

124. Adoption of the 2018-2019 Budget as presented Passed with a motion by Terry Fusco and a second by Joyce Baumert.

125. Marni Danhauer: 126. Absent

127. Jennifer Miller: 128. Absent

129. Jack Young: 130. Absent

131. Joyce Baumert: 132. Yea

133. Donald Ellison: 134. Yea

135. Terry Fusco: 136. Yea

137. Dan Hoesly: 138. Yea

139. Doug Kluth: 140. Yea

141. Richard Luebbe: 142. Yea

143. Doug Pauley: 144. Yea

145. Richard Stephens: 146. Yea

147. Gary Wieseler: 148. Yea

149. Yea: 9, Nay: 0, Absent: 3

150.

Administrator Polk shared the budget summary documents with the Board.

78. **Discussion Items**

79.

80.

1. Labor Relations Conference Report

Board Member Richard Stephens will report on learnings from the Labor Relations Conference.

Board member Stephens gave an overview of his experiences at Labor Relations Conference. He will share his materials for the Board next time he is in town.

2. Administrator's Report

3. Facilities Update

ESUCC Update

- ESUCC Coop Purchasing Report - Attached for your Review

4. AESA Call to Action - Washington DC

Updates to Board Member Contact Information
State Education Conference Attendance

- Registration opened 9/12
- Rooms are booked on 9/24. Registration must be completed prior to booking rooms
- There will be a room where Administrator Polk will report on findings after hours at conference.

5. Administrator's Goals - Attached for your Review
Quarterly Report and Scorecard

6.

ESUCC Update:

- Administrator Polk shared information with the Board regarding ESUCC Cooperative Purchasing Savings. The savings amounts will be included in SIMPL for the Value Add Study.
- The ESUCC is working on 5 Bold Steps:
 1. Establishing NDE/ESUCC Communication Parameters
 2. Creating a Services Inventory for the State (SIMPL) by the end of 18-19
 3. Statewide Value-Add Process by January 2019
 4. Standards for ESUs which would equate to accreditation tool
 5. Value-Proposition elevator speech: What do we want to share about ESUs with the state

7. Administrator Polk shared her quarterly report.

Administrator Polk reviewed upcoming events with the Board.

The Board Evaluation Committee Chair, Doug Pauley, informed the Board regarding Administrator Evaluation documents and that they will be arriving in their email in the next few days.

81. Adjournment

Meeting adjourned at 6:17pm.

Minutes respectfully submitted by Katy McNeil, Recording Secretary to the Board.

1.02.02 Public Participation in Board Meetings

The Board recognizes the importance of citizen participation in Educational Service Unit 7 matters. In order to assure citizens are heard and Board meetings are conducted efficiently and in an organized manner, the Board shall set time aside for citizen participation, either at a specific time during the meeting or during the discussion of agenda items. The Board has the discretion to limit the amount of time set aside for public participation.

If the pressure of business or other circumstances dictates, the Board President may decide to eliminate this practice at a particular meeting. The Board President will recognize these individuals to make their comments at the appropriate time. The orderly process of the Board meeting shall not be interfered with or disrupted. Only those speakers recognized by the Board President shall be allowed to speak. Comments by others are out of order. If disruptive, the individual making the comments or another individual causing disruption may be asked to leave the Board meeting.

Citizens wishing to address the Board on a certain agenda item must notify the Educational Service Unit 7 Administrator prior to the Board meeting. Citizens wishing to present petitions to the Board may do so at this time. However, the Board will only receive the petitions and not act upon them or their contents.

Subjects for comment should involve areas within the Board's proper responsibility. Discussion on unrelated matters is discouraged.

Individuals who have a complaint about employees may bring their complaint to the Board only after they have followed Board policy addressing citizens' complaints. Any written or printed materials to be circulated for a meeting of the Educational Service Unit 7 Board must be submitted to the Educational Service Unit 7 Administrator five (5) calendar days prior to the meeting. This material will be transmitted to the members of the Board for their consideration.

(Adopted May 17, 2010)

(Revised May 21, 2012)

(Revised December 19, 2016)



Regular Board of Directors Meeting

Educational Service Unit 7, Oak Room

2657 44th Avenue

Columbus, NE 68601-8537

Monday, August 20, 2018 at 5:30 PM

Attendance Taken at 5:34 PM.

Joyce Baumert: Present

Marni Danhauer: Present

Donald Ellison: Present

Terry Fusco: Absent

Dan Hoesly: Absent

Doug Kluth: Present

Richard Luebbe: Absent

Jennifer Miller: Present

Doug Pauley: Present

Richard Stephens: Present

Gary Wieseler: Present

Jack Young: Present

Present: 9, Absent: 3.

1. Call the meeting to order

Rationale:

LEADERSHIP • SERVICE • SUPPORT

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

1.1. Notification of Open Meetings Law

Rationale:

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

1.2. Roll Call

Discussion: Roll call was taken at: 5:34pm

Staff present:

- Larianne Polk, Administrator
- Linda Shefcyk, Business Manager
- Katy McNeil, Secretary to the Board of Directors
- Marci Ostmeyer, Professional Development Director
- Darus Mettler, Special Education Director
- Dan Ellsworth, Network Operations Director

1.2.1. Board Absences

Rationale:

Terry Fusco will be absent for personal reasons.

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

Action(s):

Board Member absences as presented Passed with a motion by Richard Stephens and a second by Doug Kluth.

Voting Detail:

Terry Fusco:	Absent
Dan Hoesly:	Absent
Richard Luebbe:	Absent
Joyce Baumert:	Yea
Marni Danhauer:	Yea
Donald Ellison:	Yea
Doug Kluth:	Yea
Jennifer Miller:	Yea
Doug Pauley:	Yea
Richard Stephens:	Yea
Gary Wieseler:	Yea
Jack Young:	Yea

Discussion: Richard Luebbe, Terry Fusco and Dan Hoesly were absent for personal reasons.

1.3. Pledge of Allegiance

Discussion: All members present participated in the Pledge of Allegiance.

2. Public Forum

2.1. Welcome Visitors

Discussion: No visitors were present.

2.2. Public Comment

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

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

Discussion: No public comments provided.

3. Approval of Agenda

Rationale:

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

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

Action(s):

Agenda as presented Passed with a motion by Doug Pauley and a second by Jack Young.

Voting Detail:

Terry Fusco:	Absent
Dan Hoesly:	Absent
Richard Luebbe:	Absent
Joyce Baumert:	Yea
Marni Danhauer:	Yea
Donald Ellison:	Yea
Doug Kluth:	Yea
Jennifer Miller:	Yea

Doug Pauley:	Yea
Richard Stephens:	Yea
Gary Wieseler:	Yea
Jack Young:	Yea

4. Consent Agenda

Rationale:

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

Consent Agenda Includes:

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

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

Action(s):

Consent agenda as presented Passed with a motion by Joyce Baumert and a second by Gary Wieseler.

Voting Detail:

Terry Fusco:	Absent
Dan Hoesly:	Absent
Richard Luebbe:	Absent
Joyce Baumert:	Yea
Marni Danhauer:	Yea
Donald Ellison:	Yea
Doug Kluth:	Yea
Jennifer Miller:	Yea
Doug Pauley:	Yea
Richard Stephens:	Yea
Gary Wieseler:	Yea
Jack Young:	Yea

4.1. Minutes

Rationale:

This is a consent item.

4.2. July 2018 Treasurer's Report

Rationale: This is a consent item.

4.3. August 2018 Treasurer's Report

4.4. July 2018 Bills: Total \$908,001.04 - Bills #67461-67625

Rationale:

The summary of bills for the current month total of \$957,150.32 - Bills #65583-65772.

Inservice Bills Total: \$15.58 Schuyler Summer School

SPED Arrears: \$0

Tech Arrears: \$0

Check #	Amount	Vendor	Description
67466	\$17,971.50	Amazon	SPED/Grant/Core/Tech Supplies
67469	\$5,100.00	Ann Fetter	Title II Math Training Consultant
67475	\$100,985.42	BOK Financial	Tech Bond repayment and interest/fees
67484	\$19,322.51	Capital One	Travel and Perkins equipment for schools
67487	\$8,428.00	CDW-G	School Tech Equipment flow through
67489	\$44,287.34	Central City Public School	Title I and Title II Reimbursement
67490	\$7,350.00	CEV Multimedia	Perkins Family & Consumer Licenses
67504	\$7,063.06	Days Inn & Suites	Migrant Binational teacher lodging
67507	\$16,494.20	Eakes Office Solutions	Copier Maintenance
67523	\$7,032.82	High Plains Comm. + Schools	Title I and Title II Reimbursement
67527	\$16,148.46	Howells-Dodge Consolidated	Title I and Title II Reimbursement
67538	\$4,944.75	Kiddie Cab	Migrant/Cen7ter Student Transportation
67542	\$5,842.52	Lakeview Community Schools	Title II Reimbursement
67572	\$6,823.25	Promo Direct	Early Learning Grant - Tangle Junior Puzzle
67577	\$9,175.00	Rockler Woodworking & Hardware	Perkins Supplies for schools
67578	\$15,050.00	RVW Inc.	Architect services for warehouse
67587	\$6,920.77	Streakwave Wireless, Inc.	Tech Bond equipment
67595	\$11,278.42	Twin River Public School	Title II Reimbursement

4.5. August 2018 Bills # 67626 through #67777 totaling \$917,149.11

Rationale:

The summary of bills for the current month Bills # 67626 through #67777 totaling \$917,149.11.

Inservice bills total: \$ 35.58

SPED Arrears: 0

TECH Arrears: 0

Check #	Amount	Vendor	Description
67629	\$6,230.00	AESA Regisitation	Board/Staff AESA registrations
67634	\$19,755.00	Apple Computer Inc.	Computers for Schools flow through
67646	\$12,385.46	CDW-G	School Tech Equipment flow through
67648	\$15,463.86	Central City Public School	Title I Reimbursement
67654	\$8,652.33	Cross Co. Public Schools	Title I Reimbursement
67659	\$54,738.59	Eakes Office Solutions	Two new copiers and maint. for Production
67665	\$12,562.22	ESU 2	NNNC Quarterly expenses
67680	\$46,626.00	Kagan Professional Development	Kagan Coop learning
67686	\$31,886.83	Lakeview Community Schools	Title I and Title III Reimbursement
67722	\$9,151.47	NE ESU Coop Purchasing	World Book Online/Ebooks Subscriptions
67726	\$58,432.00	On to College	Title I and Title II Reimbursement
67727	\$10,479.39	Osceola Public School	Title I Reimbursement
67740	\$19,116.75	Shelby-Rising City	Title I/Accountability Reimbursement
67747	\$8,495.00	Tek Data Systems	TOMMS/S System Support
67748	\$14,154.10	ThinkMap	Visual Thesaurus Online Edition
67749	\$59,484.06	Twin River Public School	Title I/Accountability Reimbursement

This is a consent item.

4.6. 2018-2019 Mileage Allowance

Rationale:

As per Policy 3.14 Mileage Allowance, the Board shall approve the mileage rate in the August meeting. The ESU Master Negotiated Agreement stipulates all employees covered by the agreement shall receive mileage compensation at the IRS approved reimbursable rate. Currently, all of our employees are compensated at the same rate, \$.545.

Recommendation: Discuss, consider, and take any action necessary to approve the mileage rate per Policy 3.14.

4.7. Authorized Depositories

Rationale:

Board Policy 1.09, Authorized Depositories, Bonds, Disbursement of Funds requires the ESU 7 Board to annually authorize depositories for ESU 7 Funds. The checking accounts are currently at First National Bank and Trust, Columbus. The Board authorizes the Administrator and Board Treasurer to contact banks in the ESU area to invest money at the best rate. Current investments are listed in the Treasurer's Report.

This is a consent item.

4.8. Nebraska Rural Community Schools Association (NRCSA) Dues

Rationale:

The Nebraska Rural Community Schools Association is a non-profit organization dedicated to serving the needs of rural schools and communities. Since 1981, NRCSA has been committed to protecting the well-being of public education and implementing its mission of providing quality education for all children.

NRCSA is an Association consisting of 195 school districts and ESU's in Nebraska working together to support and promote quality educational programs for students in rural Nebraska. Through its members NRCSA serves the interests of over 75,000 children in 88 counties and 24 legislative districts.

4.9. 2018-2019 Contracts for 3 Paraprofessionals

Rationale: Angie Beckman, Bridget Nuttelman, and Harriet Kibalya will be joining the Cen7ter Team as Paraprofessionals. All three are passionate about working with students with disabilities and helping them to develop their skills.

4.10. 2018-2019 Contract for Early Childhood Special Education Teacher and a Teacher of the Deaf and Hard of Hearing

Rationale: Cassie Krings

Cassie will be joining our ESU 7 team with a dual role. She will be an Early Childhood Special Education Teacher and a Teacher of the Deaf and Hard of Hearing. She received her special education K-8 Unified Early Childhood from Drake University. Her Deaf/Hard of Hearing degree is from UNL. Cassie is driven to support students through empowering children and their families through excellent programming.

4.11. 2018-2019 Grant Contract for Autism Spectrum Disorders

Rationale:

2018-2019 Contract for Sonja Chatfield-Peetz, Autism Spectrum Disorders Grant Coordinator.

4.12. Contract Amendment for School Psychologist

Rationale: Jackie Ternus, a current School Psychologist, will be moved from .50 FTE to .60 FTE to meet the needs of school districts for increased time.

5. Action Items

5.1. Recognition of the ESU 7 Education Association

Rationale:
Recognition of the ESU 7 Education Association (ESU7EA) was requested by ESU7EA Chair, Brandy Rose. The ESU7EA requests to be recognized as the exclusive bargaining agent to non-supervisory certificated staff for the 2020-2021 contract year.

Action(s):
Recognition of the ESU7EA as the exclusive bargaining agent for non-supervisory certificated staff for 2020-2021
Passed with a motion by Jack Young and a second by Doug Pauley.

Voting Detail:

Terry Fusco:	Absent
Dan Hoesly:	Absent
Richard Luebbe:	Absent
Joyce Baumert:	Yea
Marni Danhauer:	Yea
Donald Ellison:	Yea
Doug Kluth:	Yea
Jennifer Miller:	Yea
Doug Pauley:	Yea
Richard Stephens:	Yea
Gary Wieseler:	Yea
Jack Young:	Yea

5.2. Reading of Article III, Section 1 A through F, Article III, Section Section 2 A through B, Article III, Section III A through F, and Policy 3.19

Rationale:
Recommendation: Discuss, consider and take all necessary action to approve Article III, Section 1 A through F, Article III, Section Section 2 A through B, Article III, Section III A through F and Policy 3.19 as presented.

Action(s):
Article III, Section 1 A through F, Article III, Section Section 2 A through B, Article III, Section III A through F and Policy 3.19 as presented
Passed with a motion by Jack Young and a second by Joyce Baumert.

Voting Detail:

Terry Fusco:	Absent
Dan Hoesly:	Absent
Richard Luebbe:	Absent
Joyce Baumert:	Yea
Marni Danhauer:	Yea
Donald Ellison:	Yea
Doug Kluth:	Yea
Jennifer Miller:	Yea
Doug Pauley:	Yea
Richard Stephens:	Yea
Gary Wieseler:	Yea
Jack Young:	Yea

5.3. Non-Member Contract for Services

Rationale: Board Policy requires the Board to annually approve a Non-Member School Contract for Services Agreement.

Article III, Section 1, D. Requests, Cost, and Payment

Recommendation: Discuss, consider and take any action necessary to approve the Non-Member Contract for Services as presented.

Action(s):

Non-Member Contract for Services as presented Passed with a motion by Joyce Baumert and a second by Jennifer Miller.

Voting Detail:

Terry Fusco:	Absent
Dan Hoesly:	Absent
Richard Luebbe:	Absent
Joyce Baumert:	Yea
Marni Danhauer:	Yea
Donald Ellison:	Yea
Doug Kluth:	Yea
Jennifer Miller:	Yea
Doug Pauley:	Yea
Richard Stephens:	Yea
Gary Wieseler:	Yea
Jack Young:	Yea

5.4. ESU 7 Non Certificated Job Descriptions

Rationale: Board Policy 3.15 requires the ESU 7 Board to approve a written general job description and the qualification criteria for each adopted classified position. Attached are links to the Non-Certificated/Classified ESU 7 Job

descriptions. Board Policy 1.05.01 states a new job description or alterations in an existing position must be approved by the Administrator.

Paper copies of all job descriptions can be found at the principle office of the Administrator. Available upon request.

Recommendation: Discuss, consider and take any action necessary to approve the Non-Certificated/Classified Staff Job Descriptions as presented.

Action(s):

Non-Certificated/Classified Staff Job Descriptions as presented Passed with a motion by Doug Kluth and a second by Doug Pauley.

Voting Detail:

Terry Fusco:	Absent
Dan Hoesly:	Absent
Richard Luebbe:	Absent
Joyce Baumert:	Yea
Marni Danhauer:	Yea
Donald Ellison:	Yea
Doug Kluth:	Yea
Jennifer Miller:	Yea
Doug Pauley:	Yea
Richard Stephens:	Yea
Gary Wieseler:	Yea
Jack Young:	Yea

6. Discussion Items

Rationale:

6.1. Educational Behavioral Health Program Updates

Rationale: Monthly updates to the Board regarding the status of the Educational Behavioral Health Program will be provided during this item.

Discussion: ESU 7 School Districts are aware of the progress with the program. Probable Opinion of Cost is complete and has been shared with the Budget Committee.
The Budget Committee will make recommendations regarding the Interlocal Agreement and finishing additional classrooms later in this agenda.

6.2. Budget Committee Report

Rationale: Doug Pauley will present an overview of Budget Committee discussions from the last month.

Topics of discussion were:

- Review the Probable Opinion of Cost
- Discuss finishing each classroom and prepare recommendation to the Board
- Discuss Interlocal Agreement and prepare recommendation to the Board

Action(s):

The Board Budget Committee recommendation for the EBHP Remodel Project to include finished classrooms 102 and 108 Passed with a motion by Doug Pauley and a second by Jack Young.

Voting Detail:

Terry Fusco:	Absent
Dan Hoesly:	Absent
Richard Luebbe:	Absent
Joyce Baumert:	Yea
Marni Danhauer:	Yea
Donald Ellison:	Yea
Doug Kluth:	Yea
Jennifer Miller:	Yea
Doug Pauley:	Yea
Richard Stephens:	Yea
Gary Wieseler:	Yea
Jack Young:	Yea

Recommendation to approve the Interlocal Agreement for the Special Education Building Project as presented Passed with a motion by Doug Pauley and a second by Gary Wieseler.

Voting Detail:

Terry Fusco:	Absent
Dan Hoesly:	Absent
Richard Luebbe:	Absent
Richard Stephens:	Nay
Joyce Baumert:	Yea
Marni Danhauer:	Yea
Donald Ellison:	Yea
Doug Kluth:	Yea
Jennifer Miller:	Yea
Doug Pauley:	Yea
Gary Wieseler:	Yea
Jack Young:	Yea

Discussion: Doug Pauley gave recommendations from the Budget Committee to move forward with the fee structure and finishing classrooms 102 and 108. Clarifying questions were asked of and answered by the committee regarding each option for school district contributions to the project.

6.3. Budget Hearing and Budget Summary are scheduled for September 13, 2018 in the Oak Room at 5:15pm

Rationale:

Budget Hearing and Budget Summary are scheduled for September 13, 2017 in the Oak Room at 5:15pm

6.4. The Final Tax Asking Hearing has been set for September 13, 2018 at 5:25pm in the Oak Room.

Rationale:

The Final Tax Asking Hearing has been set for September 13, 2018 at 5:25pm in the Oak Room.

6.5. Board Member Awards of Achievement

Rationale: NASB’s Annual Area Membership Meetings will begin at the end of August giving NASB the opportunity to recognize school board and ESU board members for achieving new levels of success during the recent Awards year. Board members are awarded for their participation in NASB Programs and Services as well as attendance at NASB workshops and events.

Please take a minute to review the attached report for the board member achievements from your school district/ESU for accuracy.

Please register with Katy to attend an Area Membership Meeting to accept your award.

Point Award - Level III	Baumert, Joyce	325 (250)
Point Award - Level III	Hoesly, Dan	315 (250)
Point Award - Level III	Luebbe, Richard	285 (250)
Point Award - Level III	Young, Jack	270 (250)
Point Award - Level IV	Fusco, Terry	380 (350)
Point Award - Level V	Wieseler, Gary	550 (500)
Point Award - Level VI	Stephens, Richard	840 (750)

6.6. Administrator's Report

Rationale:

Facilities Update

Administrator's Goals - Attached for your Review

Governor Recognition of ESU 7 Wellness Participation - Award Letter is Attached

Certificated/Professional Staff Job Descriptions (See Article I, Section 6, C Attached) - Available for review via link.
Upcoming Events:

- Labor Relations Conference: 9/6-9/6 in Lincoln

- Area Membership Meetings:
- AESA 2018: 11/29-12/1 in Colorado Springs

Discussion: Facilities Updates:

- Mold has been removed.
- Racks have been removed.
- Drywall has begun.
- Sorting for trash, storage onsite and offsite have been ongoing.
- Target date before bids take place.

Governor's Wellness Sower Award:

- Linda gave an overview of the Governor's Wellness Sower Award and programs that our staff participate in.
- Administrator Polk will participate in an interview with the Telegram regarding ESU 7 Wellness participation.

Need to schedule a meeting for Negotiations/Budget Committee Meeting for October to discuss the budgeting and negotiation processes.

7. Adjournment

Discussion: Meeting adjourned at 6:42pm.

Minutes respectfully submitted by Katy McNeil, Secretary to the ESU 7 Board of Directors

Aug. '18 Treasurer Report

Beginning Balance AUGUST 1, 2018				\$94,853.40		
RECEIPTS						
Property taxes			\$27,819.36			
SPED			\$424.35			
General/Flow Through			\$101,857.03			
Grants			\$376,854.90			
TOTAL RECEIPTS			\$506,955.64	\$506,955.64		
				\$601,809.04		
Transfer to Money Market				\$400,000.00	+	
Total Funds Available				\$1,001,809.04		
DISBURSEMENTS:						
General Fund			\$361,293.22			
SPED			\$223,132.99			
Grants			\$331,966.30			
Total DISBURSEMENTS Check #67461 thru #67625			\$916,392.51	\$916,392.51	-	
Ending balance, AUGUST 31, 2018				\$85,416.53		
Checking balance						\$85,416.53
Money Market Deposit Account at First National Bank						\$2,815,000.00
Money Market Deposit Account at First National Bank						\$100,000.00
Money Market Deposit Account at Bank of Clarks						\$100,000.00
Money Market Deposit Account at Columbus Bank & Trust						\$100,000.00
Certificate of Deposit - Great Western Bank						\$200,000.00
Certificate of Deposit - First National Bank-Columbus						\$100,000.00
TOTAL CASH ON HAND (includes cash reserve amount below)						\$3,500,416.53
CASH RESERVE	\$1,363,160.35					
Funds that are due to ESU 7						
Grants				(\$793,523.11)		
Production/Art Media Accounts Receivable			(\$18,525.50)			
Network Support Accounts Receivable			(\$62.50)			
Misc. Flow thru Accounts Receivable			(\$48,311.19)			
Outstanding Receivables				(\$66,899.19)		
Total due to ESU 7				(\$860,422.30)		
	2016-2017	2017-2018	2016-2017	2017-2018		
	Dollars Spent Per Month	Dollars Spent Per Month	Percentage spent each month	Percentage spent each month		
September	\$183,098.27	\$186,051.94	7.03%	6.72%	Total Budget	\$14,300,709.96
October	\$124,748.08	\$135,699.77	4.79%	4.98%	30% of budget	\$4,290,212.99
November	\$175,210.88	\$181,102.34	6.73%	6.64%		
December	\$143,852.22	\$173,801.71	5.52%	6.37%		
January	\$144,299.54	\$162,442.48	5.54%	5.96%	NOTES	
February	\$171,285.43	\$180,022.34	6.58%	6.60%		
March	\$150,159.99	\$166,747.34	5.76%	6.12%		
April	\$145,756.28	\$164,639.35	5.60%	6.04%		
May	\$125,615.16	\$176,837.02	4.82%	6.49%		
June	\$170,640.42	\$175,469.15	6.55%	6.44%		
July	\$210,496.26	\$190,589.34	8.08%	6.99%		
August	\$177,006.90	\$231,502.89	6.80%	8.49%		
2017-18 Approved Total General Budget for Levy \$			\$2,704,785.27	\$2,726,407.00		
2017-18 Total Spent to date			\$1,922,169.43	\$2,124,905.67		

A/P Summary Check Register

FPREG01A

Bank	Check No	Amount	Date	Vendor	Type
10	00067778	914.16	09/20/18	9466 4ALL PROMOS	C
10	00067779	86.87	09/20/18	10013 ACE HARDWARE	C
10	00067780	461.07	09/20/18	973 ADELINE HOHMAN	C
10	00067781	20.00	09/20/18	10060 ADMINISTRATORS IN-SERVICE	C
10	00067782	201.00	09/20/18	190428 ALMQUIST, MALTZAHN, GALLOWAY & LUTH, PC	C
10	00067783	1,118.12	09/20/18	10391 AMAZON	C
10	00067784	390.77	09/20/18	120155 AMY J SLAMA	C
10	00067785	472.52	09/20/18	130180 AMY MAZANKOWSKI	C
10	00067786	868.19	09/20/18	7633 ANA SANTOS	C
10	00067787	67.34	09/20/18	160690 ANN PROKOPEC	C
10	00067788	348.04	09/20/18	8508 APRIL BECKER	C
10	00067789	750.00	09/20/18	7412 BERNICE MAXWELL	C
10	00067790	11.40	09/20/18	20419 BOMGAARS SUPPLY	C
10	00067791	15,755.04	09/20/18	20428 BOONE CENTRAL SCHOOLS	C
10	00067792	581.82	09/20/18	9032 BRENDA SAXE	C
10	00067793	442.00	09/20/18	9253 BROWN COUNTY HOSPITAL	C
10	00067794	225.00	09/20/18	9407 C&J SERVICES LLC	C
10	00067795	70.00	09/20/18	30038 CAPITAL ONE-AA	C
10	00067796	37.81	09/20/18	4553 CAPITAL ONE-METTLER	C
10	00067797	19.95	09/20/18	2097 CAPITAL ONE-MK	C
10	00067798	6,190.84	09/20/18	30039 CAPITAL ONE BANK (USA), N.A.	C
10	00067799	1,687.00	09/20/18	30192 CDW-G	C
10	00067800	81.82	09/20/18	160655 CENTERPOINT ENERGY SERVICES , INC.	C
10	00067801	315.78	09/20/18	30235 CENTRAL CITY PUB SCHOOL	C
10	00067802	128.15	09/20/18	9210 CHELSEY GREENE	C
10	00067803	922.96	09/20/18	280 CHRISTINA WATTS	C
10	00067804	356.42	09/20/18	30550 CITY OF COLUMBUS WATER & SANIT	C
10	00067805	15,846.78	09/20/18	30610 CLARKSON PUBLIC SCHOOLS	C
10	00067806	757.00	09/20/18	31039 COLUMBUS SCREEN PRINTING	C
10	00067807	8,176.35	09/20/18	31462 CROSS COUNTY SCHOOL	C
10	00067808	296.62	09/20/18	4812 CUBBY'S, INC.	C
10	00067809	15.50	09/20/18	876 DOLLAR GENERAL-MSC 410526	C
10	00067810	9,237.39	09/20/18	40725 EAKES OFFICE SOLUTIONS	C
10	00067811	21,403.54	09/20/18	50060 EAST BUTLER PUBLIC SCHOOL	C
10	00067812	475,944.25	09/20/18	50825 ED SERVICE UNIT 7-PAYROLL	C
10	00067813	43.91	09/20/18	50630 ERNST AUTO CENTER	C
10	00067814	179.80	09/20/18	7560 HOSTED SERVICES	C
10	00067815	2,540.00	09/20/18	50645 ESU 2	C
10	00067816	40.00	09/20/18	50725 ESU 6	C
10	00067817	40.00	09/20/18	5533 FAS-BREAK WINDSHIELD REPAIR	C
10	00067818	2,154.00	09/20/18	6149 FILEWAVE (USA), INC.	C
10	00067819	33.54	09/20/18	60056 FIRST NATIONAL BANK	C
10	00067820	315.00	09/20/18	60800 FULLERTON PUBLIC SCHOOL	C
10	00067821	622.60	09/20/18	9539 GINA EWING	C
10	00067822	39.93	09/20/18	70406 GOTTBURG AUTO COMPANY LLC	C
10	00067823	292.50	09/20/18	7013 GREAT PLAINS COMMUNICATIONS	C
10	00067824	2,815.15	09/20/18	80390 HIGH PLAINS COMMUNITY SCHOOLS	C
10	00067825	11.33	09/20/18	4944 HOBBY LOBBY	C
10	00067826	279.00	09/20/18	7773 HOLIDAY INN EXPRESS-O'NEILL	C
10	00067827	279.00	09/20/18	3964 HOLIDAY INN LINCOLN-DOWNTOWN	C
10	00067828	315.00	09/20/18	80543 HOMETOWN LEASING	C
10	00067829	12,686.60	09/20/18	80670 HOWELLS-DODGE CONSOLIDATED SCHOOL DIST	C
10	00067830	22,092.75	09/20/18	80860 HUMPHREY PUBLIC SCHOOL	C
10	00067831	949.78	09/20/18	80880 HY-VEE	C
10	00067832	83.15	09/20/18	7498 JAN VRBICKY	C

A/P Summary Check Register

FPREG01A

Bank	Check No	Amount	Date	Vendor	Type
10	00067833	727.03	09/20/18	3387 JENNIFER FISTLER	C
10	00067834	594.80	09/20/18	6017 JILL MCNALLY	C
10	00067835	312.29	09/20/18	260092 JUDY A ZADINA	C
10	00067836	519.93	09/20/18	110030 JULIE R KAHLER	C
10	00067837	66.00	09/20/18	4839 KSB SCHOOL LAW	C
10	00067838	1,267.75	09/20/18	120129 LAKEVIEW COMMUNITY SCHOOLS	C
10	00067839	135.71	09/20/18	6718 LAURA PLAS	C
10	00067840	4,092.84	09/20/18	120223 LEIGH COMMUNITY SCHOOLS	C
10	00067841	706.32	09/20/18	190679 LENETTE SPRUNK	C
10	00067842	570.47	09/20/18	120314 LINCOLN JOURNAL STAR	C
10	00067843	3,069.86	09/20/18	120550 LOUP POWER DIST	C
10	00067844	475.00	09/20/18	220090 LYNN VOLLBRACHT	C
10	00067845	445.73	09/20/18	1996 MAILPREP ETC.	C
10	00067846	757.01	09/20/18	80375 MARLA L BENSON	C
10	00067847	7,100.00	09/20/18	477 MARZANO RESEARCH LABORATORY, LLC	C
10	00067848	165.43	09/20/18	130378 MENARDS	C
10	00067849	400.00	09/20/18	190459 MICHELLE L. SMITH	C
10	00067850	43.11	09/20/18	130547 MNJ TECHNOLOGIES DIRECT	C
10	00067851	3,315.00	09/20/18	9431 MUELLER & SCHOEPF DRYWALL, INC.	C
10	00067852	41,892.00	09/20/18	140063 NASB ALICAP	C
10	00067853	1,173.24	09/20/18	130912 NASCO	C
10	00067854	1,240.00	09/20/18	4251 NATUS MEDICAL	C
10	00067855	125.00	09/20/18	140351 NCSA	C
10	00067856	186.00	09/20/18	140570 NEBRASKA TECHNOLOGY & TELECOM.	C
10	00067857	50.00	09/20/18	140705 NORTHEAST COMMUNITY COLLEGE	C
10	00067858	281.74	09/20/18	150081 OFFICE NET	C
10	00067859	5,944.74	09/20/18	150330 OSCEOLA PUBLIC SCHOOLS	C
10	00067860	31,015.54	09/20/18	160033 PALMER PUBLIC SCHOOL	C
10	00067861	4,724.00	09/20/18	80130 PEARSON ASSESSMENT	C
10	00067862	513.42	09/20/18	160666 PREFERRED PLUMBING & HEATING	C
10	00067863	86.00	09/20/18	160672 PRESTO-X	C
10	00067864	1,028.63	09/20/18	160843 PROMO DIRECT	C
10	00067865	32.67	09/20/18	170029 QUALITY SOUND	C
10	00067866	51.23	09/20/18	21001 RACHEL BURGESS	C
10	00067867	21.15	09/20/18	4189 RAMADA COLUMBUS RIVER'S EDGE CONVENTION	C
10	00067868	1,012.50	09/20/18	60015 ROSETTA STONE LTD	C
10	00067869	3,225.00	09/20/18	9164 RVW INC.	C
10	00067870	329.73	09/20/18	30268 SANDY CERNY	C
10	00067871	1,309.99	09/20/18	190322 SEARS AUTHORIZED DEALER	C
10	00067872	340.08	09/20/18	8524 SHAYNA CEPEL	C
10	00067873	723.32	09/20/18	190390 SHELBY-RISING CITY PUBLIC SCHOOL	C
10	00067874	2,130.00	09/20/18	190557 SOUTHWEST BINDING & LAMINATING	C
10	00067875	1,921.00	09/20/18	190007 ST EDWARD PUBLIC SCHOOL	C
10	00067876	7,338.80	09/20/18	190850 DAS STATE ACCOUNTING-CENTRAL FINANCE	C
10	00067877	1,989.00	09/20/18	2720 STREAKWAVE WIRELESS, INC.	C
10	00067878	1,305.00	09/20/18	9520 SUMMIT BEHAVIORAL SERVICES LLC	C
10	00067879	573.66	09/20/18	191085 SUPER SAVER	C
10	00067880	750.00	09/20/18	8974 SUSAN MAYBERGER	C
10	00067881	125.00	09/20/18	5797 TAESE ATTN: LeeAnn Lundgreen	C
10	00067882	632.33	09/20/18	200493 TWIN RIVER PUBLIC SCHOOL	C
10	00067883	258.00	09/20/18	9547 The Historic Argo Hotel Bed & Breakfast	C
10	00067884	112.25	09/20/18	200606 U & I SANITATION	C
10	00067885	1,368.45	09/20/18	10320 VERIZON WIRELESS	C
10	00067886	190.71	09/20/18	230049 WALMART (SPED)	C
10	00067887	17.49	09/20/18	230048 WALMART BRC	C

A/P Summary Check Register

FPREG01A

Bank	Check No	Amount	Date	Vendor	Type
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10	00067890	298.66	09/20/18	40709 ANN DUBAS	A
10	00067891	628.39	09/20/18	990 BRANDY ROSE	A
10	00067892	370.06	09/20/18	5940 CASSANDRA PROTHMAN	A
10	00067893	423.47	09/20/18	5967 CASSANDRA RUTH	A
10	00067894	701.42	09/20/18	9512 CASSIE KRINGS	A
10	00067895	15.04	09/20/18	7188 CODY NELSEN	A
10	00067896	1,395.20	09/20/18	180474 DARLENE RODRIGUEZ	A
10	00067897	833.85	09/20/18	7099 HALEY STROBEL	A
10	00067898	1,124.88	09/20/18	20135 ISAURA BARRETO	A
10	00067899	208.19	09/20/18	8559 JACLYN TERNUS	A
10	00067900	633.30	09/20/18	8540 JO LYNN MESCHER	A
10	00067901	81.75	09/20/18	8532 JULIE LAZARCHIC	A
10	00067902	250.70	09/20/18	6459 KAISE RECEK	A
10	00067903	191.84	09/20/18	8516 KATHERINE BOSAK	A
10	00067904	176.04	09/20/18	100521 KRIS JOHNSON	A
10	00067905	90.95	09/20/18	160636 LARIANNE POLK	A
10	00067906	420.74	09/20/18	7072 LAURA METTLER	A
10	00067907	518.84	09/20/18	190434 LORI SIMANEK	A
10	00067908	616.94	09/20/18	2267 MARCIA OSTMEYER	A
10	00067909	894.90	09/20/18	4650 MELINDA VELECELA	A
10	00067910	370.06	09/20/18	8788 NATHALIE VARGAS	A
10	00067911	170.04	09/20/18	160280 PAULA PETERSON	A
10	00067912	751.56	09/20/18	5983 RACHEL GARNER	A
10	00067913	295.94	09/20/18	957 RACHEL I DOCKHORN	A
10	00067914	652.37	09/20/18	130708 SHARON M BROWN	A
10	00067915	4,080.71	09/20/18	8567 STUTHMAN ENTERPRISES, LLC	A
10	00067916	1,538.54	09/20/18	6254 VERONICA REYES-HERWIG	A
10	00067917	362.43	09/20/18	230361 WENDY WOLFE	A

tal Bank No 10 767,980.61

Total Manual Checks	.00
Total Computer Checks	749,215.63
Total ACH Checks	18,764.98
Total Other Checks	.00
Total Electronic Checks	.00
Total Computer Voids	.00
Total Manual Voids	.00
Total ACH Voids	.00
Total Other Voids	.00
Total Electronic Voids	.00

Grand Total 767,980.61

Number of Checks 140

Batch Yr	Batch No	Amount
19	000028	71,773.33
19	000032	48,919.16
19	000033	171,303.87
19	000038	475,944.25
19	000040	40.00

August 20, 2018

Dear Mr. Ellsworth,

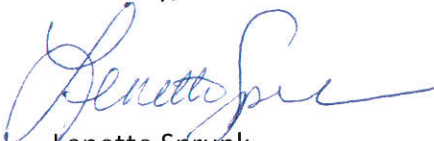
Please accept this letter as resignation from my position as District Technology Coordinator. My last day of employment will be Friday, September 14, 2018.

I have received an offer to serve as the Universal Design for Learning and Assistive Technology Director for Central Community College, and after careful consideration, I realize this opportunity is too exciting for me to decline.

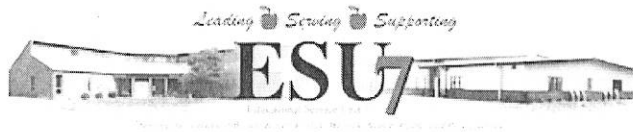
It has been truly pleasurable to work with you and the entire technology team over the past couple months, and this decision, because of the way I have been welcomed, did not come easily. I am so grateful for your willingness to give me the opportunity to continue employment with ESU7, and appreciate everything you, as well as the entire ESU7 staff, have supported me with over the past several years.

Dan, I wish you and your team all the best in continuing this new position venture and am confident it will be a success.

Sincerely,



Lenette Sprunk



PROFESSIONAL EMPLOYMENT CONTRACT FOR A DEFINITE TERM (EXEMPT)

This employment contract is made by and between **Educational Service Unit No. 7**, referred to herein as "ESU," and **Jason Trotter**, referred to herein as the "Employee."

WITNESSETH: The ESU agrees to employ the Employee and the Employee agrees to accept such employment subject to the following terms and conditions:

1. Term of Employment. This contract shall commence on the 24th day of September, 2018. This contract shall terminate on the 31st day of August, 2019, or may be terminated pursuant to Section 8 of the contract, whichever occurs first. This term shall consist of 231 days of service in any given fiscal year, which is inclusive of vacation and exclusive of holidays.

2. At-Will Nature of Employment; Duties of Employee. The Employee is hired as an "at will" employee and accepts employment on that basis. The Employee's duties and extent of employment are subject to assignment by the ESU Administrator or the Employee's supervisor but shall generally be as follows: District Technology Coordinator. The Employee agrees at all times to perform all of his or her duties faithfully, industriously, and to the best of his or her ability, experience and talents. The Employee agrees to devote full time, skill, labor and attention to these duties throughout his or her employment.

3. Employment Status. The Employee is not employed as a teacher, nurse, or other position required to have a certificate from the Nebraska State Department of Education and is not a "certificated employee" as that term is defined in NEB. REV. STAT. § 79-1234.

4. Days and Hours of Employment. The days and hours of employment shall be as assigned by the Administrator or the Employee's supervisor.

5. Compensation. The Employee shall be paid an annual salary of \$51,857.19 subject to applicable deductions and federal and state withholding. The salary shall be paid in eleven (11) equal monthly payments of \$4,714.29 in accordance with ESU's payment practices for professional staff members. The first salary installment shall be payable on the 20th day of September and on the 20th day of each month thereafter.

6. Fringe Benefits. ESU 7 agrees to provide the same fringe benefits as annually approved by the Board of ESU 7.

7. Policies, Rules and Regulations. The Employee agrees to be governed by the policies and the rules and regulations of ESU and the directives of supervisors. The Employee agrees that the policies of ESU and rules and regulations of ESU may be changed at any time, with or without notice to the Employee.

8. Termination of Employment. This contract creates no property right in continued employment and may be terminated by either party, with or without cause and without a hearing, upon giving written notice. The ESU Administrator, acting upon his or her own initiative, may terminate the Employee's employment, and such termination will be effective upon the date of the issuance of the notice.

9. Duty to Report. The Employee shall self-report any of the following to the ESU's Administrator within 24 hours of its occurrence or at the beginning of the next business day, whichever is earlier:

- A. Any criminal citation if the alleged offense is a misdemeanor or felony under federal or Nebraska law or in the state in which the alleged offense occurred;
- B. Any arrest for any reason;
- C. Any criminal conviction;
- D. Any sentence of incarceration;
- E. Any criminal or civil filing or Department of Health and Human Services or law enforcement investigation against the Employee for child abuse and/or neglect;
- F. Any complaint or other administrative filing against the Employee that could impact any certificate or professional license held by the employee;
- G. Any action or threat of action by any entity against the Employee's driver's license or ability or authority to operate a motor vehicle if the Employee's job duties may require the operation of a motor vehicle.

The failure to make a report required by this paragraph may result in the immediate cancellation of this Contract.

10. Compensation Upon Termination. The Employee agrees that, upon termination of employment for any reason, any portion of compensation, whether in the form of wages or fringe benefits, paid or provided but not earned prior to the date of termination of this contract shall be refunded to

the ESU by the Employee and may be withheld by the ESU from any payments to the Employee.

11. Deductions. The Employee authorizes the ESU to deduct or withhold from each and every period of pay any amounts necessary to offset any damages caused by the Employee or the value of property or money entrusted to the Employee or owed by the Employee to the ESU during the course of the Employee's employment, if such property or money have not properly been returned to the ESU.

12. Private Automobiles. ESU 7 will reimburse the Party for the use of private automobiles in the conducting of official business for ESU 7 in accordance with such mileage reimbursement policies of the Board of ESU 7. Said policies may be changed at any time, with or without notice to the Employee.

13. Entirety of Contract and Amendments. The Employee certifies that he or she has read the foregoing Employment Contract, fully understands its terms and conditions, and agrees that the foregoing Employment Contract constitutes the entire contract and that no representations, promises, contracts or undertakings, written or oral, not herein contained shall be of any force or effect. It is specifically agreed that this Employment Contract shall be subject to modification only by a written instrument signed by the Employee and the Administrator.

14. Applicable Law. This contract shall be governed by and construed in accordance with the laws of the State of Nebraska.

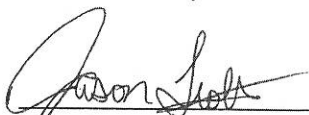
15. Severability. If any portion of this contract shall be declared invalid or unenforceable by a court of competent jurisdiction, such declaration shall not affect the validity or enforceability of the remaining provisions of this contract.

Executed by the Board of ESU7 this _____ day of _____, 20____.

Secretary, Board of ESU7

President, Board of ESU7

Executed by the Employee this _____ day of _____, 20____.



Employee

Jason J. Trotter
3311 30th St.
Columbus, NE 68601
Phone: 402-276-8566
jjtrotter2002@gmail.com

Objective

To obtain employment in information technology where my extensive computer experience and education will benefit the company.

Ability Summary

- Experience performing computer functions in accordance with established policies and procedures.
- Proven ability to work effectively in a team or as an individual.
- Strong communication skills working with coworkers, customers, and community members.

Employment History

Service Center Specialist

07/2017 – Current Central Community College Columbus, NE

- Answer user inquiries regarding computer software or hardware operation to resolve problems.
- Teach others to use computer equipment or hardware.
- Read technical manuals, confer with users, or conduct computer diagnostics to investigate and resolve problems or to provide technical assistance and support.
- Confer with students/staff by telephone or in person to provide information about products or services, take or enter orders, cancel accounts, or obtain details of complaints.
- Check to ensure that appropriate changes were made to resolve customers' problems.

Distance Learning Media Technician

01/2014 – 07/2017 Central Community College Columbus, NE

- Operate and troubleshoot electronic course delivery equipment; assist in setting up and uploading online courses.
- Diagnose needed repairs of electronic equipment including an electricity board with digital multi tester, and other telecommunication systems.
- Monitor course quality to assess needed adjustments or repairs of equipment, software, or teaching methods.
- Assist and provide support for instructors and students participating in distance learning programs.
- Answer questions and provide information regarding distance education tools.

Security Guard

01/2014 - Current Securitas Security Services USA

Lincoln, NE

- Observe and report activities and incidents at the client site; provide for the security and safety of client property and personnel.
- Patrol assigned area to check for irregularities, unsafe conditions, hazards, unlocked doors, security violations, blocked entrances and exits, mechanical problems, and unauthorized persons.
- Preserve order and act to enforce regulations and directives for the site pertaining to personnel, visitors, and premises.
- Control access to client site or facility through admittance process.
- Protect evidence or scene of incident when an accident, emergency, or security investigation occurs.
- Respond to incidents of fire, medical emergency, bomb threat, flooding, water discharge, elevator emergency, hazardous materials, inclement weather, and other incidents.
- Prepare logs and reports as required.

SCF Setup

07/2006 - 11/2013 Becton Dickinson

Columbus, NE

- Routinely troubleshoot equipment including dismantling and reassembling machine components.
- Performed changeovers, line clearance, and cleaning duties.
- Worked as a team with peers for maximum effectiveness in standards.
- Responsible for product quality inspections, operating equipment, raw material and finished goods movement, and cleaning and sanitizing.
- Recorded accurate inspection data as required.
- Ensured compliance with Becton Dickinson quality systems, policies, procedures, and practices and all local, state, federal, and Becton Dickinson safety regulations, policies, and procedures.

Education and Training

Issuing Institution	Location	Qualification	Course of Study
Central Community College	NE	Associate's Degree	Criminal Justice
Columbus High School	NE	High School Diploma	General High School Curriculum

Additional Information

United States Army Military Police Honorable Discharge

- Provided for public safety by maintaining order, responding to emergencies, protecting people and property, enforcing motor vehicle and criminal laws, and promoting good community relations.
- Recorded facts to prepare reports that documented incidents and activities.
- Monitored, noted, reported, and investigated suspicious persons and situations, safety hazards, and unusual or illegal activity in patrol area.

A - System of Accounting

Article III, Section 4, A. System of Accounting

Uniform accounting methods shall be used for all ESU funds so as to conform to best business practice and existing guides from the Nebraska Department of Education. Monthly financial statements of the general fund accounts will be made available at each regular board meeting.

The Administrator shall be responsible for the proper use of the budget. The Administrator shall establish and operate budget controls for all departments and shall ensure administration of the budget such that funds are expended for the purposes appropriated and in conformity with legal requirements as well as the policies and actions of the Board.

Legal Reference:	
Date of Adoption:	September 13, 2018

B - Borrowing

Article III, Section 4, B. Borrowing

The ESU may borrow money in amounts not to exceed the limits established by law and may execute and deliver in evidence thereof its promissory notes which it is hereby authorized and empowered to make and negotiate, bearing a rate of interest set by the ESU Board and maturing not more than two fiscal years from the date thereof. Such notes, before they are negotiated, shall be presented to the ESU Treasurer and registered with the ESU's records by the Treasurer. Such notes shall be payable out of the funds collected by the ESU in the order of their registry after the payment of prior registered warrants but prior to the payment of any warrant subsequently registered, except that if both warrants and notes are registered, the total of such registered notes and warrants shall not exceed one hundred percent of the unexpended balance of the total anticipated receipts of the general fund of the ESU for the current fiscal year and the following fiscal year. For the purpose of making such calculation, such total anticipated receipts shall not include any anticipated receipts against which the ESU has borrowed and issued notes pursuant to this section in either the current or the immediately preceding fiscal year.

In addition, the ESU may accept interest-free or low-interest loans from the state or federal government and may execute and deliver in evidence thereof its promissory notes maturing not more than twenty years from the date of execution.

Further, the ESU may enter into loan agreements for the purpose of borrowing money from financial institutions, including banks, in amounts not to exceed the limits established by law. As evidence of such borrowing, the ESU may execute and deliver one or more written loan agreements but shall not be required to execute and deliver separate promissory notes for each borrowing under such agreements. Money borrowed pursuant to such agreements shall bear interest at such rate

or rates and shall become due and be repaid as provided in such agreements. Any such agreement shall provide for repayment in full at least once each fiscal year and shall be for a term not exceeding one fiscal year. Any such agreement shall be registered upon books kept by the ESU Treasurer, and money borrowed pursuant to such agreement shall be paid out of funds collected upon the current existing levy prior to the payment of any warrant or note registered subsequent to any such loan agreement. If the ESU has any such loan agreement or agreements outstanding and has warrants or notes registered, the total amount shall not exceed the limits established by law.

All such borrowings shall require approval of the ESU Board.

Legal Reference:	§ 79-1244
Date of Adoption:	September 13, 2018

C - Depositories of Funds

Article III, Section 4, C. Depositories of Funds

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

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

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

D - Coffee Act Policy (Reimbursable Expenses)

Article III, Section 4, D. Coffee Act Policy (Reimbursable Expenses)

1. Workshops. Board members, employees and volunteers of the ESU are expected to maintain effectiveness by being well informed on educational and related issues and are encouraged to diligently perform their required duties, attend educational workshops, conferences, training programs, official functions, hearings or meetings which are necessary to perform required duties, sponsored by the ESU or State and national educational organizations or which are otherwise in the best interests of the ESU.
 - a. Approval to Attend. Board members are hereby given prior approval by the ESU Board to attend such functions within the State which are sponsored by this ESU, the Nebraska Association of School Boards, the Nebraska Council of School Administrators, the Nebraska Rural Community Schools Association, and similar organizations, without additional or further approval by the Board unless otherwise so determined. Upon approval by the Board or, in the case of in-state functions, by the Administrator or the Administrator's designee, Board members are further authorized to attend other similar functions.

Employees and volunteers are authorized to attend such functions upon prior approval by the Administrator or the Administrator's designee.

- b. Reimbursement of Expenses. The ESU will pay the registration costs, tuition costs, fees or charges for attendance by Board members at such approved functions. The ESU will pay mileage at the rate allowed by law (that is, the rate established by the Department of Administrative Services) or actual travel expense if travel is authorized by commercial or charter means. The ESU will pay meals and lodging at a rate

charter means. The ESU will pay meals and lodging at a rate not exceeding the applicable federal rate unless a fully itemized claim is submitted substantiating the costs actually incurred in excess of such rate and such additional expenses are expressly approved by the Board.

For employees and volunteers, the ESU will pay costs and make reimbursements in the same manner as provided above for Board member attendance, unless otherwise established by policy, Board action, contract, or negotiated agreement.

2. Recognition. The Board hereby authorizes the President, Administrator or the Administrator's designee to determine when and to whom plaques, certificates of achievement, flowers or other items of value should be granted to recognize service by Board members, employees and volunteers. The maximum value of any such item to be awarded shall not exceed \$130.00. The Board may alter such maximum, but not more than once in any twelve-month period.
3. Meeting Refreshments. Non-alcoholic beverages may be provided to individuals attending public meetings. Meals may be provided to Board members, employees and volunteers attending joint meetings with other governing bodies. When the President or Administrator determines it to be in the best interests of the ESU and not in the form of a perquisite, because of timing or duration of a meeting or ESU activity, or other factors, the Board authorizes other nutritional refreshments to be provided to persons attending public meetings or in other appropriate or necessary situations.
4. Participants in Board Approved Activities. Non-alcoholic beverages and meals may be provided for individuals while performing or immediately after performing relief, assistance or support activities in emergency situations (including, but not limited to, tornado, severe storm, fire, or accident) and to volunteers during or immediately following their participation in any activity approved by the Board (including, but not limited to, mowing, picking up litter, removing graffiti, or snow removal).
5. Annual Recognition Dinner. One recognition dinner each fiscal year may be held for Board members, employees or volunteers. Such annual dinner may be held separately for Board members, employees of each

department and volunteers, or in any combination. The maximum cost per person for such recognition dinner is hereby established at \$25.00.

6. Spouses. This policy does not authorize the expenditure of public funds to pay for any expenses incurred by a spouse of a Board member, employee, or volunteer unless the spouse is also a Board member, employee or volunteer or unless the expenditure is otherwise permitted by law.
7. General. Payment or reimbursement for expenses incurred by Board members, employees or volunteers may be allowed to the extent otherwise specifically permitted by law. The authority necessary to carry out the provisions of this policy should be and is hereby delegated from the Board to the designated officials indicated herein.

Legal Reference:	§§ 13-2201 to 13-2204 § 81-1176 (mileage rate)
Date of Adoption:	September 13, 2018

E - Gifts

Article III, Section 4, E. Gifts

1. Gifts to the ESU. The Board welcomes monetary and material contributions or other types of citizen contributions to the ESU. Material contributions may be rejected where not suitable to efficient use by the ESU. All donations become the property of the ESU and will be used in the interests of the ESU.

2. Gifts to Employees. Students and patrons shall not to be encouraged or coerced to give personal gifts to ESU employees in their position as employees. In the event an employee receives such a gift with a monetary value in excess of \$50, the employee is to inform the Administrator, who is then authorized to require that the employee disburse the gift to the ESU or equitably among other ESU staff serving the person making the gift.

3. Gifts by ESU Employees. ESU employees are not to give gifts to students who they serve in their employment. Exceptions are allowed for a homebound or seriously ill child, and in other cases where administrative approval is given.

Legal Reference:	
Date of Adoption:	September 13, 2018

A - Authority

Article III, Section 4, E. Authority

In order to carry out the statutory mission of the ESU, the ESU is authorized to:

1. Purchase, lease, or lease-purchase real estate, equipment, supplies, services, and personal property for its own use.
2. Either individually, or collectively with other educational service units, purchase, lease, lease-purchase, or act as purchase agent for administrative and instructional supplies, instructional equipment, instructional services, and personal property for resale only to educational entities.
3. Acquire office space by purchase out of funds appropriated to the ESU for educational purposes or rent or lease such space as may be necessary.
4. Acquire the personal property necessary for the performance of its duties.

When the ESU advertises for bids for administrative or instructional supplies, instructional equipment, instructional services, and personal property, acceptance of any bid submitted to the ESU obligates the ESU to award the contract in accordance with the plans and specifications and in the quantities set forth in the bid documents.

Legal Reference:	§§ 79-1220 and 79-1223
Date of Adoption:	September 13, 2018

B - General Guidelines

Article III, Section 5, B. General Guidelines

The procurement of goods and services for the ESU shall be secured in an efficient and economical manner. All legal requirements are to be followed and each purchase shall be within the mission, objectives and financial resources of the ESU. Competition between suppliers is considered to be desirable for the purpose of securing maximum value at a minimum cost.

Contracts for purchases, services, leases or rental and other agreements to encumber funds shall be made only with the approval of the Board or, where authorized, by the Administrator or designee.

Legal Reference:	
Date of Adoption:	September 13, 2018

C - Involvement of Staff

Article III, Section 5, C. Involvement of Staff

Employees directly responsible for the use of particular supplies, materials, equipment or services shall on request provide the Administrator or designee input with regard to needs and specifications, through a requisition process or as otherwise established by the Administrator. Such input shall be considered in making purchasing decisions.

Any employees ordering any supplies or equipment outside of that which has been included in the annual budget or without written authorization of the Administrator or designee shall be personally liable for payment of the order.

Legal Reference:	
Date of Adoption:	September 13, 2018

D - Construction Projects

Article III, Section 5, D. Construction Projects

The ESU shall bid every project for the construction, remodeling, or repair of any building or for site improvements when the contemplated expenditures for the project is in excess of \$100,000.00, or such sum as adjusted pursuant to §73-106. The bidding procedures shall comply with the requirements of state law and shall include the following:

1. Notice to Bidders. The Administrator or designee shall prepare a notice to bidders containing a general description of the scope of the project being bid; the location of the project; the means of obtaining project documents, including plans and specifications; the date and hour bids will close; and the date, hour and place bids are to be returned, received and opened, and a provision that such bids will be immediately and simultaneously opened in the presence of the bidders or representatives of the bidders.
2. Regular Manner of Advertisement for Bids. The notice to bidders shall be published one time in a newspaper of general circulation in the ESU. The notice shall be published at least seven (7) days prior to the date designated for the opening of such bids. The Board or Administrator may, in their sole discretion, elect to utilize further advertisement for bids as it may determine appropriate to secure a sufficient number of qualified bidders for the scope of the project.
3. Bid Opening. When the hour is reached for such bids to close, bids will be immediately and simultaneously opened in the presence of the bidders or representatives of the bidders.
4. Contract Award. The contract shall be awarded to the lowest responsible bidder as and to the extent required by law. When not so required, the award shall be made on the basis of consideration of the contract award criteria set forth in Board Policy for purchases of equipment, materials and supplies.
5. Performance and Payment Bonds. Whenever any contract is entered

5. Performance and Payment Bonds. Whenever any contract is entered into for the erecting, furnishing, or repairing of any building or other public structure or improvement, the contractor shall be required, before commencing such work, to furnish a performance, labor and material payment bond. The bond requirement shall not apply, however, to any project bid or proposed which has a total cost of \$10,000 or less unless the Board or Administrator includes a bond requirement in the specifications for the project. The bond shall be in an amount not less than the contract price. The bond shall be conditioned on the faithful performance of the contract and the payment by the contracting party of all laborers and mechanics for labor that is performed and of all material and equipment rental that is actually used or rented in connection with the improvement project and the performance of the contract. Such bond shall contain such provisions as are required by statutes, and be in a form prescribed and required by the ESU.
6. Retention of an Architect or Engineer. The ESU shall not engage in the construction of any public works involving architecture or engineering unless the plans, specifications, and estimates have been prepared and the construction has been observed by an architect, a professional engineer, or those under the direct supervision of an architect or professional engineer; provided that such requirement shall not apply to any public work in which the contemplated expenditure for the complete project does not exceed One Hundred Thousand Dollars (\$100,000), as adjusted from time to time by § 81-3445 or other applicable law.

Additional Procedures. Each bid for which a labor and material bond is required shall be accompanied by a bid bond or certified check in the amount of five percent (5%) of such bid unless the Board or Administration waives such requirement. The Board or Administration may provide for additional procedures for the procurement, opening and acceptance of bids as deemed appropriate for a particular project.

Legal Reference:	§ 52-118 (construction performance and payment bonds) § 73-101 to § 73-106 (bidding)
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	construction projects) § 81-3445 (architect or engineer)
Date of Adoption:	September 13, 2018

E - Equipment, Materials and Supplies

Article III, Section 5, E. Equipment, Materials and Supplies

1. Purchases up to \$10,000 Open Market. The Administrator or designee shall be authorized to purchase any item specifically budgeted up to \$10,000 in the open market. Official action by the Board shall be requested by the Administrator where it is required by law or in those instances where it appears to be in the best interests of the ESU. The purchase of items in excess of \$10,000 shall require Board approval.

Open market orders and contracts for the purchase of equipment, materials and supplies shall be awarded based on the following criteria:

- a. Quality of product.
- b. Suitability of product.
- c. Equality of price (or fairness of price).
- d. Conformance to specifications.
- e. Convenience of delivery.
- f. General reputation of business firms.
- g. Services to be provided to the ESU by supplier.
- h. Established relationship between supplier and the ESU.
- i. Ability to provide the goods or services under question.
- j. Ability to provide replacement parts for the goods to be purchased.
- k. Warranties offered on products.
- l. Adherence to State Law and Federal Regulations.
- m. Any other stipulations set forth in Board policy or by Board action with regard to purchasing decisions.

Local purchases will be preferred whenever the foregoing factors are considered to be substantially the same.

2. Purchases from \$10,000 up to \$100,000—Solicit Proposals. The Administrator or designee shall request the submission of bids, quotes or proposals for purchases which have a cost from \$10,000 up to \$100,000.

proposals for purchases, which have a cost from \$10,000 up to \$100,000. The Administrator or designee shall receive and evaluate all proposals and make a recommendation to the Board for acceptance. The Board reserves the right to reject any and all proposals, to waive any informality in any proposal, and to accept the proposal that it deems best serves the interests of the ESU; which may or may not be the lowest cost proposal.

3. Purchases of \$100,000 and above—Sealed Bids. The Administrator or designee shall advertise for sealed bids for purchases which have a cost of greater than \$100,000.
 - i. Bid instructions and specifications. The Administrator or designee shall prepare bid instructions that are clear and complete and conducive to competitive bidding. The bid instructions shall set forth all considerations necessary to bid and be consistent with any guidelines established by the Board.
 - ii. Advertisement. The notice to bidders shall be published appropriately in a manner that will allow for competition. Vendors and suppliers shall be invited to have their names placed on mailing lists to receive invitations to bid. When specifications are prepared, they will be mailed or made available to all vendors or suppliers who have indicated an interest in bidding.
 - iii. Sealed bids. Bids must be submitted in sealed envelopes, addressed to the Board, and plainly marked with the name of the bid and the time of the bid opening.
 - iv. Withdrawal of Bids and Late Bids. Any bid may be withdrawn prior to the scheduled time for the opening of bids. Any bid received after the time and date specified shall not be considered.
 - v. Bid Opening. Bids shall be opened at the time specified and all bidders and other persons shall be invited to be present. After the bids have been opened and tabulated, they shall be available for those interested to copy or study. They shall not, however, be removed from the ESU's offices.
 - vi. Right to Reject. The Board reserves the right to reject any or all bids and to accept the bid which appears to be in the best interest of the ESU. Each bid notice should carry the notification that the ESU reserves the right to accept or reject any or all bids.
 - vii. Right to Waive Bid Formalities. The Board reserves the right to waive any informality in, or reject any or all bids, or any part of any bid, as

consistent with law.

Legal Reference:	
Date of Adoption:	September 13, 2018

**AGREEMENT TO PERFORM PROFESSIONAL SERVICES
FOR EDUCATIONAL SERVICE UNIT #7
FOR EXISTING WAREHOUSE RENOVATION**

RVW, Inc. enters into this Agreement to Perform Professional Services (“Agreement”) with Educational Service Unit No. 7 (“Client”), for the Design Development, Construction Document, Bidding and Construction Administration Phase services related to the renovation of the existing, ESU-7 storage warehouse at 2657 44th Avenue, Columbus, Nebraska 68601.

I. GENERAL UNDERSTANDING, ASSUMPTIONS AND REQUIREMENTS:

- A. The Client intends to convert approximately 8,500 sq. ft. of an existing 12,100 sq. ft., 100' x 121' - 6", slab-on-grade, pre-engineered metal building storage warehouse into educational classroom, activity, office and storage spaces, as generally described in the previously completed Schematic Design and Opinion of Probable Construction Cost document dated 7-18-18.
- B. The Client intends to conduct minor renovations to the remaining 3,600 sq. ft. of existing warehouse area as generally shown in the previously completed Schematic Design and Opinion of Probable Construction costs document, dated 7-18-18.
- C. RVW will rely on existing building drawings, and the aforementioned Schematic Design documents, where existing conditions cannot be visually observed without destructive demolition.
- D. RVW, Inc. will use the following sub-consultants on this project: Alvine Engineering for plumbing, mechanical, electrical power, lighting, building security and fire alarm systems, and Nielsen-Baumert Engineering for structural design.
- E. RVW, Inc. would not provide any services related to the removal, salvage, modification and re-installation of existing warehouse storage racks.
- F. RVW, Inc. would not provide any services related to the design of any audio/visual systems, IT network electronics, Voice-over IP (VoIP) electronics, fiber optics cable or cable service relocation. A system of conduit and pathways required for said systems shall be included in this scope of work. Owner shall furnish conduit and pathway requirements to RVW for incorporation in the bid documents.
- G. Existing lighting fixtures and heating and ventilation systems will be salvaged and re-used in the remaining warehouse area, if possible.
- H. RVW, Inc. would not provide any services pertaining to the discovery, consultation, or remediation of any hazardous materials.
- I. The scope of work identified in this proposal will be bid as a single, lump-sum base bid, with no Alternate bids.
- J. Construction of the work is anticipated to commence in December, 2018.
- K. The building renovation design will be governed by the building codes, regulations and ordinances adopted by the City of Columbus, NE., State of Nebraska and ADA and in effect at the time of the study.

II. BASIC SCOPE OF SERVICES and DELIVERABLES

Professional design services provided by RVW and RVW's consultants, would include the following items.

- A. Review of Schematic Design documents prepared by RVW, Inc. Review available, Client furnished existing drawings.
- B. Review applicable building and zoning codes governing the proposed work.
- C. Produce detailed drawings and technical specifications, properly sealed by a licensed Architect/Engineer, to facilitate bidding and construction of the proposed Work.
- D. In general, RVW would use the following guideline in proceeding with this project:

- a. Design Development Phase**

- i. Refine the design of the building renovation. (site plan and floor plan).
 - ii. Review materials and construction methods.

- b. Construction Documents Phase**

- i. Drafting (CAD).
 - ii. Architectural design
 - iii. Structural design
 - iv. Mechanical design – (heating, ventilation, air conditioning and plumbing)
 - v. Electrical design – (power, lighting, fire alarm, building security)
 - vi. Design of system of conduits and raceways for telecommunication systems.
 - vii. Development of written specifications and “bid” requirements
 - viii. Coordination of State Fire Marshal review of the plans.
 - ix. Review, with Client, requirements for contractor’s bonds, insurance and Contractor’s use of the site.

- c. Bidding Phase**

- i. Finalize the drawings into bidding documents.
 - ii. Assist with soliciting contractor interest in bidding the project through direct mailings, emails, phone calls, etc.
 - iii. Facilitate distribution of bid documents to potential bidders.
 - iv. Answer bidder’s questions during the bid period
 - v. Conduct bid opening at ESU-7 administration offices.
 - vi. Evaluate bids and make recommendations to the Client

- d. Construction Phase**

- i. Assist with the preparation of Client-Contractor contracts
 - ii. Answer and interpret contractor questions
 - iii. Review and process contractor’s monthly application for payment
 - iv. Review contractor’s shop drawings
 - v. Construction observation site visits and periodic construction meetings.
RVW would visit the site to observe construction and to check for general compliance with the plans and specifications.
 - vi. Prepare written site observation reports and distribute same to Client.
 - vii. Visit the site (one trip) and develop a “Punch List” when the contractor says he is complete. This punchlist itemizes elements of the project which RVW believes are not complete. RVW would follow-up with the Owner to verify completion of such items.
 - viii. Prepare the Certificate of Substantial Completion.
 - ix. Assist with the paperwork related to project close-out. These include Lien Waivers from sub-contractors, Consent of Surety (if applicable), Record Drawings (drawings and specifications which the contractor should record deviations in construction, and, locations of hidden items, etc.).

E. Deliverables would include:

- a. One paper copy and a digital copy of two-dimensional, black and white drawings in .pdf format.
- b. One paper copy and a digital copy of the technical specifications in .pdf format.

III. FEE AND TIMING

- A. The above Basic Scope of Services will be performed for a lump sum fee of **\$71,500. (SEVENTY ONE THOUSAND, FIVE HUNDRED DOLLARS).**
- B. Reimbursable Expenses (mileage, meals, lodging, printing, etc.) will be billed at cost.
- C. The above Basic Scope of Services will be performed upon RVW, Inc.'s receipt of written authorization to proceed (signed copy of this agreement) from the Client.
- D. Time of completion of the Work described herein shall be within 60 calendar days after receipt of a signed copy of this Agreement, assuming timely reviews and responses by the Client.
- E. Any additional services shall be authorized in writing by the Client prior to the commencement of any such services. Compensation shall be negotiated.
- F. This Contract offer will remain valid for 60 days.

IV. DISPUTE RESOLUTION

- A. Any claim, dispute or other matter in question arising out of or related to this Agreement shall be subject to mediation as a condition precedent to the institution of legal or equitable proceedings by either party.
- B. The parties shall share the mediator's fee and any filing fees equally. The mediation shall be held in the place where the Project is located, unless another location is mutually agreed upon. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof.

V. STANDARD TERMS AND CONDITIONS

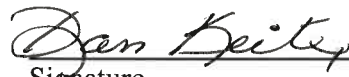
- A. RVW, Inc., "Standard Terms and Conditions, form dated 1-20-14, is hereby made part of this Agreement and is attached hereto.
- B. This Agreement may be executed by way of electronic or facsimile signature.

ESU-7
2657 44th Street
Columbus, Nebraska 68601
(402)564-8993

Signature Date

Printed Name / Title

RVW, INC.
4118 Howard Boulevard P.O. Box 495
Columbus, Nebraska 68602-0495
(402) 564-2876

 9-7-18
Signature Date

Daniel C. Keiter, Vice President



RVW, INC.
STANDARD TERMS AND CONDITIONS

1. **General:** Unless otherwise agreed in writing, RVW, Inc. (RVW) shall perform the architectural and engineering services specifically authorized by the CLIENT (the entity invoiced) upon the terms and conditions herein stated. RVW will perform services in a timely manner consistent with sound professional practices.
2. **Compensation:** The CLIENT shall pay RVW for services performed and agrees to pay RVW based on RVW's standard hourly job order rates current at the time services are performed plus expenses. All amounts owed by the CLIENT shall be due and payable within 30 days from the date of invoice, and any payments not so received shall be subject to a late payment charge of 1% per month, or the maximum amount allowed by law, whichever is less. The CLIENT shall be responsible for the payment of all sales, use, gross receipts or other like taxes, if applicable.
3. **License:** RVW shall comply with applicable statutes pertaining to architecture and engineering and warrants that it possesses current licenses.
4. **Standard of Practice:** RVW will strive to perform services in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing in the same locality under similar conditions. No other representation, expressed or implied, and no warranty or guarantee is included or intended in any report, opinion, document or otherwise.
5. **Qualified Personnel:** The obligations and duties to be performed by RVW shall be performed by persons qualified to perform such duties efficiently. RVW, if the CLIENT shall so direct, shall replace any engineer or other person employed by RVW in connection with the work.
6. **Contractor(s)/Manufacturer(s)' (Other(s)') Work/Products:** RVW shall not, as a result of any recommendations, preparation of plans, specifications, contract documents or other instruments of service or as a result of any on-site visits, review, tests or observations of the Other(s)' work in progress; supervise, direct or have control over Other(s)' work nor shall RVW have authority over or responsibility for the means, methods, techniques, sequences or procedures of construction selected by Other(s), for safety precautions and programs incident to the work of Other(s), or for any failure of Other(s) to comply with laws, rules, regulations, ordinances, codes or orders applicable to Other(s) furnishing and performing their work. Accordingly, RVW can neither guarantee the performance of Other(s) or their products nor assume responsibility for Other(s)' failure to furnish and perform their work generally or in accord with any Contract Documents.
7. **Insurance:** RVW shall take out and maintain workmen's compensation insurance, public liability insurance and automobile liability insurance as prescribed by the latest revision of the Code of Federal Regulations, Title 7, Agriculture, Part 1788 - Subparts B and C -Insurance for Contractors, Engineer and Architects.
8. **Controlling Law:** These standard terms and conditions are to be governed by the law of the principal place of business of RVW.
9. **Termination:** The obligation to provide further services may be terminated by either party upon thirty days' written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party.
10. **Assignment:** The obligations of either party shall not be assigned without the approval, in writing, of the other party; however, such approval shall not be unreasonably withheld.
11. **Opinions of Cost:** Because RVW has no control over the cost of labor, materials, equipment or services furnished by Others, or over Other(s)' methods of determining prices, or over competitive bidding or market conditions; RVW's estimates or opinions of probable costs and construction cost provided are made on the basis of RVW's experience and qualifications and represent RVW's best judgment as an experienced and qualified professional; but RVW cannot and does not guarantee that proposals, bids or actual equipment or construction costs will not vary from estimates or opinions of probable cost prepared by RVW.
12. **Reuse of Documents:** All documents, specifically including drawings (maps and staking sheets), reports, and plans and specifications, copies of which are furnished and delivered to CLIENT by RVW (and RVW's independent professional associates and consultants) pursuant to these terms and conditions are not products but are instruments of service and RVW shall retain an ownership and property interest therein. Due to the ease with which computer files may be changed and the difficulty of tracking by whom and when such changes were made, unless otherwise specifically agreed, as in the conversion of manually drafted records to, or maintenance of CAD (computer aided drafting) files owned by the CLIENT, all computer files including CAD files created or modified by RVW shall remain the exclusive property of RVW and only the hardcopy printouts, delivered to the CLIENT, shall be considered instruments of service as described herein. CLIENT may make and retain copies for information and reference in connection with the use and occupancy of any project by CLIENT and others; however, such documents are not intended or represented to be suitable for reuse by CLIENT or others on extensions of any project or on any other project. Any reuse without written verification or adaptation by RVW for the specific purpose intended will be at CLIENT's sole risk and without liability or legal exposure to RVW, or to RVW's independent professional associates or consultants, and CLIENT shall indemnify and hold harmless RVW and RVW's independent professional associates and consultants from all claims, damages, losses and expenses including attorneys' fees arising out of or resulting therefrom. Any such verification or adaptation will entitle RVW to further compensation at RVW's standard job order rates. All work papers and any other documents not specifically described in this paragraph shall remain the exclusive property of RVW.
13. **Patents and Copyright:** RVW retains the exclusive rights of ownership of any patentable or copyrightable concepts or works arising from its services.
14. **Hazardous Materials:** RVW hereby states, and the CLIENT acknowledges, that RVW has no professional liability (errors and omissions) or other insurance, and is unable to reasonably obtain such insurance, for claims arising out of the performance of or failure to perform professional services, including but not limited to the preparation of reports, designs, drawings and specifications, related to the investigation, detection, abatement, replacement or removal of products, materials or processes containing asbestos, mold, polychlorinated biphenyl (PCB) or other toxic substances. Accordingly, the CLIENT hereby agrees to bring no claim for negligence, breach of contract, indemnity or otherwise against RVW, its principals, employees, agents and consultants if such claim in any way would involve RVW's services for the investigation of or remedial work related to asbestos, mold, polychlorinated biphenyl (PCB) or other toxic substances. The CLIENT further agrees to defend, indemnify and hold RVW and its principals, employees, agents and consultants harmless from any such asbestos, mold, polychlorinated biphenyl (PCB) or other toxic substance claims that may be brought by third parties as a result of the services provided by RVW.
15. **Risk Allocation:** In addition to the insurance requirements of paragraph 7 above, RVW agrees to maintain professional liability insurance in the sum of not less than one million dollars (\$ 1,000,000.00) annual aggregate, on a claims made basis, as long as it is reasonably available under standard policies at rates comparable to those currently in effect. In consideration of RVW's maintaining such professional liability insurance, the CLIENT agrees that to the fullest extent permitted by law, RVW's total liability to the CLIENT and THIRD PARTIES for any and all injuries, claims, losses, expenses, damages, or claim expenses arising out of this agreement from any cause or causes shall not exceed a total amount equal to the lesser of RVW's fee for a particular service authorization or (\$1,000,000.00). Such causes include but are not limited to RVW's negligence, errors, omissions, strict liability, breach of contract or breach of warranty.

Initials _____ Date _____

**RESOLUTION SETTING
FINAL LEVY OF
EDUCATIONAL SERVICE UNIT 7**

WHEREAS, public notice was given at least five days in advance of a special public hearing called for the purpose of determining final levy of Educational Service Unit 7 (ESU 7) for the 2018-2019 fiscal year; and whereas such special public hearing was held before the Board at the time, date and place announced in the notice published in a newspaper of general circulation, a copy of which notice and proof of publication of which is attached hereto as Exhibit A, all as required by law;

and WHEREAS, the Board provided an opportunity to receive comment, information and evidence from persons in attendance at such special hearing;

and WHEREAS, the Board, after having reviewed the preliminary tax rate certified by the County Clerk in each county in which taxable property is situated and which is subject to taxes levied by ESU 7;

and WHEREAS, the Board of Directors, after public consideration of the matter has determined that a final tax levy in an amount different from the preliminary property tax rate certified by each such County Clerk as is herein above referred to, is necessary in order to carry out the functions of ESU 7 as determined by its Board for the 2018-19 school year;

Now be it therefore resolved that the Board of ESU 7 has a tax request of \$2,628,278.46. for the 2018-19 fiscal year and the final levy of the Board of ESU 7 should be, and hereby is set at .015000 for the 2018-19 fiscal year.

It is so moved by _____ and seconded by _____ this 13th day of September, 2018.

Roll call vote as follows:

<u>Jack Young</u>	YES	NO	ABSENT
<u>Richard Luebbe</u>	YES	NO	ABSENT
<u>Doug Kluth</u>	YES	NO	ABSENT
<u>Marni Danhauer</u>	YES	NO	ABSENT
<u>Joyce Baumert</u>	YES	NO	ABSENT
<u>Jennifer Miller</u>	YES	NO	ABSENT
<u>Terry Fusco</u>	YES	NO	ABSENT
<u>Dan Hoesly</u>	YES	NO	ABSENT
<u>Richard Stephens</u>	YES	NO	ABSENT
<u>Doug Pauley</u>	YES	NO	ABSENT
<u>Gary Wieseler</u>	YES	NO	ABSENT
<u>Don Ellison</u>	YES	NO	ABSENT

The undersigned herewith certifies as Secretary of the Board of ESU 7 that the above resolution was duly adopted by a majority of said Board at a duly constituted public meeting of said Board.

Secretary of the Board

Expenditures-Revenue Budget 2018-2019

Code	Program Function	2017-2018 2-Budgeted Expenditure	2018-2019 2-Budgeted Expenditure	1-Contract (Districts)	1-Current Year Property Taxes, General fund	Dollars pulled from Cash Reserve/On Hand	1-State Funds	1- Federal Funds	1-Tech Bond	1-Flow Through	1-Actual Balance Carry Over	1-Sped C/O, 2327	Balance	Month Reviewed
1212	Program Supervision	269,149.52	286,787.43	282,687.43						4,100.00			0.00	June
1214	Psychology	522,831.47	544,246.10	544,246.10									0.00	June
1216	Speech	767,679.74	834,928.53	832,928.53						2,000.00			0.00	June
1220	Vision	247,287.69	247,672.64	247,672.64									0.00	June
1230	Para Professional	162,725.71	182,787.14	182,787.14									0.00	June
1233	Early Childhood	855,938.72	900,994.89	900,994.89									0.00	June
1234	Center	524,073.02	601,886.25	601,886.25						0.00			0.00	June
1235	Transition	74,751.31	74,616.31	74,616.31									0.00	June
1236	Deaf Education	18,456.19	44,988.47	44,988.47									0.00	June
1237	Resource Coach	101,953.68	106,930.32	106,930.32									0.00	June
1238	Behavior Analyst	113,814.02	106,749.38	106,749.38									0.00	June
2222	Media Resources	103,809.61	91,685.45		91,685.45					0.00			0.00	May
2224	Distance Learning	205,184.02	268,885.91		109,585.91	90,000.00				69,300.00			0.00	May
2261	Production/Art Media	693,912.34	546,614.10		280,264.10	44,500.00				221,850.00			0.00	May
2310	Board	113,853.92	109,347.79		109,347.79					0.00			0.00	May
2320	Administration	454,634.79	412,015.94		412,015.94					0.00			0.00	May
2510	Business	132,869.70	124,170.77		124,170.77								0.00	May
2515	Building and Sites	2,233,000.00	2,832,000.00		14,500.00	\$2,219,000.00				598,500.00			0.00	May
2520	Vehicle Replacement	43,723.37	39,536.33		30,200.00					9,336.33			0.00	May
2600	Plant Maintenance	142,731.01	139,092.70	7,446.65	121,646.04	10,000.00							0.00	May
2800	Flow Through Misc.	446,517.01	395,439.28							304,011.73	91,427.55		0.00	August
2804	Technology Bond Equipment	96,000.00	0.00						0.00				0.00	May
3550	Professional Development	817,330.04	806,472.29		806,472.29								0.00	May
3565	Telecommunications	822,307.75	814,189.60	109,053.84	455,135.76					250,000.00			0.00	May
3566	Telecom- Infrastructure NNNC	60,470.00	51,620.00		51,620.00								0.00	May
3567	LanMan	0.00	134,572.84	112,938.44	21,634.40								0.00	June
3599	Other State	10,000.00	10,000.00				10,000.00						0.00	June
4200	Title IA Regular/Administrative	918,672.09	829,516.48					829,516.48		0.00			0.00	June
4210	Title I Accountability	70,838.64	31,171.52					31,171.52					0.00	June
4310	Title IIA Teacher Quality	264,092.01	169,737.45					169,737.45		0.00			0.00	June
4399	Other Federal	870,000.00	350,000.00					350,000.00					0.00	June
4415.19	PEak	62,813.00	62,705.00					62,705.00		0.00			0.00	June
4415.18	C.O. District Targeted Impr. Plans	0.00	12,841.76					\$12,841.76					0.00	June
4416.19	Planning Region Grant	20,100.00	20,100.00					\$20,100.00					0.00	June
4416.18	Planning Region Grant	3,294.51	1,582.79					\$1,582.79					0.00	June
4417.19	Innovative Transition Grant	4,000.00	4,000.00					\$4,000.00					0.00	June
4417.18	Innovative Transition Grant	2,745.53	3,876.22					\$3,876.22					0.00	June
4418.19	Transition Project Grant	10,000.00	10,000.00					\$10,000.00		0.00			0.00	June
4418.18	Transition Project Grant	3,074.19	2,497.64					\$2,497.64					0.00	June
4421.19	Autism Grant	142,399.00	142,399.00					\$140,399.00		2,000.00			0.00	June
4421.18	Autism Grant	14,791.20	12,772.64					12,772.64					0.00	June
4423	Assistive Technology Partnership Grant	15,638.73	0.00					0.00					0.00	June
4427	ENTC	10,000.00	10,000.00					\$10,000.00					0.00	June
4429	C.O. Assistive Technology Partnership	89,417.17	0.00					\$0.00		0.00			0.00	June
4430	Anticipated Grant	67,727.25	80,000.00					80,000.00					0.00	June
4431.19	Transition Developmental Disabilities	800.00	10,000.00					10,000.00					0.00	June
4432	Summer VR Grant	26,076.82	26,076.82					26,076.82					0.00	June
4433	Transition Innovative Carryover	7,278.93	0.00					0.00					0.00	June
4990	PBIS	0.00	24,023.83					24,023.83					0.00	June
4455	Administrative Outreach	111,022.93	111,264.58					111,264.58					0.00	June
4690.20	Early Learning Connections	13,184.75	13,033.19					13,033.19					0.00	June
4690.19	Early Learning Connections	111,150.03	114,466.81					106,466.81		8,000.00			0.00	June
4700	Carl Perkins Vocational Grant	73,291.45	79,919.22					79,872.77		46.45			0.00	June
4915	Migrant Title I-C Consortium	970,389.53	1,003,571.45					998,201.19		5,370.26			0.00	June
4916	Migrant Title I-C Carry-Over	246,644.00	290,220.51					290,220.51					0.00	June
4925	Title III LEP	115,311.06	133,102.24					133,102.24		0.00			0.00	June
4926	Title III IE	16,952.52	57.14					57.14					0.00	June
5100	Tech Bond	4,000.00	0.00						0.00				0.00	June
Totals		14,300,709.97	14,257,166.76	4,155,926.42	2,628,278.46	2,363,500.00	10,000.00	3,533,519.57	0.00	1,474,514.77	91,427.55	0.00	0.00	
				1-Contract (Districts)	1-Property Taxes, General fund	Dollars pulled from cash reserve	1-State Funds	1- Federal Funds	1 - Tech Bond	1-Flow Through	1-Actual Balance Carry Over	1-Sped C/O, 2327	Balance	

Expenditures-Revenue Budget 2018-2019	
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Goals

Strategic Planning:

1. We will increase our capability to collect, analyze and use data/information as we develop and deploy our services.
2. By June 2017, ESU 7 will communicate from supervisor to staff proactively on a scheduled basis (One time per month or more frequent) and will receive feedback on the process through a survey at the end of December 2016 and follow up in May 2017.
3. Behavioral Mental Health Target (goal in development)
4. Create a process for proactive internal communication within an established timeline and continue to implement and monitor marketing strategies.

ESU 7 Board:

1. The Board will use data to ensure quality and efficiency of current and future services to its stakeholders (students, educators, parents, and community).
 - Evidence: Scorecard, Staff Surveys, Professional Development Surveys, and Treasurer's Report.
2. Exploration of potential expansion of educational behavioral health offerings.
 - Evidence: Questions/Answers, Timeline.
3. The Board will examine short and long term financial projections to ensure long term financial stability.
 - Evidence: Treasurer's Report, High Dollar Bills Report, Cash on Hand Balance.
4. The Board will work to update and streamline their policy manual.
 - Evidence: Timeline, Recommended Policy Language.

ESU 7 Administrator:

1. Communicate and market our work being done to Board, Staff, and School Districts.
 - Actively respond to needs/desires of annual SIMPL process
 - Evidence: Quarterly Report, Business, Industry and Education Committee, School Board and Superintendent Visits.
2. The Administrator will ensure budget stability by maintaining cash on hand at 30%.
 - Purposeful budget planning.
 - Re-Coding budget to align with NDE's required changes in 2018.
3. Create timeline for policy revision for completion in 2019-2020.

Leadership Team:

By June 2017, six ESU 7 public schools will have access to Adviser, will identify the data sources they have access to, will describe those data, will have a process for identifying and correcting any conflicting data, and will write actions plans using those data.

Departments:

Administration: All ESU 7 keys have a home, new hire checklist revision, password hub, streamline annual data collections.

Cen7ter: Increase community awareness by adding new businesses as job sites and incorporating new social/educational outings.

Early Childhood (EC): 13/13 Members of the PAC team trained in home visits and to meet fidelity by May 2018.

Grants: Evaluate Grant language on all outreach materials to accurately reflect populations served.

Migrant: Improve School District relationships with those that have migrant students by establishing partnerships with district faculty and staff.

Production: Deliver professional development on copyright issues to four ESU 7 Schools and become familiar with two new copyright issues.

Professional Development (PD): Develop and implement a PD survey to be administered after PD is delivered offsite.

Psychology: To empower school staff to better advocate for and serve all students.

Speech/Language Pathologists (SLP): Explore Technology to Improve SLP Services with Students.

Tech: Increase our knowledge and create best practices for Lightspeed web filtering and Chromebook Management and continue to update documentation though the WAN sheet and Gantt chart.

Vision: Develop a vision checklist to assist in referrals by researching other checklists, determine what will benefit the ESU 7 referral process and revise/create a checklist for the ESU 7 team by May 2018.

Operational Priorities:

1. Maintain a current technology plan.
2. Continue to expand our capability to participate in, and facilitate collaborative partnerships in our service area.
3. Continue marketing efforts.
4. Continue to assess tech capacity including: Instructional technology, training, infrastructure, bandwidth, software, social media, networking, distance learning, etc.
5. Continue building capacity with the SPED coordinators in ESU 7 and service area
6. Use alternative methods of delivering professional development

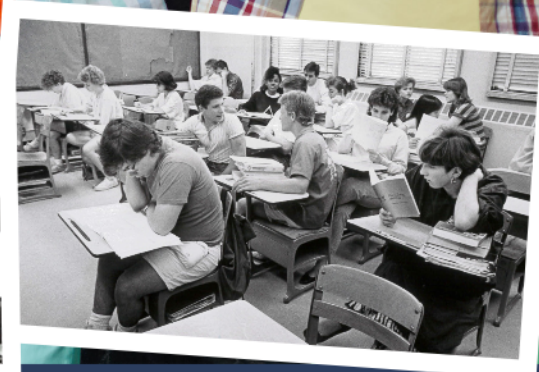
Our Mission: To provide Leadership and Service Supporting the Improvement of Teaching and Learning.

Our Vision: To be the best ESU in the state.

100TH ANNUAL STATE EDUCATION CONFERENCE | NOVEMBER 14-16, 2018



RECOGNIZING OUR ROOTS & REACHING BEYOND



LA VISTA CONFERENCE CENTER/EMBASSY SUITES
CO-SPONSORED BY THE NEBRASKA ASSOCIATION OF SCHOOL BOARDS AND
THE NEBRASKA ASSOCIATION OF SCHOOL ADMINISTRATORS



REGISTRATION & RESERVATIONS

REGISTRATION FOR THE 2018 STATE EDUCATION CONFERENCE WILL OPEN WEDNESDAY, SEPTEMBER 12, 2018. To register, go to the NASB website - www.NASBOnline.org - log in using your username and password, and click the State Education Conference link. If you do not have a username and password or have forgotten it, please call 800-422-4572.

Registration fees for the conference are as follows:	<i>(No refunds after the registration deadline)</i>		
REGISTER SEPTEMBER 12 THROUGH NOVEMBER 2	\$225	REGISTER NOVEMBER 3 THROUGH ON SITE	\$275
NON-MEMBER REGISTRATION	\$540	PRE-CONFERENCE REGISTRATION	\$70
CANCELLATION FEE (PRIOR TO 11/3)	\$ 75	BOARD MEMBER ELECT	\$95

HOTEL RESERVATIONS

TO RESERVE ACCOMMODATIONS AT THE CONFERENCE HOTELS YOU MUST FIRST REGISTER FOR THE CONFERENCE AS DESCRIBED ABOVE.

- To qualify for a room, you must complete your conference registration between September 12 and September 24, 2018. Once your conference registration is complete, you will receive an email with your NASB Registration code and a Conference Hotel Room Request Form. The code will not be activated until Monday, September 24, 2018. TWO NIGHT MINIMUM STAY RESERVATIONS WILL BE GIVEN PRIORITY AT THE ON SITE HOTELS.

COMPLETE THE CONFERENCE HOTEL ROOM REQUEST FORM

- Multiple attendees can be listed on one room request form. Form must be submitted in the original excel format, not pdf.

THE EMBASSY SUITES, LA VISTA WILL ACT AS THE HOUSING AGENT FOR ALL PROPERTIES. EVERY EFFORT WILL BE MADE TO FULFILL EACH REQUEST FORM'S HOTEL PREFERENCE TO THE BEST OF THEIR ABILITY. RESERVATIONS WILL BE MADE IN THE ORDER THAT EMAILS WITH VALID NASB REGISTRATION CODES ARE RECEIVED BY DAVID SCOTT, HOTEL COORDINATOR. ALL REQUEST FORMS SUBMITTED BETWEEN SEPTEMBER 24 AND OCTOBER 12, 2018 ARE GUARANTEED TO HAVE ROOMS ASSIGNED TO THEM AT ONE OF THE FOLLOWING:

EMBASSY SUITES, LA VISTA | \$152 per night | 12520 Westport Parkway, La Vista
COURTYARD BY MARRIOTT, LA VISTA | \$152 per night | 12560 Westport Parkway, La Vista
HAMPTON INN & SUITES, LA VISTA | \$151 per night | 12331 Southport Parkway, La Vista ***
EMBASSY SUITES, DOWNTOWN/OLD MARKET | \$152 per night | 555 South 10th Street, Omaha ***
OMAHA MARRIOTT, REGENCY | \$151 per night | 10220 Regency Circle, Omaha ***
MY PLACE | \$119 per night | 7823 South 123rd Plaza, La Vista ***
COMFORT SUITES | \$139 per night | 8121 Eastport Parkway, La Vista ***

Complimentary shuttle service to and from all hotels listed above will be available through the Travel Concierge, located at the Embassy Suites Conference Center.

A RESERVATION AT ONE OF THE ABOVE IS NOT REQUIRED TO ATTEND THE STATE EDUCATION CONFERENCE

SUBMIT THE CONFERENCE HOTEL ROOM REQUEST FORM TO RESERVE ROOMS AT THE CONFERENCE HOTELS

Email the form to david.scott@hilton.com beginning at 10:00AM Central Standard Time, 9:00AM Mountain Standard Time on Monday, September 24, 2018. You will be notified via email within 7 days of where your hotel reservation has been made.



RECOGNIZING OUR ROOTS & REACHING BEYOND

SCHEDULE AT A GLANCE / PRE-CONFERENCE SESSIONS

WEDNESDAY, NOVEMBER 14

PRE-CONFERENCE SESSIONS

1:00 TO 4:00PM

EXHIBITOR RECEPTION

4:00 TO 6:00PM

100TH BIRTHDAY PARTY

6:00 TO 7:00PM

THURSDAY, NOVEMBER 15

BOARD MEMBER/MENTOR

COLLABORATION

7:15 TO 8:00AM

OPENING KEYNOTE SPEAKER

8:15 TO 9:30AM

A - BREAKOUT SESSIONS

9:45 TO 10:45AM

B - BREAKOUT SESSIONS

11:15AM TO 12:15PM

THURSDAY LUNCHEON KEYNOTE SPEAKER

12:30 TO 2:00PM

C - BREAKOUT SESSIONS

2:15 TO 3:15PM

D - BREAKOUT SESSIONS

3:30 TO 4:30PM

FRIDAY, NOVEMBER 16

CLASSROOM SHOWCASE

8:00 TO 11:45AM

E - BREAKOUT SESSIONS

9:15 TO 10:15AM

F - BREAKOUT SESSIONS

10:30 TO 11:30AM

FRIDAY LUNCHEON KEYNOTE SPEAKER

11:45AM TO 1:15PM

PRE-CONFERENCE SESSIONS

WEDNESDAY, NOVEMBER 14 | 1:00 TO 4:00PM

A REAL LIFE DISCUSSION ABOUT SCHOOL SAFETY & SECURITY

This isn't your normal school safety presentation, and after the tragedies of the past year, it shouldn't be. We will combine the expertise and experiences of a diverse group of presenters to have a candid and practically useful discussion of the many issues related to school safety and security. It will include real life examples of serious situations, cutting edge research specifically related to Nebraska, legal overviews of what you should be considering in these situations, and a practical discussion of all of those things in the context of the Standard Response Protocols and the unique differences in resources and geography between larger and smaller schools in Nebraska. Be ready to ask questions and discuss your experiences as a board member or administrator, because the presentation is designed to provide useful guidance and ideas to all attendees. Issues related to school safety aren't going away, so let's be open and honest about the best ways to prevent but also be prepared, led by those of us who deal with different aspects of these difficult situations almost every day in the field.

PRESENTERS:

Dan Endorf - North Bend Central Public Schools; Kevin Kavan - Fremont Public Schools; Mark Lenihan - Wayne Community Schools; and Bobby Truhe - KSB Law

PARTNERING FOR A STRONGER AMERICAN WORKFORCE

You've heard of the career academies springing up throughout the larger schools. Now learn how rural schools can work together and provide career and technical education (CTE) opportunities just like their larger counterparts. The CTE model presented will address: creative logistics, innovative financing, and course programming questions. Included will be how multiple small schools can collaborate and develop a career and technical student organization, like SkillsUSA; which focuses on community service and provides over 100 different engaging student competitions. Leave with a better understanding of this innovative approach to unite rural schools, the local ESU, business partners, NDE, and post-secondary institutions. Use the presented model to engage students, explore careers, and prepare for life. If your school is within 30 miles of another and you are looking for additional opportunities for your students; this is a must-see session.

PRESENTERS:

Ted DeTurk, Joe Peitzmeier & panelists from participating schools - ESU 2; Tony Glenn & Greg Stahr - NDE; Gracie Davis - SkillsUSA State President, Papillion-La Vista South High School; Max Yarnell - SkillsUSA State Vice-President, Louisville High School

SUPERINTENDENT OF THE YEAR WILL BE RECOGNIZED AT THE THURSDAY LUNCHEON

NASB DELEGATE ASSEMBLY | FRIDAY, NOVEMBER 16 | 8:00 TO 9:30AM

THE ANN MACTIER AWARD WILL BE PRESENTED AT THE FRIDAY LUNCHEON

TO REGISTER FOR THE CONFERENCE VISIT WWW.NASBONLINE.ORG

KEYNOTE SPEAKERS



EMBRACE THE SHAKE

PHIL HANSEN

THURSDAY MORNING OPENING SPEAKER | 8:15 TO 9:30AM

Referred to by his fans as "the Artist for the People", Phil Hansen is an internationally recognized multimedia artist, speaker, author and innovator -- at the forefront of bringing art to a wider audience. For the tens of millions who have seen Phil's art on TV and online, it's hard to imagine that his artistic journey nearly came to an end when a tremor developed in his drawing hand. In exploring new ways to create art, Phil discovered that by embracing his shake, limitations could become the passageway to creativity. His inspirational story was first shared on the TED stage to a standing ovation, and then shared around the world including on PBS, BBC and CCTV. "We need to first be limited in order to become limitless." - Phil Hansen



THE RICHEST MAN IN TOWN

V.J. SMITH

THURSDAY LUNCHEON SPEAKER | 12:30 TO 2:00PM

V.J. Smith is a proud graduate of South Dakota State University. He is the author of the best-selling book, "The Richest Man in Town." The book details Smith's relationship with a little old man who ran a cash register at a local Wal-Mart. "That guy changed my life," Smith says. V.J. is the President of Life's Great Moments. V.J. will inspire you with his moving message!



CRUISIN' THROUGH LIFE AT 35 MPH

BRIAN BLASKO

FRIDAY LUNCHEON SPEAKER | 11:45AM TO 1:15PM

Life is a journey...enjoy the ride! This exciting program offered by Brian Blasko invites you to discover and maximize your own personal potential. Our lives, careers and communities are like vehicles and we are the engines that help keep them running smoothly. Come learn how to gain some "fuel" for your internal gas tank. While traveling on this journey Brian will share strategies for successful leadership, teamwork and personal growth. The strategies have all been test-driven and proven road-worthy. Do not let life's little road blocks keep you stuck on the side of the road. Come have some fun and learn how to push your pedal to the metal!

RECOGNIZING OUR ROOTS & REACHING BEYOND

BREAKOUT SESSIONS & TRACKS

 BOARDSMANSHIP	 MANAGEMENT/ADMINISTRATION
 CAREER & COLLEGE READINESS	 NEW BOARD MEMBER
 COMMUNICATION	 SCHOOL CULTURE
 COMMUNITY ENGAGEMENT	 SCHOOL SAFETY
 CURRICULUM	 STRATEGIC PLANNING
 EARLY CHILDHOOD EDUCATION	 STUDENTS
 FINANCE	 TECHNOLOGY
 LEGAL & POLICY	 WELLNESS
 LEGISLATIVE AND ADVOCACY	

A - BREAKOUT SESSIONS

THURSDAY, NOVEMBER 15 | 9:45 TO 10:45AM

A1 CHAMPIONS FOR EQUITY IN EDUCATION: A CONVERSATION WITH THE STATE BOARD OF EDUCATION

Join the State Board of Education Members to hear brief updates on the statewide vision and priorities for Nebraska education. Much of this session will be devoted to question and answer opportunities with State Board members.

PRESENTERS: The Nebraska State Board of Education

A2 I'M A NEW BOARD MEMBER, NOW WHAT?

Are you a newly elected board member? Have you recently been appointed to fill a vacancy on the Board? How do you properly prepare for this new role? Who do you reach out to as a resource with your questions about board service? This session will cover the roles and responsibilities of a board, address frequently asked questions, and engage participants in an interactive discussion.

PRESENTERS: Shari Becker & Kori Stanosheck - NASB

A3 SECURITY AND SAFETY ENHANCED THROUGH THREAT ASSESSMENT AT LINCOLN PUBLIC SCHOOLS

Student safety is every school district's top priority. Beyond the Standard Response Protocol for a crisis Lincoln Public Schools embraces a multidisciplinary approach to threat assessment. The district has instituted an anonymous reporting mechanism and is continually enhancing proactive measures to help keep students safe. We will share information about various safety measures and facilitate a discussion to share best practice across school districts.

PRESENTERS: Lincoln Public School representatives



TO REGISTER FOR THE CONFERENCE VISIT WWW.NASBONLINE.ORG

THURSDAY BREAKOUT SESSIONS



A4 CONFLICTS, CONTRACTS AND NEPOTISM- SCHOOL BOARDS AND THE NEBRASKA POLITICAL ACCOUNTABILITY AND DISCLOSURE ACT



This session will explore state law applicable to school boards in the areas of conflicts of interest, interest in a contract, the hiring of family members and the use of public resources. The session will include a discussion of: 1. Conflicts of Interest- What a conflict is and how should it be addressed; 2. Interest in a contract with the school district- Special requirements when a school board member is doing business with the school district; 3. Supervising and hiring immediate family members- Special steps to be taken when an immediate family member of a school board member is an employee of the district; 4. Prohibited uses of school resources and funds; 5. Use of public resources in connection with ballot questions; 6. Participation of school officials and school employees in political campaigns.

PRESENTER: Frank Daley - Nebraska Accountability & Disclosure Commission



A5 OPEN MEETINGS LAW 101: WHAT EVERY BOARD MEMBER NEEDS TO KNOW

Open Meetings Law 101 will review the basic provision of the Nebraska Open Meetings Law, Neb. Rev. Stat. §§84-1407 through 84-1414, including notice of meetings, agenda requirements, open and closed sessions, locations of meetings, public comments, minutes, voting and board materials, among other nuances of the statutes.

PRESENTERS: Greg Perry & Rex Schutlze - Perry Law Firm



A6 IF NOT US, THEN WHO? PROVIDING MENTAL HEALTH SERVICES IN SCHOOLS

This session will address a program developed by Educational Service Unit #5 to provide mental health services to students in rural districts. After the first year of the program, school districts saw the positive effects of addressing mental wellness and mental health in their student population. It became clear that supporting mental health in the school district showed an improvement in student self-confidence and positive relationship development through staff and students. The presentation will focus on how the implementation of mental health services has had a direct impact on the well-being of students, families and school personnel.

PRESENTERS: Brenda McNiff & Jen McNally - ESU 5



A7 SUPERINTENDENT 360 EVALUATION

Looking for an improved Superintendent performance evaluation tool, the Raymond Central BOE piloted a 360 Evaluation Model for the 2017-18 school year. This model gathers feedback from various stakeholders including administrators, staff, students, parents and community members as well as the BOE. Four clearly defined performance goals were established and mutually agreed upon by the Superintendent and BOE in July 2017. Reviewed quarterly at BOE meetings, these goals became the critical component of the evaluation tool as well as other leadership performance standards. Partnering with NASB to create and administer the 360 Evaluation Survey, the survey was administered in November and May. Formative and summative documents provided excellent evaluation data noting areas of strength and areas needing growth. Feedback from all district stakeholders provides a realistic performance picture. We invite you to learn the specifics about this process.

PRESENTERS: Derrick Joel & Harriet Gould - Raymond Central Public Schools; Marcia Herring - NASB



A8 TEAMMATES: BUILDING STRENGTHS WITHIN STUDENTS

When TeamMates mentors focus on strengths, student mentees are more likely to look forward to spending time with them. Explore the positive correlations between a student's looking forward to seeing their mentor and the student's overall levels of hope, engagement in school, and well being.

PRESENTERS: Sue Kennedy & Annette Woodhead - TeamMates



THURSDAY BREAKOUT SESSIONS

B - BREAKOUT SESSIONS

THURSDAY, NOVEMBER 15 | 11:15AM TO 12:15PM



B1 MAKING CENTS OUT OF SCHOOL FINANCE

School finance is an ongoing challenge. In order to be effective it is important to have an understanding of not only the finances within your district, but how the pie is cut and distributed across the state. Attend this session for an explanation of school funds, state funding, budget planning timeline, cash reserves, salary negotiations, funding sources and more. Effective communication of budget items will also be discussed.

PRESENTERS: Carl Dietz - Wilcox-Hildreth Public Schools; Matt Fisher - Northwest Public Schools



B2 STUDENT VOICES

Students from several Nebraska high schools share their perspectives on a variety of issues that are important to the leaders of tomorrow.



B3 HOT TOPICS IN SCHOOL LAW

In what has become our favorite tradition at the State Education Conference, we will cover the biggest and most pressing school law issues that administrators and board members need to consider. We'll move fast through the topics and take questions as you have them!

PRESENTERS: Bobby Truhe & Steve Williams - KSB School Law



B4 NSAA

Meet the new NSAA Executive Director at this session. Attendees will learn about hot topics the NSAA has dealt with recently and bylaw changes for the upcoming year.

PRESENTER: Jay Bellar - NSAA



B5 OPEN MEETINGS LAW 201: WHAT EVERY BOARD MEMBER NEEDS TO KNOW

Open Meetings Law 201 will review various opinions of the Nebraska Attorney General's office interpreting the provisions of the Nebraska Open Meetings Law, Neb. Rev. Stat. §§84-1407 through 84-1414, and thoughts on how boards of education can avoid the pitfalls an difficulties experienced by others.

PRESENTERS: Greg Perry & Rex Schutlze - Perry Law Firm



B6 HIGH PLAINS COMMUNITY SCHOOLS 21ST CENTURY PRECISION AGRICULTURE PROGRAM

HPC has developed a program that allows our students to put 21st century precision agriculture practices to use from seed to harvest. Taking advantage of a 12 acre growing plot and partnerships with Orthman Manufacturing, Reinke Irrigation, Plains Equipment Group - John Deere, AgSense, Central Valley Ag., GrainBridge, and multiple seed dealerships, HPC students in our agriculture program gain practical knowledge and real life experience as part of our working farm program. This session will share in detail the development of our program which culminated this year in HPC adding a one tower irrigation pivot on our school grounds. Attendees at this session will understand how HPC has developed our program with the futures goals of our students at the forefront as participants will enter the work force or college program with an advantage based on their experiences with 21st century agriculture training and learning.

PRESENTER: Cameron Hudson - High Plains Community Schools



B7 PARLIAMENTARY PROCEDURE AND CONTROLLING BOARD MEETINGS

This session will review various rules, procedures, and processes of Robert's Rules and parliamentary procedure along with your legal rights and responsibilities in controlling board meetings.

PRESENTER: Jim Gessford - Perry Law Firm

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THURSDAY BREAKOUT SESSIONS



B8 THE BOARD'S ROLE IN ADDRESSING ADVERSE CHILDHOOD EXPERIENCES (ACEs)

There is a lot of data to support ACEs as a significant barrier to student achievement. How is your board responding to the data to ensure resources are dedicated to the development and support of a healthy cultures for staff and students? This session will identify ACEs, discuss its impact on student achievement, and address how school boards can develop systems to support students impacted by trauma.

PRESENTERS: John Spatz & Marcia Herring - NASB



B9 PRACTICAL STRATEGIES TO MEET STUDENTS' BEHAVIORAL AND MENTAL HEALTH NEEDS

School districts are focused on meeting students' behavioral and mental health needs. This session will focus on resources and strategies to address these needs and will include examples from two school districts. We will highlight strategies to enhance student services, increase expertise on behavioral and mental health issues and utilizing tax dollars efficiently.

PRESENTERS: Travis Miller - Bayard Public Schools; Jill Timmons - Fairbury Public Schools; Marilyn Grady - UNL

SUPERINTENDENT OF THE YEAR WILL BE RECOGNIZED AT THE THURSDAY LUNCHEON THURSDAY, NOVEMBER 15 | 12:30 TO 2:00PM

C - BREAKOUT SESSIONS

THURSDAY, NOVEMBER 15 | 2:15 TO 3:15PM



C1 IT'S ONLY ONE MEETING A MONTH

Is the focus of your district consistent from the classroom to the board room? Do members of your Board effectively work with each other, with the administration, and with the staff? What should a Board be "tight" about? What role does the Board play in establishing a culture that allows students and staff to excel? These questions, and others, will be addressed by Board, administrative, and teacher representatives from the Hastings Public Schools. Over the past decade HPS has transformed itself in about every way possible. Given that transformation, five of the seven schools in the District have gained national recognition and student achievement results have been driven upward in every building. In this session, participants will learn how the Board has been able to focus the district on school achievement, build a culture of collaboration, and substantially increase student achievement while improving staff productivity and morale.

PRESENTERS: Jim Boeve, Craig Kautz, Deb Lyons, John Bonham, Brent Gollner, Brady Rhodes, Laura Schneider & Becky Sullivan - Hastings, Public Schools



C2 EFFECTIVE SCHOOL BOARD ADVOCACY: TELLING YOUR STORY & CHANGING THE NARRATIVE

There is a narrative being told about you, your motives, and your actions. The question is, who's telling it? Learn the tips in telling YOUR story before someone else has the chance to, and discover the difference between story and policy. See how you can use your voice to make an impact in your district, community and all of Nebraska with key strategies to make, and keep strong relationships with state leaders strong year round, not just when you need them.

PRESENTERS: Colby Coash & Matt Belka - NASB

RECOGNIZING OUR ROOTS & REACHING BEYOND

THURSDAY BREAKOUT SESSIONS



C3 WHAT THE TENURE LAWS ACTUALLY SAY

Every year, we are surprised by the faulty assumptions and lack of understanding relating to certificated staff members and due process. This session will discuss the legal requirements and "hidden" requirements of the certificated contract nonrenewal, termination, cancellation, and amendment processes. Administrators get frustrated that they can't share more with their board, and board members get frustrated by the lack of information. We totally understand. Much of this can be avoided. This session will explain the legal processes, step-by-step, and help you to avoid confusion and frustration in your next personnel case.

PRESENTERS: Bobby Truhe & Karen Haase - KSB School Law



C4 STRENGTH BASED SCHOOLS

Hershey Public Schools has become a "Strength Based School". In 17-18 all of our certified staff and school board completed the CliftonStrengths assessment. This assessment provides information about individual areas that we are most talented in. In 18-19 we will provide this assessment to students in grades 5-12 to allow students the knowledge of their individual strengths! Imagine the possibilities when everyone has a knowledge and understanding of their own unique talents and works to improve upon them!

PRESENTER: Jane Davis - Hershey Public Schools



C5 SERVICE ANIMALS, THERAPY ANIMALS AND COMFORT ANIMALS IN SCHOOLS: LEGAL AND PRACTICAL GUIDANCE

As service, therapy and comfort animals become more commonplace in our society, schools continue to receive requests (or demands) to allow various animals into school. These requests can vary by animal types and by the requestor: students, employees and patrons. This session will walk through the legal aspects and requirements, and offer practical suggestions on handling real-world requests.

PRESENTERS: Jim Gessford & Justin Knight - Perry Law Firm



C6 HOW TO ENGAGE YOUR COMMUNITY IN DECISION MAKING

How do you truly engage your community in important decision making? Are you asking for feedback and no one is responding? Is the only feedback you get negative? This session will walk you through how the Papillion La Vista Community Schools engages the community in an authentic way. The recent bond election passed by nearly 70% much of that success is attributed to the engagement done up front. But it doesn't matter if it is a bond issue, boundary changes, or strategic planning. Community engagement is the key to success. Participants will learn what true engagement looks like and step by step strategies used in PLCS to truly engage the community and determine what their needs are. Some of the strategies covered will include community forms, online feedback. Facebook Live and more.

PRESENTER: Annette Eyman - Papillion La Vista Community Schools



C7 STUDENT FREE SPEECH RIGHTS AND THE STATUTORY DUTY OF NEBRASKA SCHOOLS TO PLACE "SPECIAL EMPHASIS TO COMMON HONESTY, MORALITY, COURTESY, OBEDIENCE TO LAW, RESPECT FOR THE NATIONAL FLAG"

This session will discuss the law regarding student free speech and the limits both during the school day and at school activities. There will be a focus on conduct that impinges on the rights of other students under both state and federal law and federal court decisions. The duties of the Board of Education and school administrators and teachers to take proactive measures to provide a safe, secure and non-discriminatory environment for all students in school and at activities will also be addressed.

PRESENTERS: Rex Schultze & Josh Schauer - Perry Law Firm



TO REGISTER FOR THE CONFERENCE VISIT WWW.NASBONLINE.ORG

THURSDAY BREAKOUT SESSIONS



C8 GROWING OUR OWN TOGETHER: GETTING AND STAYING AHEAD OF A TEACHER SHORTAGE
Is your school board feeling the heartburn of the current teacher shortage? Three of our five teachers leave the profession within their first 5 years of teacher employment. Border states are offering higher salaries and “new teacher perks” to Nebraska new teachers in an effort to recruit them away from Nebraska. The time is now to pull together and Grow Our Own Together. In this session you will hear about current action being taken and strategies for the future that need your help! This session is for both rural and Metro school boards.

PRESENTER: Carol Packard - NDE



C9 COMING TO YOU: STRATEGIC PLANNING

Chadron Public Schools revised it's approach to strategic planning by going to places where people are already meeting rather than asking people to come to school for another meeting. The purpose is two prong: 1) Elicit stakeholder's input and 2) Share the positive messages of success in our public school. We like to use the phrase... “It's More Than You Can See From the Street” This process was comprehensive and the results were used to inform the Board of Education efforts with long range planning.

PRESENTERS: Caroline Winchester, Sandy Roes & Tom Menke - Chadron Public Schools



C10 NEBRASKA'S SCHOOL LANDS: A MAGNIFICENT ENDOWMENT

Since the birth of Nebraska's statehood, School Trust lands were intended to – and continue to – enhance educational quality in the State of Nebraska. School Trust lands are premised on the idea that every community should have quality public schools, that education benefits the student and the community, and that prudence dictates there should be sustained support for those schools and students. This session will discuss the past, present and future of the Board of Educational Lands and Funds of the State of Nebraska, and will detail the benefits currently being provided to the local school districts, and the State of Nebraska, by the School Land Trust.

PRESENTER: Kelly Sudbeck - Board of Educational Lands and Funds of the State of Nebraska

D - BREAKOUT SESSIONS

THURSDAY, NOVEMBER 15 | 3:30 TO 4:30PM



D1 HOW TMC LABS EXTEND STUDENT LEARNING

Grand Island Public Schools implemented their TMC Lab (Think, Make, Create) in the summer of 2017. The district was part of a Design Grant funded by Nebraska Department of Education Innovation Grant. Presenters will share their story and ideas to accomplish similar extended learning opportunities without specific grant funds. GIPS designed modules around each of the STEAM areas. Elementary and middle schools have the lab on a rotating basis but several schools have developed their own MakerSpace areas similar to the lab. Although designed for afterschool and summer programs teachers may use the modules to support classes during the school day. All modules are built around hands-on, project-based educational challenges. Through the activities students work through productive struggles. Students utilize critical thinking skills to accomplish their tasks and are encourage to collaborate with peers.

PRESENTER: Jennifer Worthington - Grand Island Public Schools



D2 HOT TOPICS FROM AREA MEMBERSHIP MEETINGS

Join NASB officers and staff for an update on Hot Topics identified by our membership at the 2018 Fall Area Membership Meetings. School board members from across the state selected these issues as the most important issues facing education in Nebraska.

PRESENTERS: NASB Officers & Staff

RECOGNIZING OUR ROOTS & REACHING BEYOND

THURSDAY BREAKOUT SESSIONS



D3 STUDENT DISCIPLINE FOR BOARD MEMBERS

"What do you mean you can't tell me what he did to get expelled?!" "What am I supposed to tell patrons who call me asking why that violent student is still in the classroom?" School board membership is often frustrating (understatement!). This is especially true in the case of student discipline. This session will explain the basics of student discipline and how the requirements and limitations of Nebraska's Student Discipline Act impact board membership and your role as the governing body of the school but also a conduit between the school and your community members. We will focus on practical advice for administrators and board members to work through these situations together while also respecting the applicable state and federal laws.

PRESENTERS: Steve Williams & Karen Haase - KSB School Law



D4 BDS MULTI-SCHOOL SPORTS COOP - NAVIGATING THE CHALLENGES TO SECURE THE BENEFITS FOR OUR STUDENTS.

Multi-School sports Cooperatives are becoming more common. These COOP's have tremendous potential benefits for students but also include many challenges. The BDS COOP includes the communities of Bruning, Davenport, and Shickley and is now starting its 8th year. We will present our story from its start to where we are at today focusing on the challenges of initiating and maintaining a COOP. Administrative guidelines, Coaches Handbooks, and other agreements that we have created to help us manage our COOP will be shared.

PRESENTERS: Derek Ippensen - Norfolk Public Schools; John Mick - Shickley Public Schools



D5 WHAT'S NEW FROM WASHINGTON & LINCOLN: SRO'S, PROPERTY TAXES, MARIJUANA & MORE

A number of proposed political changes, if adopted, would have an immediate and substantial effect on Nebraska public schools. From school finance overhaul to dealing with student and staff marijuana use at school to school-resource officers, and more. This session is an absolute "must" for all board members and administrators before the beginning of the 2019 legislative session.

PRESENTER: Justin Knight - Perry Law Firm



D6 COMMUNICATIONS 101 - THE KEY TO SUCCESSFUL ENGAGEMENT

Do you feel like you are talking and no one is listening? Do you continually share information only to find out that no one understands what you are trying to say? Attend this session to learn ways to ensure your communication is on target and your message is being received.

PRESENTER: Annette Eyman - Papillion La Vista Community Schools



D7 STRATEGIC PLANNING IN MILLARD PUBLIC SCHOOLS

Strategic planning is a means by which an educational community continuously plans and implements systems to serve extraordinary purpose. Millard Public Schools has benefitted from their Strategic Planning process since the 1989-1990 school year. Millard has created systematic, organizational, and climate changes based on the work of valued stakeholders. In this session, you will hear from members of Millard's Administration and Board of Education on how this process has moved the needle in Millard and continues to positively impact student achievement and community engagement. Access to Millard's process and documents will be shared.

PRESENTERS: Jim Sutàn & Kim Saum-Mills - Millard Public Schools



D8 REID'S STORY...

Mark & Joni Adler will discuss with participants the journey during which their son Reid shared with them that he had suicidal thoughts to just over one month's time when on January 7, 2016, Reid took his own life changing the lives of many forever. Reid was the victim of intimidation and cyber bullying, a situation his parents knew nothing about until after his passing. Mark & Joni will challenge everyone to stand up for each other and not allow any type of bullying or inappropriate treatment between students or adults. The final focus will be on using courage and leadership as tools in spreading Hope and Kindness to everyone we encounter, an approach Reid lived and exemplified daily!

PRESENTERS: Mark & Joni Adler - Ralston Public Schools

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FRIDAY BREAKOUT SESSIONS

NASB DELEGATE ASSEMBLY FRIDAY, NOVEMBER 16 | 8:00 TO 9:30AM



CLASSROOM SHOWCASE FRIDAY, NOVEMBER 16 | 8:00 TO 11:30AM

E - BREAKOUT SESSIONS FRIDAY, NOVEMBER 16 | 9:15 TO 10:15AM



E1 EHA PLAN FOR 2018/19

In this session we will discuss the EHA Health plan for year 2018/19. We will review rates and plan design and any changes to State or Federal regulations.

PRESENTERS: Kent Trelford-Thompson - BCBS Nebraska; Greg Long - EHA



E2 ESSA, AQUESTT, AND THE NEBRASKA EDUCATION VISION

With the approval of Nebraska's Every Student Succeeds Act (ESSA) plan in June, adoption of college and career readiness standards and assessments, and State Board of Education's Strategic Vision and Direction, Nebraska's accountability system, AQuESTT, has undergone some important changes. This presentation will discuss additional indicators, new designation and classification rules, and supports for public schools identified for support and improvement.

PRESENTERS: Lane Carr & Diane Stuehmer - NDE



E3 PAIN IN THE APP V. 4.0

For the first time in history, most teenage relationships begin with exchanging child pornography (aka "sexting") rather than kissing. Incidences of cyberbullying, sexting, and online predators continue to occur despite well-intended efforts of schools and parents (though we wish parents had more information about what their kids are doing online!). Knowledge is power, and we're here to help. This presentation will cover the newest apps, cases, and trends board members and administrators must be aware of as you guide your school through these complicated issues.

PRESENTERS: Karen Haase, Tim Malm & Coady Pruett - KSB School Law



E4 HOW TO TEACH CREATIVE PROBLEM-SOLVING

What is the most vital skill that students need to navigate the 21st Century? Creative problem-solving. While it is now essential to teach students specific STEAM skills such as coding and engineering, it is even more important that students understand how to apply these skills. This ability will allow them to solve the problems they will face and continue to innovate in their fields of choice. This session will discuss the need for teaching creative thinking providing participants with research-based talking points for communicating this need to their colleagues. Then the session will provide specific strategies for how to teach creative problem-solving to students of all ages as well as ideas for how to measure student progress in this area.

PRESENTER: Dr. Allison Poss - Girls With Ideas

RECOGNIZING OUR ROOTS & REACHING BEYOND

FRIDAY BREAKOUT SESSIONS



E5 NEGOTIATIONS: GETTING READY AND WHAT TO NEGOTIATE AND WHAT NOT TO NEGOTIATE

The state of collective bargaining with NSEA bargaining units following the 2011 Nebraska Legislature's amendment of the collective bargaining statutes will be discussed, including the "math" and importance of comparability studies in preparing for negotiations. Negotiations timeline, and issues related to EHA health insurance options and elections by schools and by staff, and other benefits including leaves; and those items that should not be negotiated, such as the right: to hire, to maintain order and efficiency, to schedule work, to control transfers and assignments, to determine what extra-curricular activities may be supported or sponsored, to determine curriculum, determine class size, to adopt educational models to be used in instruction, to adopt policies and procedures for evaluation of staff, to determine the types of specialists to be employed, and to establish the provisions of the reduction in force policy.

PRESENTERS: Rex Schultze & Kelley Baker - Perry Law Firm



E6 CONNECTING THE DOTS IN SCHOOL SAFETY

How does the district work collaboratively with the School Resource Officer to accomplish the district's purpose of preparing students to be productive responsible citizens in a safe, caring and supportive learning environment? Connecting the Dots in School Safety: Building Relationships (County Attorney, CAC, Community, Judges, Staff, Students and Parents); Ongoing Professional Development (SRP, Mandatory Reporting and Truancy); and Threat Assessment (Developing a Team, Safety Plans and Mental Health Services).

PRESENTERS: Brandy Buscher - North Platte Public Schools; Officer Jeremiah Johson - North Platte Police Department & School Resource Officer



E7 INTELLECTUAL PROPERTY IN THE CLASSROOM: COPYRIGHTS, TRADEMARKS AND PATENTS

In today's age of rapidly advancing technology and innovation in the classroom, school officials must understand intellectual property law. These every day issues range from teachers streaming movies or playing movies in the classroom, students creating apps in the computer lab, and vendors selling merchandise bearing the school logo.

PRESENTER: Justin Knight - Perry Law Firm



E8 PREPARING TEACHERS FOR THE FUTURE, HOW CAN TEACHER EDUCATION HELP YOUR DISTRICT?

School leaders have indicated a challenge in finding and retaining effective teachers for teaching in our rapidly changing schools. Schools are becoming progressively innovative, whether it is technology, project-based learning, virtual, hybrid or individualized. Traditional teacher education programs are not providing all the skills and dispositions needed in innovative settings and for future ready teachers. We are inviting you to share your expertise as we re-imagine what innovative educator preparation looks like to meet the needs of the variety of new learning settings. The goal of this session is to have a conversation about beginning teachers and supporting teacher leadership.

PRESENTERS: Guy Trainin, Sara Skretta, Stephanie Wessels & Amanda Thomas - University of Nebraska-Lincoln



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FRIDAY BREAKOUT SESSIONS

F - BREAKOUT SESSIONS

FRIDAY, NOVEMBER 16 | 10:30 TO 11:30AM



F1 PREPARED TO LEARN: THE IMPORTANCE OF HIGH-QUALITY EARLY CARE & EDUCATION

Science tells us the neural foundation that governs development of our senses, literacy and language, and the ability for higher cognitive reasoning is mostly formed by the age of 3. Children who begin their lives without the support they need for healthy development tend to start kindergarten well behind their peers and very rarely close the gap. We know high-quality early experiences improve the cognitive and social development of young children, especially those who face serious obstacles to success in school and life. Early childhood education is an investment, and we must invest wisely. This session will explore the evidence supporting high-quality early care and education and describe the steps Nebraska is taking to prepare children for success in your Kindergarten classrooms.

PRESENTERS: Benjamin Baumfalk & Elizabeth Lopez Everett - First Five Nebraska



F2 CONTINUOUS SCHOOL IMPROVEMENT THROUGH THE USE OF AQUESTT EVIDENCE-BASED ANALYSIS

Accountability for a Quality Education System, Today and Tomorrow (AQuESTT) uses evidence-based analysis (EBA), based on six key strategic areas of investment, as a platform to create a system of care designed to provide support for teaching and learning, and student success and access. Learn how this EBA guides planning for programs of support for all Nebraska schools, resources that will support strategies for improvement, and continuous school improvement. This session will explore what school boards need to be aware of and what they can do to support the needs identified in this analysis.

PRESENTER: Kori Stanosheck - NASB



F3 LAW ENFORCEMENT, DISCIPLINE AND SPECIAL EDUCATION STUDENTS: WHAT BOARDS AND ADMINISTRATORS NEED TO KNOW



Crisis situations are already difficult enough. They become even more difficult when the student(s) involved has a disability and is eligible for services under Section 504 or the IDEA, which requires additional reporting obligations and considerations. Inevitably, board members will get calls from concerned parents, and one of the most frustrating parts is feeling like you don't have enough information! The confidentiality requirement in state and federal law related to student records and information about students makes it really tough to manage through these crises. Board members ask us these questions all the time: How are we supposed to know what to say if we can't have any of that information? Why aren't we just kicking that student out of class if she is throwing scissors at the teacher? What if everyone shows up to the board meeting and we look clueless? This presentation will cover the issues related to the intersection of law enforcement, student discipline, and special education, including suggestions for board members and administrators on how best to handle these situations and talk through these situations before they arise.

PRESENTERS: Karen Haase & Bobby Truhe - KSB School Law



F4 BUILDING STUDENT RESILIENCY THROUGH 7-12 GRIT PROGRAM



In the past year we have researched and worked to develop the skill of resiliency in our students. We believe the biggest factor in determining student success is not talent or intelligence, but the grit and resiliency to select a goal and be able to work through any obstacle accomplish what they set out to do. Our work has included a variety of activities that include individual reflections, group challenges, individual competitions, long term and short term goal setting, team competition, group readings, and student presentations.

PRESENTERS: Josh Struckman, Seth Ford, Cameron Miller & David Spencer - South Platte High School

FRIDAY BREAKOUT SESSIONS



F5 SCHOOL SECURITY & STUDENT WALKOUTS

This session will discuss various issues that have arisen surrounding school facility security, emergency readiness and response plans, school resource officers, and student protests and walkouts.

PRESENTER: Derek Aldridge & Haleigh Carlson - Perry Law Firm



F6 TEACHING & ASSESSING STUDENTS FOR 21ST CENTURY SKILLS

What does "career ready" really mean, according to the business world? Some of the most vital skills students require involve not only cognitive processes, but mindset, resilience, and outlook, along with the ability to interact responsibly. This session will give you a glimpse of what a 21st Century curriculum looks like, based on Robert Marzano's book, Teaching and Assessing 21st Century Skills when it's taught as a core subject or embedded into any class.

PRESENTERS: Shalee Lindsey, Shelli Pfeifer & Melissa Beberniss - Grand Island Public Schools



F7 NURSING CARE IN PUBLIC SCHOOLS/ IMPROVE STUDENT ACHIEVEMENT/SUCCESS BY MEETING STUDENTS BASIC NEEDS



School Nurse duties are growing in complexity and in many of the cares our students need require the certification of a Registered Nurse. Cognitive or Concussion protocol, Diabetes, Genitourinary and Respiratory or Tracheostomy cares are just a few of the many diagnoses and cares that only Registered Nurses are allowed to oversee or perform. Nebraska school nurses see approximately 10% of our student population for daily cares and the need continues to increase. Understanding the needs of our students requires nurses to gain several hours of additional training called Continuing Education Units. School nurses collaborate with the medical community to ensure students are receiving the proper care under their own medical provider, if possible, however, the school nurse may be one of the very few medical providers some students may ever see. If we continue to be proactive with school health and provide schools with a nurse, students will continue to receive the care they need and deserve.

PRESENTERS: Stuart Simpson & Jodi Miller - North Platte Public Schools; Joslynne Stauss - Waverly Public Schools

**ANN MACTIER - SCHOOL BOARD MEMBER OF THE YEAR
AWARD WILL BE PRESENTED AT THE FRIDAY LUNCHEON
FRIDAY, NOVEMBER 16 | 11:45AM TO 1:15PM**

REGISTERING FOR THE CONFERENCE

REGISTRATION FOR THE 2018 STATE EDUCATION CONFERENCE WILL OPEN WEDNESDAY, SEPTEMBER 12, 2018. To register, go to the NASB website at www.NASBonline.org and log in using your username and password, and click the State Education Conference link. If you do not have a username and password or have forgotten it, please contact NASB at 800-422-4572.



AS YOU REGISTER, BE SURE TO MAKE PLANS TO ATTEND THE EXHIBITOR RECEPTION
FROM 4:00 TO 6:00PM ON WEDNESDAY, NOVEMBER 14
FOLLOWED BY THE 100TH BIRTHDAY PARTY FROM 6:00 TO 7:00PM



IF YOU HAVE SPECIAL DIETARY NEEDS DUE TO A MEDICAL CONDITION,
CONTACT MAKENZIE BROOKHOUSER AT 800-422-4572 TO ARRANGE ALTERNATIVE MENUS.

TO REGISTER FOR THE CONFERENCE VISIT WWW.NASBONLINE.ORG



1311 STOCKWELL STREET
LINCOLN, NE 68502
WWW.NASBONLINE.ORG

RETURN SERVICE REQUESTED

100TH ANNUAL STATE EDUCATION CONFERENCE | NOVEMBER 14-16, 2018

RECOGNIZING OUR ROOTS & REACHING BEYOND



LA VISTA CONFERENCE CENTER/EMBASSY SUITES
CO-SPONSORED BY THE NEBRASKA ASSOCIATION OF SCHOOL BOARDS AND
THE NEBRASKA ASSOCIATION OF SCHOOL ADMINISTRATORS



Administrator Evaluation

Educational Service Unit 7

PURPOSE

The purpose of evaluating the administrator is not to micromanage the organization, but to provide oversight and public assurance that the policies are being effectively implemented. The evaluation process offers the Board the avenue to strengthen communication with the administrator and is an ongoing process to enable the board the occasion to provide formal feedback for professional growth (Herring, p. 24). +

PREFACE

The purpose of the following evaluation is to provide a written commentary of the performance of the Administrator of Educational Service Unit 7, as perceived by the Educational Service Unit 7 Board of Directors. The Board is committed to the confidentiality of all statements, but believes the Administrator is free to share any comments with any individual or group that he/she deems appropriate.

RESOURCES FOR THE BOARD'S REVIEW:

- Evaluation Policy
- Administrator's contract
- Administrator job description
- Administrator goal(s)
- Evaluation tool

PROCESS: All board members will participate in the evaluation process

- August- Evaluation Committee and Administrator review Evaluation Tool and Evaluation Policy/Procedures.
- September - Full Board is provided a paper copy of the evaluation.
Quarterly Report
- October - Administrator sends digital evaluation and evaluation resources to the Evaluation Committee Chair in the first week of October. The chair then forwards on to full Board for completion by October Board Meeting. Administrator completes Evaluation Tool as self-assessment and sends to Evaluation Committee on or before October 31.
- November - Committee Chair will send the completed Administrator self-assessment to full Board after November 1. Evaluation Committee compiles results of full Board completed evaluations prior to the November Board Meeting.



- December- Evaluation Committee meets prior to December Board Meeting to review with Administrator the results of evaluation. Report to full Board in December Board Meeting following Closed Session requirements with Administrator present.

Quarterly Report

- January - Confirm Evaluation Committee members. Administrator provides Evaluation Committee with goals and shares with Board at January Board Meeting.
- March - *Quarterly Report*
- June - *Quarterly Report*



LEVELS DEFINED:

- Unsatisfactory - Does not meet component expectations of job description, does not follow through.
- Basic - Meets component expectations with little or no growth.
- Proficient - Component is implemented consistently with strong leadership.
- Distinguished - Component's expectations are exceeded. New strategies are created. Expertise is demonstrated. Knowledge is wide and deep. Work is innovative.
- Not Observed Standard not scored

* Comments Encouraged

Administrator Name:	Date:			
I. RELATIONS WITH THE BOARD				
Component 1. Communicates with the Board regarding current/new trends in education, programs, procedures, policies, budget, labor relations, staff, and statewide issues.				
*Unsatisfactory ☐	Basic ☐	Proficient ☐	*Distinguished ☐	Not Observed ☐
Comments:				



II. COMMUNITY RELATIONSHIPS

Component 2. Maintains two-way interactions with member districts, business partners, stakeholders, media, and legislators.

*Unsatisfactory	Basic	Proficient	*Distinguished	Not Observed
☐	☐	☐	☐	☐

Comments:

III. STAFF AND PERSONNEL RELATIONSHIPS

Component 3. Provides direction to Leadership Team, resulting in high quality work.

* Unsatisfactory	Basic	Proficient	* Distinguished	Not Observed
☐	☐	☐	☐	☐

Comments:



IV. EDUCATIONAL LEADERSHIP

Component 4. Provides the vision and leadership supporting schools in their efforts to meet the educational needs of all students.

*Unsatisfactory

☐

Basic

☐

Proficient

☐

*Distinguished

☐

Not Observed

☐

Comments:

V. BUSINESS AND FINANCE

Component 5. Maintains budgetary controls; monitors activities, initiates timely and effective correcting actions, stays within budget, makes budgetary recommendations and develops facilities management plans and procedures.

* Unsatisfactory

☐

Basic

☐

Proficient

☐

* Distinguished

☐

Not Observed

☐

Comments:



VI. PROFESSIONAL/PERSONAL QUALITIES

Component 6. Models accepted moral and ethical standards in all professional and personal dealings including multi-cultural and ethnic understanding and sensitivity.

* Unsatisfactory

☐

Basic

☐

Proficient

☐

* Distinguished

☐

Not Observed

☐

Comments:

VII. PROFESSIONAL GROWTH

Component 7. Takes part in on-going professional development activities both organized and individual.

* Unsatisfactory

☐

Basic

☐

Proficient

☐

* Distinguished

☐

Not Observed

☐

Comments:



VIII. SUMMARY/ADDITIONAL COMMENTS:

Administrator Signature/Date	Evaluation Committee Chair Signature/Date

*Herring, M. R. (Ed.). (2015). Leading the board to success: Guidance for the board president (2nd ed.). Lincoln, NE: Nebraska Association of School Boards.

Additional Comments (Cont.)



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Comments:

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Comments:



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Basic
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Proficient
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☐

Comments:

V. BUSINESS AND FINANCE

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Basic
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Comments:



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Additional Comments (Cont.)



2017-18

**ESUCC Cooperative Purchasing
Sales & Savings By School
ESU # 07**

	<u>Customer Name</u>	<u>City</u>	<u>List Price</u>	<u>Member Cost</u>	<u>Savings</u>
12-0701	Aquinas & St Mary's Catholic Schools	David City	20,076.42	14,082.57	5,993.85
06-0001	Boone Central Schools	Albion	129,570.34	99,186.28	30,384.06
61-0004	Central City Public Schools	Central City	101,898.42	73,559.67	28,338.75
07-17	Central Nebraska Community Action	Columbus	24,955.65	21,212.30	3,743.35
71-0711	Christ Lutheran Elementary School	Columbus	310.64	210.00	100.64
19-0058	Clarkson Public Schools	Clarkson	13,315.11	9,052.17	4,262.94
71-0001	Columbus Public Schools	Columbus	184,462.98	135,155.51	49,307.47
72-0015	Cross County Community Schools	Stromsburg	85,323.20	63,480.58	21,842.62
12-0056	David City Public Schools	David City	121,452.44	92,025.84	29,426.60
12-0502	East Butler Public Schools	Brainard	94,776.21	74,955.39	19,820.82
00-0007	Educational Service Unit 07	Columbus	108,528.82	84,241.12	24,287.70
63-0001	Fullerton Public Schools	Fullerton	62,126.85	43,706.13	18,420.72
72-0075	High Plains Community Schools	Polk	3,494.37	2,391.45	1,102.92
71-0706	Holy Family Catholic School	Lindsay	10,218.26	7,332.09	2,886.17
19-0704	Howells Community Catholic School	Howells	4,248.58	2,630.79	1,617.79
19-0070	Howells-Dodge Consolidated Schools	Howells	17,329.66	12,572.44	4,757.22
71-0067	Humphrey Public Schools	Humphrey	52,505.25	40,298.27	12,206.98
71-0708	Humphrey St Francis Schools	Humphrey	10,480.72	7,379.04	3,101.68
71-0701	Immanuel Lutheran Elementary	Columbus	13,563.70	9,012.17	4,551.53
71-0005	Lakeview Community Schools	Columbus	161,139.37	129,007.37	32,132.00
19-0039	Leigh Community Schools	Leigh	21,029.09	14,902.54	6,126.55
72-0019	Osceola Public Schools	Osceola	17,251.72	11,486.54	5,765.18
61-0049	Palmer Public School	Palmer	64,937.38	54,558.12	10,379.26
19-0123	Schuyler Community Schools	Schuyler	149,055.80	99,832.46	49,223.34
71-0705	Scotus Central Catholic	Columbus	20,052.53	12,492.01	7,560.52
72-0032	Shelby-Rising City Public Schools	Shelby	11,914.98	6,119.29	5,795.69
71-0703	St Bonaventure Catholic Elementary School	Columbus	7,437.00	5,239.90	2,197.10
06-0017	St Edward Public Schools	St Edward	18,274.57	12,467.93	5,806.64
71-0704	St Isidore School	Columbus	7,907.66	5,309.21	2,598.45

2017-18



**ESUCC Cooperative Purchasing
Sales & Savings By School
ESU # 07**

	<u>Customer Name</u>	<u>City</u>	<u>List Price</u>	<u>Member Cost</u>	<u>Savings</u>
71-0710	St John Lutheran Elementary School	Columbus	3,253.32	1,813.65	1,439.67
19-0703	St John Neumann School	Clarkson	1,065.08	775.41	289.67
63-0030	Twin River Public School	Genoa	8,260.96	6,563.53	1,697.43
	<u>Grand Totals</u>		<u>\$1,550,217.07</u>	<u>\$1,153,051.77</u>	<u>\$397,165.30</u>



2017-18

Nebraska ESUCC Cooperative Purchasing
Sales & Savings By Program

ESU#07

<u>Program</u>	<u>List Price</u>	<u>Member Cost</u>	<u>Savings</u>
AEPA	\$134,541.01	\$104,994.06	\$29,546.95
Annual Buy	\$376,375.24	\$255,935.16	\$120,440.08
Custodial Buy	\$255,669.67	\$184,962.39	\$70,707.28
Extended Buy	\$7,925.25	\$5,706.18	\$2,219.07
Food Buy	\$428,938.05	\$364,587.64	\$64,350.41
Paper Buy	\$157,225.91	\$119,491.69	\$37,734.22
Special Buy	\$189,541.94	\$117,374.65	\$72,167.29
<u>Grand Totals</u>	<u>\$1,550,217.07</u>	<u>\$1,153,051.77</u>	<u>\$397,165.30</u>



Quarterly Update

July 2018 - September 2018

Administrator Larianne Polk

Component 1. Relations with the Board

- Administrator Board Report: August, September
- Policy reviews and revisions: Article III, Section 1 A through F, Article III, Section Section 2 A through B, Article III, Section III A through F and Policy 3.19
- ESUCC Updates to Board: August, September
- Committee Meetings
 - Negotiations: Met with Chairman Kluth in June to wrap up and scheduled a Negotiations Pre-session in July
 - Budget: July, August, September
- Email Communication: Training announcements, Board packets, NASB
- EBHP/Warehouse progress: August
- Board Notes: Monthly NASB Board Quicks

Administrator Goal: 1. Communicate and market our work being done to Board, Staff, and School District - Ongoing.



Component 2. Community Relationships

- Superintendent Visits: East Butler, Lakeview, Schuyler, Osceola, Twin River, Shelby-Rising City, Fullerton. All are scheduled.
- Business, Industry and Education Committee with the Chamber
- Discussions with Central Community College: August
- Educator Orientation and Open House and New Teacher Academy: August
- Working with the Chamber to Coordinate the annual Latino Summit.

Board Goal 2: Exploration of potential expansion of educational behavioral health offering - Ongoing

Administrator Goal 1: Communicate and market our work being done to Board, Staff, and School District - Ongoing



Component 3. Staff and Personnel Relationships

- Agency Team Meetings: July, August, September
- Committee Meetings: Scheduling
- Director Meetings: July, August, September
- All Staff Meeting and opening day Pizza, Pie and Ice Cream: August
- Husker Spirit Day Dress Up and Tailgate Snacks: September
- Ongoing Staff Evaluation and Goal Setting

Administrator Goal 1: Communicate and market our work being done to Board, Staff, and School District - Ongoing.



Component 4. Educational Leadership

- All Staff Meetings: August, Planning in September
- Superintendent Meetings: July Advisory, September, Ongoing communication via email.
- SIMPL training and ongoing correspondence to ESU pilots: ESUs 2, 8, 10, 17, 3, 9, 13, 15, and 16.
- Meetings with Lakeview and Columbus Public School Leadership: Monthly
- Agency Team Meetings: July, August, September
- Director Meetings: July, August, September
- Software development meetings for SIMPL: ESU 10 partnership
- Chair of ESUCC Special Populations Committee and a member of PD Committee
- Chair of Service Inventory Bold Step Committee and member of Value-Add Bold Step Committee
- NNNC meetings: July, August, September
- ESUCC President-Elect (2018-2019)
- FERPA Training
- Attended NE School Mental Health Forum Debrief - June
- Attended the School Law Seminar - June
- NeSOC Meetings: Bi-Weekly
- Participate in Bold Steps Committee Meetings: Monthly
- Facilitated North Platte/ESU 16 Modified SIMPL Process: July
- Co-Presented regarding Instructional/Principal Coaching at Administrator Days.

Agency Team Goal: 2.1: Develop and deploy agency-wide process to survey respondents in order obtain data for decision making.

Agency Team Goal: 2.2: Develop a process for assessing service implementation across services, agency-wide, including timelines for verification of implementation scoring.

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Agency Team Goal: 3.1: Update, clarify, revise, create job descriptions for each position at ESU 7, classified and certificated - Met

Agency Team Goal: 3.3: Create, modify organizational leadership team to encompass comprehensive cross-section of services- Met

Agency Team Goal: 3.3: Formally align the staffing allocations (FTE) to each service on service plan.

Agency Team Goal: 3.4: Develop formalized recruitment and retention process agency-wide.

Board Goal 1: The Board will use data to ensure quality and efficiency of current and future services to its stakeholders (students, educators, parents, and community) - Ongoing

Board Goal 2: Exploration of potential expansion of educational behavioral health offerings - Ongoing

Board Goal 4: The Board will work to update and streamline their policy manual - Ongoing

Administrator Goal 3: Create timeline for policy revision for completion in 2019-2020 - Met



Component 5. Business and Finance

- Sign/Inspect Monthly Bills
- Budget Maintenance with Leadership Team: Monthly
- Accounts Payable work and examination
- Revenue flow status work
- Negotiations Committee Meetings: July, September
- Budget Committee: July, August, September
- Budget Planning: Weekly in July, August, September
- EBHP Interlocal Agreements sent to schools with weekly updates

Board Goal 2: Exploration of potential expansion of educational behavioral health offerings - Ongoing

Board Goal 3: The Board will examine short and long term financial projections to ensure long term financial stability - Met, Ongoing

Administrator Goal 2: The Administrator will ensure budget stability by maintaining cash on hand at 30% - Met

Component 6. Professional/Personal Qualities

- Interactions with ESU staff, school staff, school leadership, and Board

Component 7. Professional Growth

- Doctorate Level Courses: Dissertation Work Ongoing, Dissertation Research Course
- Completed Interviews for Dissertation Work
- ESUCC Committees and ESUCC/Board Meetings: July, August
- ESU Professional Development Organization (ESUPDO): September
- NeSOC Work Team Meetings: Bi-Weekly
- ESSA LLC State Meeting: August



Stakeholder Satisfaction	Leadership Practices Inventory	Services Available	Services Accessed	Implementation Level
2.34	Spring	59	27	2
0=Unsatisfactory	1=Basic	2=Proficient	3=Distinguished	

*Departmental goals under construction.