



## Regular Board of Directors Meeting

Educational Service Unit 7, Oak Room  
2657 44th Avenue  
Columbus, NE 68601-8537  
Monday, August 19, 2019 at 5:30 PM

Attendance Taken at 5:30 PM.

Joyce Baumert: Present  
Marni Danhauer: Absent  
Donald Ellison: Present  
Dan Hoesly: Present  
Doug Kluth: Present  
Richard Luebbe: Present  
Jennifer Miller: Present  
Doug Pauley: Present  
Tammy Roh: Present  
Richard Stephens: Present  
Gary Wieseler: Present  
Jack Young: Present

Present: 11, Absent: 1.

Marni Danhauer was absent due to work.

Attendance Update Taken at 6:01 PM.

Jennifer Miller: Absent

Present: 10, Absent: 2.

{{Name: Agenda Item Name}}

{{Rationale: Agenda Item Rationale}}

{{Actions: Agenda Item Actions}}

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

1. **Call the meeting to order and Roll Call**

2. **LEADERSHIP • SERVICE • SUPPORT**

3. Notice of this meeting was given in advance according to State Law 84-1411, by giving notice of the meeting to the public on ESU 7 website [www.esu7.org](http://www.esu7.org) and posted at



## 32. Pledge of Allegiance

All members present participated in the Pledge of Allegiance.

## 4. Welcome Visitors

## 5. Public Comment

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

Citizens wishing to address the Board on a certain agenda item must 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.

## 6. Approval of Agenda

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

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

## 7. Agenda as presented Passed with a motion by Jennifer Miller and a second by Doug Pauley.

- |                       |           |
|-----------------------|-----------|
| 8. Marni Danhauer:    | 9. Absent |
| 10. Joyce Baumert:    | 11. Yea   |
| 12. Donald Ellison:   | 13. Yea   |
| 14. Dan Hoesly:       | 15. Yea   |
| 16. Doug Kluth:       | 17. Yea   |
| 18. Richard Luebbe:   | 19. Yea   |
| 20. Jennifer Miller:  | 21. Yea   |
| 22. Doug Pauley:      | 23. Yea   |
| 24. Tammy Roh:        | 25. Yea   |
| 26. Richard Stephens: | 27. Yea   |
| 28. Gary Wieseler:    | 29. Yea   |
| 30. Jack Young:       | 31. Yea   |

32. Yea: 11, Nay: 0, Absent: 1

33.

34. **Consent Agenda**

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

36. 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.

37. 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

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

39.

40. Consent agenda as presented Passed with a motion by Joyce Baumert and a second by Jack Young.

41. Marni Danhauer: 42. Absent

43. Joyce Baumert: 44. Yea

45. Donald Ellison: 46. Yea

47. Dan Hoesly: 48. Yea

49. Doug Kluth: 50. Yea

51. Richard Luebbe: 52. Yea

53. Jennifer Miller: 54. Yea

55. Doug Pauley: 56. Yea

57. Tammy Roh: 58. Yea

59. Richard Stephens: 60. Yea

61. Gary Wieseler: 62. Yea

63. Jack Young: 64. Yea

65. Yea: 11, Nay: 0, Absent: 1

66.

1. Minutes

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

3.

4. July 2019 Treasurer's Report

**This is a consent item.**

## 5. August 2019 Treasurer's Report

6. July 2019 Bills: Total \$928,874.38 - Bills #69370-69526

7. The summary of bills for the current month total of \$957,150.32 - Bills #69370-69526.

8. Inservice Bills Total: \$0

**9. This is a consent item.**

10. Check #	11. Amount	12. Vendor	13. Description
14. 69394	15. \$32,882.81	16. CDW-G	17. Technology e schools
18. 69398	19. \$5,775.00	20. CEV Multimedia	21. Perkins Web I subscriptic City
22. 69410	23. \$10,728.16	24. Eakes Office Solutions	25. Copier Mainte
26. 69421	27. \$18,646.60	28. Fauss Construction	29. Payment #6 L Academy I
30. 69430	31. \$5,306.83	32. High Plains Community Schools	33. Title 1, II and Reimburse
34. 69435	35. \$5,424.26	36. Howells-Dodge	37. Title II, Migrar Reimburse SPED pay
38. 69439	39. \$39,228.00	40. JourneyEd.Com	41. Technology e schools
42. 69442	43. \$7,508.78	44. Karen Karp	45. Title II/PEAK I
46. 69450	47. \$5,937.79	48. Leigh Comm. Schools	49. Title II Reimbu SPED pay
50. 69465	51. \$8,729.50	52. NE ESU Coop	53. World Book R Research
54. 69469	55. \$58,432.00	56. On To College	57. Test Prep Rer Baylor)
58. 69470	59. \$26,160.04	60. Palmer Public School	61. Title II, Migrar Reimburse
62. 69483	63. \$6,957.09	64. Schuyler Comm. Schools	65. Migrant Reimburse payback
66. 69526	67. \$26,568.00	68. Apple Computer	69. Technology e schools

70.

71. August 2019 Bills # 69527 through #69681 totaling \$1,091,696.80

72. The summary of bills for the current month Bills # 69527 through #69681 totaling \$1,091,696.80.

73. Inservice bills total: \$44.85

74. Check #	75. Amount	76. Vendor	77. Description
78. 69538	79. \$8,291.00	80. Apple Computer	81. Technology for scho
82. 69542	83. \$21,850.92	84. Boone Central Schools	85. Title I, Migra Reimbur
86. 69545	87. \$9,966.12	88. Capital One	89. General Co
90. 69549	91. \$13,243.86	92. CDW-G	93. Technology for scho
94. 69551	95. \$24,576.31	96. Central City Public School	97. Title I, IIA Reimbur
98. 69557	99. \$8,491.52	100. Clarkson Public School	101. Title I, Title I Peak/Tr Reimbur
102. 69561	103. \$9,881.66	104. Cross Co. School	105. Title I, PEak Reimbur
106. 69568	107. \$48,055.37	108. Eakes Office Solution	109. Learning Ac furniture, mainten
110. 69569	111. \$27,800.76	112. East Butler Public School	113. Title I, Migra Peak/Tr Reimbur
114. 69575	115. \$7,309.56	116. ESU 2	117. NNNC 3rd C
118. 69586	119. \$5,066.00	120. Glowforge Inc.	121. Perkins Sch
122. 69590	123. \$6,375.00	124. Heartland Communications	125. Labor for ne
126. 69591	127. \$10,758.80	128. High Plains Community Schools	129. Title I, Perki Reimbur
130. 69595	131. \$21,045.88	132. Howells-Dodge Schools	133. Technology for scho
134. 69606	135. \$146,389.14	136. Lakeview Comm. Schools	137. Title I and II Reimbur
138. 69625	139. \$5,088.72	140. Palmer Public School	141. Title I Reimbur
142. 69634	143. \$7,144.20	144. SchoolKidz	145. Migrant - Cf and scho kits
146. 69637	147. \$25,825.92	148. Shelby/Rising City	149. Title I & II, M PEak/Tr Reimbur
150. 69641	151. \$9,974.62	152. St. Edward	153. Title II, Accc Migrant ; Reimbur
154. 69643	155. \$5,031.41	156. Streakwave Wireless, Inc.	157. Technology for scho
158. 69649	159. \$61,490.48	160. Twin River Public School	161. Title I & II Reimbur

**This is a consent item.**

163.

164. 2019 Nebraska Rural Community Schools Association (NRCSA) Dues

165. 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.

166. 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.

**This is a consent item.**

167.

168. 2019-2020 Mileage Allowance

169. As per Policy 3.14 Mileage Allowance, the Board shall approve the mileage rate in the August meeting.

170. 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, \$.58.

**This is a consent item.**

171.

172. Authorized Depositories

173. 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.**

174.

67. Reading of Article IV, Section 9, D - Q

68. The policies being read this month are as follows:

- Article IV, Section 9D - Paid Leaves
- Article IV, Section 9E - Sick Leave
- Article IV, Section 9F - Bereavement Leave
- Article IV, Section 9G - Personal Leave
- Article IV, Section 9H - Maternity Leave
- Article IV, Section 9I - Professional Leave
- Article IV, Section 9J - Vacation Leave
- Article IV, Section 9K - Discretionary Leave of Absence
- Article IV, Section 9L - FMLA
- Article IV, Section 9M - Military and Family Military Leave
- Article IV, Section 9N - Adoption Leave
- Article IV, Section 9O - Jury Duty Leave
- Article IV, Section 9P - Subpoena to Testify Leave
- Article IV, Section 9Q - Voting Leave

**Recommendation:** Discuss, consider and take all necessary action to approve Reading of Article IV, Section 9, D - Q as presented.

69.

70. Article IV, Section 9, D - Q as presented with a second reading of Article IV, Section 9 J  
Vacation Leave Passed with a motion by Jennifer Miller and a second by Doug Pauley.

- |                       |            |
|-----------------------|------------|
| 71. Marni Danhauer:   | 72. Absent |
| 73. Doug Pauley:      | 74. Nay    |
| 75. Joyce Baumert:    | 76. Yea    |
| 77. Donald Ellison:   | 78. Yea    |
| 79. Dan Hoesly:       | 80. Yea    |
| 81. Doug Kluth:       | 82. Yea    |
| 83. Richard Luebbe:   | 84. Yea    |
| 85. Jennifer Miller:  | 86. Yea    |
| 87. Tammy Roh:        | 88. Yea    |
| 89. Richard Stephens: | 90. Yea    |
| 91. Gary Wieseler:    | 92. Yea    |
| 93. Jack Young:       | 94. Yea    |

95. Yea: 10, Nay: 1, Absent: 1

96.

97. **Committee Reports**

1. Budget Committee Report

The Budget Committee Chairperson will present information discussed at the August 19, 2019 Budget Committee Meeting.

Budget Committee Chair Doug Pauley gave the Budget Committee Report. County valuations will be final by August 20, 2019. The Budget Committee finished review of all budget categories for the presentation to the Board in September.

98. 2019-2020 Non-Member Contract for Services

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.

99. 2019-2020 Non-Member Contract for Services as presented Passed with a motion by Doug Kluth and a second by Gary Wieseler.

- |                        |             |
|------------------------|-------------|
| 100. Marni Danhauer:   | 101. Absent |
| 102. Jennifer Miller:  | 103. Absent |
| 104. Joyce Baumert:    | 105. Yea    |
| 106. Donald Ellison:   | 107. Yea    |
| 108. Dan Hoesly:       | 109. Yea    |
| 110. Doug Kluth:       | 111. Yea    |
| 112. Richard Luebbe:   | 113. Yea    |
| 114. Doug Pauley:      | 115. Yea    |
| 116. Tammy Roh:        | 117. Yea    |
| 118. Richard Stephens: | 119. Yea    |
| 120. Gary Wieseler:    | 121. Yea    |
| 122. Jack Young:       | 123. Yea    |
124. Yea: 10, Nay: 0, Absent: 2  
125.

126. Recognition of the ESU 7 Education Association

127. 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 2021-2022 contract year.

128.

129. Recognition of the ESU7EA as the exclusive bargaining agent for non-supervisory certificated staff for 2021-2022 Passed with a motion by Dan Hoesly and a second by Tammy Roh.

130. Marni Danhauer: 131. Absent

132. Jennifer Miller: 133. Absent

134. Joyce Baumert: 135. Yea

136. Donald Ellison: 137. Yea

138. Dan Hoesly: 139. Yea

140. Doug Kluth: 141. Yea

142. Richard Luebbe: 143. Yea

144. Doug Pauley: 145. Yea

146. Tammy Roh: 147. Yea

148. Richard Stephens: 149. Yea

150. Gary Wieseler: 151. Yea

152. Jack Young: 153. Yea

154. Yea: 10, Nay: 0, Absent: 2

155.

156. Budget Hearing and Budget Summary are scheduled for September 16, 2019 in the Oak Room at 5:15pm

157. Budget Hearing and Budget Summary are scheduled for September 16, 2019 in the Oak Room at 5:15pm

158.

159. The Final Tax Asking Hearing has been set for September 16, 2019 at 5:25pm in the Oak Room.

The Final Tax Asking Hearing has been set for September 16, 2019 at 5:25pm in the Oak Room.

160. Board Member Awards of Achievement

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.

161. ESU 7	162. Point Award - Level II	163. Marni Danhauer	164. 175 (150)
165. ESU 7	166. Point Award - Level III	167. Jennifer Miller	168. 280 (250)
169. ESU 7	170. Point Award - Level IV	171. Dan Hoesly	172. 375 (350)
173. ESU 7	174. Point Award - Level IV	175. Doug Pauley	176. 385 (350)
177. ESU 7	178. Point Award - Level IV	179. Joyce Baumert	180. 395 (350)
181. ESU 7	182. Point Award - Level VII	183. "Don" Donald Ellison	184. 1,042 (1,000)
185.			

## 186. Administrator's Report

187. Administrator's Goals - Attached for your Review

188.

### 1. General

ESUCC Update

ESU 7 Goals

Upcoming Events:

**Area Membership Meetings:** Aug. 21 - Fremont, Aug. 22 - La Vista, Aug 26 - Gering, Aug 28 - Kearney, Sept. 4 - York, Sept. 19 - Nebraska City, Sept. 25 - Norfolk

**Labor Relations Conference** - Lincoln - September 11 - 12 - Only Dick Stephens has expressed interest so far.

**State Education Conference** - CHI Center Omaha - November 20-22. Registration opens on September 11.

**SPARQ Tailgate** - Saturday, Sept. 28 - Lincoln - FREE: Let Katy know if you need more information

**AESA 2019** - Phoenix AZ - Currently Registered: Marci, Jack Young, Don Ellison, Tammy Roh, Marni Danhauer, Doug Pauley and Dan Hoesly. Registration is open - Contact Katy

ESUCC Update - Administrator Polk shared upcoming discussions and events regarding ESUCC with the Board.

Upcoming Events:

**Area Membership Meetings:** Aug. 21 - Fremont, Aug. 22 - La Vista, Aug 26 - Gering, Aug 28 - Kearney, Sept. 4 - York, Sept. 19 - Nebraska City, Sept. 25 - Norfolk

**Labor Relations Conference** - Lincoln - September 11 - 12

**State Education Conference** - CHI Center Omaha - November 20-22. Registration opens on September 11.

**SPARQ Tailgate** - Saturday, Sept. 28 - Lincoln

**AESA 2019** - Phoenix AZ - Dec. 4-7

Board Retreat - Administrator Polk is researching some options for a late fall, early spring Board retreat and Board self-assessment.

Handbook training - Administrator Polk followed up on suggestions for a handbook training and at this time there is no formal training available in the state, however, specific training can be requested.

Board Visits - Administrator Polk discussed upcoming Board Visits to member school districts.

Department Spotlights - Board members requested monthly department spotlights to showcase the work ESU 7 departments are doing. These will begin in September 2019.

## 2. Legislative Update

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

Administrator Polk shared that she has been in contact with Senators Moser and Friesen's offices regarding LR 63, the Interim Study on ESUs. At this time, there is no set hearing schedule.

## 3. ESU 7 Services Report

Items to include: Special Education, Professional Development, Technology, Grants.

Learning Academy:

- Open House Report
- Programming Update

## 4.

Special Education Director Mettler, provided an overview of the open house for the ESU 7 Learning Academy. Visitors were engaged in discussion, facility touring, and a short presentation by Learning Academy staff. Attendees included neighbors

to ESU 7, Superintendents, Principals, Resource Teachers, Special Ed Coordinators, families of students, past employees, employee spouses, and Board Members.

#### 5. Facilities Update

The Administrator will provide a facilities update during this item.

- Condenser Unit Replacement in paper warehouse

#### 6.

Administrator Polk shared the facilities update with the Board. A tour of the Learning Academy took place after the meeting.

#### 7. Personnel

New Hires:

Jayne Abegglen - Jayne Abegglen will be a paraprofessional for our Learning Academy. Jayne is very interested in supporting students with Behavioral Health needs. She has completed a number of college courses that will be beneficial to our students.

Resignations:

Kris Frederick, Paraprofessional (attached)  
Danielle Waite, Migrant Education Program Analyst

#### 189. Adjournment

The meeting adjourned at 6:33pm.

Minutes respectfully submitted by Katy McNeil, Recording Secretary to the ESU 7 Board.



## **Regular Board of Directors Meeting**

Educational Service Unit 7, Oak Room

2657 44th Avenue

Columbus, NE 68601-8537

Monday, June 17, 2019 at 5:30 PM

Attendance Taken at 5:31 PM.

Joyce Baumert: Present  
Marni Danhauer: Absent  
Donald Ellison: Present  
Dan Hoesly: Present  
Doug Kluth: Present  
Richard Luebbe: Present  
Jennifer Miller: Present  
Doug Pauley: Present  
Tammy Roh: Present  
Richard Stephens: Present  
Gary Wieseler: Present  
Jack Young: Present

Present: 11, Absent: 1.

### **1. Call the meeting to order and Roll Call**

#### **Rationale:**

**LEADERSHIP • SERVICE • SUPPORT**

Notice of this meeting was given in advance according to State Law 84-1411, by giving notice of the meeting to the public on ESU 7 website [www.esu7.org](http://www.esu7.org) and posted at location of meeting. Notice of this meeting was also given in advance to all members of the Board of 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.

**Discussion:** Roll call was taken at: 5:31pm  
President Don Ellison conducted the meeting.

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

Leanne Blanchard, Student Services Principal

### 1.1. Board Member Oath of Office

**Rationale:** Tammy Roh, District 12 Board Member for ESU 7, will take and sign the oath office as presented below:

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

**Discussion:** Newly Appointed Board Member, Tammy Roh, representing District 12, took the Oath of Office.

### 1.2. Absent Board Members

**Rationale:**

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

**Action(s):**

Approval of Board Member absences as presented Passed with a motion by Doug Pauley and a second by Joyce Baumert.

**Voting Detail:**

Marni Danhauer: Absent

Joyce Baumert: Yea

Donald Ellison: Yea

Dan Hoesly: Yea

Doug Kluth: Yea

Richard Luebbe: Yea

Jennifer Miller: Yea

Doug Pauley: Yea

Tammy Roh: Yea  
Richard Stephens: Yea  
Gary Wieseler: Yea  
Jack Young: Yea

**Discussion:** Marni Danhaur was absent due to illness.

### 1.3. 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.

### 1.4. Pledge of Allegiance

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

## 2. Welcome Visitors

## 3. 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.

## 4. 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 Jennifer Miller and a second by Dan Hoesly.

**Voting Detail:**

Marni Danhauer: Absent  
Joyce Baumert: Yea  
Donald Ellison: Yea

Dan Hoesly: Yea  
Doug Kluth: Yea  
Richard Luebbe: Yea  
Jennifer Miller: Yea  
Doug Pauley: Yea  
Tammy Roh: Yea  
Richard Stephens: Yea  
Gary Wieseler: Yea  
Jack Young: Yea

## 5. 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 Jack Young.

### **Voting Detail:**

Marni Danhauer: Absent  
Joyce Baumert: Yea  
Donald Ellison: Yea  
Dan Hoesly: Yea  
Doug Kluth: Yea  
Richard Luebbe: Yea  
Jennifer Miller: Yea  
Doug Pauley: Yea  
Tammy Roh: Yea  
Richard Stephens: Yea

Gary Wieseler: Yea  
Jack Young: Yea

5.1. Minutes

**Rationale:**

**This is a consent item.**

5.2. Treasurer's Report

**Rationale: This is a consent item.**

5.3. Presentation of Bills #69201 through #69369 totaling \$811,320.73

**Rationale:**

The summary of bills for the current month total: \$811,320.73 - Bills #69201 through #69369\_  
Inservice bills total: \$47.45

SPED Arrears: \$0

TECH Arrears: \$0

Check #	Amount	Vendor	Description
69211	\$16,433.00	Apple Computer	SPED/Technology equipment
69217	\$18,042.04	Boone Central School	Learning Academy equipment
69221	\$8,648.03	Capital One	DL equipment
69225	\$11,273.22	CDW-G	Technology Equipment for Schools
69227	\$24,121.72	Central City Public School	Title 1 Reimbursement/PEAK grant
69232	\$8,474.50	Cross County School	Title 1 Reimbursement/PEAK grant
69244	\$11,645.01	ESU 2	DL Canvas Cloud Subscription
69246	\$32,663.00	ESUCC	SPED District SRS
69272	\$12,039.77	Leigh Comm. Schools	Title 1 Reimbursement/PEAK grant
69292	\$7,630.40	Pearson Assessment	SPED supplies/software
69311	\$39,970.23	St. Edward Public School	Title 1 & II Reimbursement
69324	\$6,500.00	UNL	ASD Conference

**This is a consent item.**

5.4. Authorization of Administrator to Sign for Federal/State Funds

**Rationale:** This Board action authorizes Administrator Polk to be the official signature for all federal and state program funds from July 15, 2019-July 31, 2020.

**This is a consent item.**

5.5. Contract for Early Childhood Speech Language Pathologist

**Rationale:**

**Doreen Heitz**

Doreen will be joining our Early Childhood department as a Speech Language Pathologist. Doreen completed her Bachelor of Science in Communication Disorders and her Master of Science in Speech Pathology from the University of Nebraska in Kearney. She has been a Speech Language Pathologist for 21 years. Her most recent employment has been at ESU 1 in Wakefield. Doreen has provided Speech Language therapy at ESU 1 since 2007. She has been providing services to Birth to age 5 students for the last 12 years.

**This is a consent item.**

5.6. 2019-2020 Special Education Director Contract

**Rationale:** 2019-2020 contract for Darus Mettler, Special Education Director.

**This is a consent item.**

6. 2019-2020 Contract for Nebraska Licensed Registered Nurse

**Rationale:** 2019-2020 Contract for Nicki Brigham, Nebraska Licensed Registered Nurse.

**Action(s):**

2019-2020 Contract for Nicki Brigham, Nebraska Licensed Registered Nurse Passed with a motion by Jennifer Miller and a second by Jack Young.

**Voting Detail:**

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

7. Change in FTE for Speech Language Coordinator

**Rationale:** Change in FTE for Tricia Spieker, Speech Language Coordinator.

**Action(s):**

Amended 2019-2020 contract as presented for Tricia Spieker, Speech Language Coordinator Passed with a motion by Doug Kluth and a second by Gary Wieseler.

**Voting Detail:**

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

8. Educational Service Unit Cen7ter and Learning Academy Handbooks

**Rationale:**

**Recommendation:** Discuss, consider and take any action necessary to approve the handbooks for the Educational Service Unit 7 Cen7ter and Learning Academy Programs.

**Action(s):**

The Handbook Ad Hoc Committee recommends the Board approve the Cen7ter Handbook as presented Passed with a motion by Joyce Baumert and a second by Richard Stephens.

**Voting Detail:**

Marni Danhauer:	Absent
Joyce Baumert:	Yea
Donald Ellison:	Yea
Dan Hoesly:	Yea
Doug Kluth:	Yea
Richard Luebbe:	Yea
Jennifer Miller:	Yea
Doug Pauley:	Yea
Tammy Roh:	Yea
Richard Stephens:	Yea
Gary Wieseler:	Yea

Jack Young: Yea

The Handbook Ad Hoc Committee recommends the Board approve the Learning Academy Handbook as presented Passed with a motion by Joyce Baumert and a second by Jack Young.

**Voting Detail:**

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

The Handbook Ad Hoc Committee recommends the Board create a standing handbook committee consisting of four Board Members Passed with a motion by Joyce Baumert and a second by Richard Stephens.

**Voting Detail:**

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

Appointment of Joyce Baumert, Richard Stephens, Jack Young and Jennifer Miller to the Handbook Standing Committee Passed with a motion by Doug Kluth and a second by Doug Pauley.

**Voting Detail:**

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

The Handbook Ad Hoc Committee recommends the Board approve Article V, Section 6A - Student/Parent Handbook as presented Passed with a motion by Joyce Baumert and a second by Dan Hoesly.

**Voting Detail:**

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

**Discussion:** Handbook Ad Hoc Committee Member Richard Stephens shared his thoughts and an overview with the Board on the Cen7ter Handbook and the handbook process.

Doug Kluth recommends that the ESU 7 Handbook (Staff) Committee and the ESU 7 Handbook Standing (Board) Committee engage in handbook writing training.

9. Authorization of the Administrator to Pay July Bills in absence of July Board Meeting

**Rationale:**

The ESU 7 Board of Directors will not meet in July, 2019. This Board action gives authority to the Administrator to pay July bills. The ESU 7 Board will approve these expenses in the next possible Board Meeting.

**Recommendation:** Discuss, consider and take any action to approve the Administrator's payment of bills in July 2019.

**Action(s):**

Authorization of the Administrator to Pay July Bills Passed with a motion by Doug Kluth and a second by Joyce Baumert.

**Voting Detail:**

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

10. Reading of Article IV, Section 7A Employee Files, Article V, Section 5C Use of Restraints and Seclusion, Article V, Section 5D Removal of Students and Interviews of Students, Article V, Section 6B Search and Seizure, Article V, Section 6C Anti-Bullying, Article V, Section 7B Dispensing Medications, Article V, Section 7C Student Self-Management of Asthma, Anaphylaxis and Diabetes, Article V, Section 7F Wellness, Article V Section 8A Procedures for Control of Communicable Diseases

**Rationale:**

**Recommendation:** Discuss, consider and take all necessary action to approve Article IV, Section 7A Employee Files, Article V, Section 5C Use of Restraints and Seclusion, Article V, Section 5D Removal of Students and Interviews of Students, Article V, Section 6B Search and Seizure, Article V, Section 6C Anti-Bullying, Article V, Section 7B Dispensing Medications, Article V, Section 7C Student Self-Management of Asthma, Anaphylaxis and Diabetes, Article V, Section 7F Wellness, Article V Section 8A Procedures for Control of Communicable Diseases as presented.

**Action(s):**

Article IV, Section 7A Employee Files, Article V, Section 5C Use of Restraints and Seclusion, Article V, Section 5D Removal of Students and Interviews of Students, Article V, Section 6B Search and Seizure, Article V, Section 6C Anti-Bullying, Article V, Section 7B Dispensing Medications, Article V, Section 7C Student Self-Management of Asthma,

Anaphylaxis and Diabetes, Article V, Section 7F Wellness, Article V Section 8A Procedures for Control of Communicable Diseases as presented Passed with a motion by Jack Young and a second by Gary Wieseler.

**Voting Detail:**

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

11. Budgeting for additional 1% Budget Authority

**Rationale:**

Nebraska Statute allows an additional 1% in budgeted property tax asking requiring an affirmative vote of 75% of the governing body for approval. These additional budget authority dollars remain critical as we continue to operate with the one and a half cent levy, no state aid funding for 2019-2020, and spending restrictions for the upcoming years. In the event valuations change or additional funding becomes available, this action will allow ESU 7 additional budget authority to access those dollars.

**Recommendation:** Discuss, consider and take any necessary action to approve the additional 1% in budgeted tax asking.

**Action(s):**

Budgeting for additional 1% Passed with a motion by Richard Stephens and a second by Dan Hoesly.

**Voting Detail:**

Marni Danhauer: Absent  
Joyce Baumert: Yea  
Donald Ellison: Yea  
Dan Hoesly: Yea  
Doug Kluth: Yea  
Richard Luebbe: Yea  
Jennifer Miller: Yea  
Doug Pauley: Yea  
Tammy Roh: Yea

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

12. Final Tax Request Hearing - Monday, September 16 at 5:25 p.m. in the ESU 7 Oak Room

**Rationale:**

**Recommendation:** Discuss, consider and take any action necessary to set the 2019-2020 ESU 7 Final Tax Request Hearing on Monday, September 16th, 5:25 p.m. ESU 7 Oak Conference Room.

**Action(s):**

2019-2020 ESU 7 Final Tax Request Hearing on Monday, September 16th, 5:25 p.m. ESU 7 Oak Conference Room Passed with a motion by Dan Hoesly and a second by Gary Wieseler.

**Voting Detail:**

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

13. Budget Hearing and Budget Summary - Monday, September 16 at 5:15 p.m. in the ESU 7 Oak Room

**Rationale: Recommendation:** Discuss, consider and take any action necessary to approve the date for the 2019-2020 ESU 7 Budget Hearing and Budget Summary on Monday, September 16th, 5:15 p.m. ESU 7 Oak Conference Room.

**Action(s):**

2019-2020 ESU 7 Budget Hearing and Budget Summary on Monday, September 16th, 5:15 p.m. ESU 7 Oak Conference Room Passed with a motion by Dan Hoesly and a second by Jennifer Miller.

**Voting Detail:**

Marni Danhauer: Absent  
Joyce Baumert: Yea  
Donald Ellison: Yea

Dan Hoesly:	Yea
Doug Kluth:	Yea
Richard Luebbe:	Yea
Jennifer Miller:	Yea
Doug Pauley:	Yea
Tammy Roh:	Yea
Richard Stephens:	Yea
Gary Wieseler:	Yea
Jack Young:	Yea

#### 14. Administrator's Report

**Rationale:** Test Drive Electronic Voting Feature

**Discussion:** Administrator Polk engaged the Board in a mock electronic voting activity. The electronic voting feature of SPARQ Meetings will be made available to the Board for the August Board Meeting.

##### 14.1. Services Update

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

**Discussion:** Administrator Polk provided her quarterly report to the Board for their review.

##### 14.2. Facilities Update

**Rationale:** The Administrator will provide a facilities update during this item.

**Discussion:** Director Mettler shared with the Board that the Learning Academy space is nearly complete and will be available to move into within the next two weeks. Any remaining punch list items will be addressed while the Learning Academy is occupied. The north warehouse side is not yet complete.

##### 14.3. Personnel

**Rationale:** The following Classified personnel were authorized by Administrator Polk:  
Paraprofessionals - Christina Barber, Jennifer Brown, Kristy Frederick, Jeri Glenn, Shanna Griffith, Sue Hast, Brock Hoover, Harriet Kibalya, Becky Luchsinger, Pazia Ryba, Melissa Schwichtenberg, Madison Wright

Brailist - Kris Johnson

##### 14.4. Educational Service Unit Coordinating Council Update

**Rationale:** The Administrator will report on statewide activities during this item.

**Discussion:** Administrator Polk shared with the Board information regarding a Request for Proposal (RFP) to assist with Priority Schools. The ESUCC has discussed the RFP and the supports ESUs currently provide to schools. A response will be sent to Nebraska Department of Education.

#### 14.5. Legislative Update

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

**Discussion:** Administrator Polk shared her summary of the Legislative Session with the Board. There is a potential review of ESUs (Interim Study) requested by Senator Linehan and supported by two other Senators. The Board discussed whether they would like to be a volunteer for the study or not should the interim study come to fruition. ESU 7 would be interested in volunteering to participate in the interim study for LR63.

#### 15. Committee Reports

**Discussion:** The Negotiations Committee will meet on June 27th with the ESU Education Association to begin discussions.

##### 15.1. Budget Committee Report

**Rationale:** Budget Committee Chairman, Doug Pauley, will share the discussion content from today's Budget Committee Meeting.

**Discussion:** Budget Committee Chairman Doug Pauley shared the discussion from today's Budget Committee Meeting. He shared that ESU 7 will not receive any core funding (one of 5 ESUs) and a decrease in our valuations (estimated). The committee will meet in August to review grants and changes to be made.

It was discussed to be helpful to have another joint Negotiations and Budget Committee Meeting in the fall.

#### 16. Conference Report

**Rationale:** Administrator Polk will report on her attendance at the Nebraska School Mental Health Conference.

Board Member, Jen Miller will report on her attendance at the School Law for Board Members Workshop.

Please mark your calendars for Labor Relations Conference: September 11-12, 2019 in Lincoln.

**Discussion:** Administrator Polk share her experience in assisting to plan and attending the Nebraska School Mental Health Conference in its inaugural year. The conference was very well attended with over 400 registrants. Next year's conference will be in Papillion. Board Member Jennifer Miller shared her takeaways from the School Law Conference. She shared information learned regarding meeting etiquette, policies, laws to know and so much more.

#### 17. Adjournment

**Discussion:** The meeting adjourned at 6:45pm.

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





## A/P Summary Check Register

FPREG01A

Bank	Check No	Amount	Date	Vendor	Type
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10	00069373	1,655.91	07/20/19	10391 AMAZON	C
10	00069374	97.44	07/20/19	130180 AMY MAZANKOWSKI	C
10	00069375	200.00	07/20/19	8176 AMY ROTTER	C
10	00069375	-200.00	07/15/19	8176 AMY ROTTER	CV
10	00069376	401.94	07/20/19	7633 ANA SANTOS	C
10	00069377	200.00	07/20/19	130222 ANGELA MCMAHON	C
10	00069377	-200.00	07/15/19	130222 ANGELA MCMAHON	CV
10	00069378	138.10	07/20/19	160690 ANN PROKOPEC	C
10	00069379	136.23	07/20/19	9504 ANNE BAPTISTE	C
10	00069380	1,495.00	07/20/19	10681 APPLE COMPUTER, INC.	C
10	00069381	1,126.23	07/20/19	20250 BEARD-WARREN HEATING & AIR	C
10	00069382	332.00	07/20/19	7331 BEST WESTERN PLUS OMAHA AIRPORT INN	C
10	00069383	25.56	07/20/19	7811 BLICK ART MATERIALS	C
10	00069384	88.15	07/20/19	9636 BLOOMFIELD COMMUNITY SCHOOLS	C
10	00069385	559.04	07/20/19	9032 BRENDA SAXE	C
10	00069386	175.16	07/20/19	190669 BROOKE KOLIHA	C
10	00069387	821.65	07/20/19	30035 VOYAGER SOPRIS LEARNING	C
10	00069388	228.47	07/20/19	4901 CAPITAL ONE-ASD PFISTER	C
10	00069389	79.00	07/20/19	4910 CAPITAL ONE-ELC MAYBERRY	C
10	00069390	4,612.74	07/20/19	30039 CAPITAL ONE BANK (USA), N.A.	C
10	00069391	467.00	07/20/19	30038 CAPITAL ONE-SPED ARNDT	C
10	00069392	260.00	07/20/19	10456 CAPITOL CITY ELECTRIC	C
10	00069393	50.00	07/20/19	10618 CASSANDRA ZIEMBA	C
10	00069394	32,882.81	07/20/19	30192 CDW-G	C
10	00069395	180.68	07/20/19	30220 CENGAGE LEARNING INC	C
10	00069396	573.85	07/20/19	160655 CENTERPOINT ENERGY SERVICES , INC.	C
10	00069397	2,168.39	07/20/19	30235 CENTRAL CITY PUB SCHOOL	C
10	00069398	5,775.00	07/20/19	30270 CEV MULTIMEDIA	C
10	00069399	138.10	07/20/19	9210 CHELSEY GREENE	C
10	00069400	200.00	07/20/19	80164 CHRISTINA HASTREITER	C
10	00069400	-200.00	07/15/19	80164 CHRISTINA HASTREITER	CV
10	00069401	299.23	07/20/19	30550 CITY OF COLUMBUS WATER & SANIT	C
10	00069402	2,705.52	07/20/19	30610 CLARKSON PUBLIC SCHOOLS	C
10	00069403	300.00	07/20/19	10553 COLFAX THEATRE	C
10	00069404	48.00	07/20/19	31039 COLUMBUS SCREEN PRINTING	C
10	00069405	28.12	07/20/19	9075 COMPUTERS ETC	C
10	00069406	124.43	07/20/19	2135 CORY WAITE	C
10	00069407	494.10	07/20/19	4812 CUBBY'S, INC.	C
10	00069408	238.75	07/20/19	86 DANIELLE WAITE	C
10	00069409	88.15	07/20/19	40235 DAVID CITY PUBLIC SCHOOL	C
10	00069410	10,728.16	07/20/19	40725 EAKES OFFICE SOLUTIONS	C
10	00069411	25.00	07/20/19	50053 EARLY CHILDHOOD TRAINING CTR	C
10	00069412	925.53	07/20/19	50060 EAST BUTLER PUBLIC SCHOOL	C
10	00069413	553,384.93	07/20/19	50825 ED SERVICE UNIT 7-PAYROLL	C
10	00069414	224.52	07/20/19	50401 EGAN SUPPLY CO	C
10	00069415	88.15	07/20/19	50587 EMERSON-HUBBARD SCHOOLS	C
10	00069416	676.65	07/20/19	50630 ERNST AUTO CENTER	C
10	00069417	156.81	07/20/19	7560 HOSTED SERVICES	C
10	00069418	100.00	07/20/19	50640 ESU 1	C
10	00069419	75.00	07/20/19	50750 ESU 10	C
10	00069420	1,531.15	07/20/19	50650 ESU 3	C
10	00069421	18,646.60	07/20/19	9806 FAUSS CONSTRUCTION, INC.	C

## A/P Summary Check Register

FPREG01A

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10	00069425	247.15	07/20/19	6769 GEHRING CONSTRUCTION & READY MIX CO. INC	C
10	00069426	120.00	07/20/19	70375 GODFATHER'S PIZZA	C
10	00069427	292.50	07/20/19	7013 GREAT PLAINS COMMUNICATIONS	C
10	00069428	845.00	07/20/19	80147 HAMPTON INN	C
10	00069429	50.00	07/20/19	10626 HANNAH GANGWISH	C
10	00069430	5,306.83	07/20/19	80390 HIGH PLAINS COMMUNITY SCHOOLS	C
10	00069431	128.77	07/20/19	4944 HOBBY LOBBY	C
10	00069432	376.00	07/20/19	80511 HOLIDAY INN EXPRESS	C
10	00069433	193.95	07/20/19	80507 HOLIDAY INN EXPRESS	C
10	00069434	315.00	07/20/19	80543 HOMETOWN LEASING	C
10	00069435	5,424.26	07/20/19	80670 HOWELLS-DODGE CONSOLIDATED SCHOOL DIST	C
10	00069436	970.30	07/20/19	80880 HY-VEE	C
10	00069437	345.68	07/20/19	90088 INDOFF INCORPORATED	C
10	00069438	200.00	07/20/19	9342 JANET K ROOD	C
10	00069438	-200.00	07/15/19	9342 JANET K ROOD	CV
10	00069439	39,228.00	07/20/19	6319 JOURNEYED.COM, INC.	C
10	00069440	26.68	07/20/19	110030 JULIE R KAHLER	C
10	00069441	27,781.00	07/20/19	6300 KAGAN PROFESSIONAL DEVELOPMENT	C
10	00069442	7,508.78	07/20/19	10359 KAREN KARP	C
10	00069443	3,642.00	07/20/19	110235 KIDDIE CAB	C
10	00069444	200.00	07/20/19	8168 KIMBERLY GREEN	C
10	00069444	-200.00	07/15/19	8168 KIMBERLY GREEN	CV
10	00069445	23.20	07/20/19	10570 KIMBERLY SCHMIDT	C
10	00069446	192.50	07/20/19	4839 KSB SCHOOL LAW	C
10	00069447	4,169.32	07/20/19	120129 LAKEVIEW COMMUNITY SCHOOLS	C
10	00069448	50.00	07/20/19	10634 LANDEN HASTREITER	C
10	00069449	91.64	07/20/19	6718 LAURA PLAS	C
10	00069450	5,937.79	07/20/19	120223 LEIGH COMMUNITY SCHOOLS	C
10	00069451	748.00	07/20/19	120305 LINCOLN CHILDREN'S ZOO	C
10	00069452	450.00	07/20/19	40200 LINDA DAMMANN	C
10	00069453	200.00	07/20/19	8370 LORI ZIEMBA	C
10	00069453	-200.00	07/15/19	8370 LORI ZIEMBA	CV
10	00069454	2,324.38	07/20/19	120550 LOUP POWER DIST	C
10	00069455	450.00	07/20/19	220090 LYNN VOLLBRACHT	C
10	00069456	19.48	07/20/19	130070 MAILBOX, THE	C
10	00069457	24.48	07/20/19	5410 MARK BRADY	C
10	00069458	240.61	07/20/19	130378 MENARDS	C
10	00069459	494.08	07/20/19	10499 MICHELLE RUPIPER	C
10	00069460	910.81	07/20/19	130547 MNJ TECHNOLOGIES	C
10	00069461	45.00	07/20/19	9199 NACIA	C
10	00069462	957.45	07/20/19	130912 NASCO	C
10	00069463	1,501.00	07/20/19	4251 NATUS MEDICAL	C
10	00069464	420.00	07/20/19	140351 NCSA	C
10	00069465	8,729.50	07/20/19	50850 NEBRASKA ESU COOP PURCHASING	C
10	00069466	88.15	07/20/19	2917 NEBRASKA UNIFIED DISTRICT 1	C
10	00069467	4,280.08	07/20/19	150290 O'NEILL PUBLIC SCHOOLS	C
10	00069468	99.00	07/20/19	150225 OLIVA AUDIO-VISUAL REPAIR	C
10	00069469	58,432.00	07/20/19	8044 ON TO COLLEGE	C
10	00069470	26,160.04	07/20/19	160033 PALMER PUBLIC SCHOOL	C
10	00069471	50.00	07/20/19	10642 PAYTON ZIEMBA	C
10	00069472	1,600.00	07/20/19	160095 PERRY,GUTHERY, HAASE& GESSFORD P.C.,L.L.	C
10	00069473	35.29	07/20/19	160450 PIZZA RANCH	C

## A/P Summary Check Register

FPREG01A

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10	00069477	32.67	07/20/19	170029 QUALITY SOUND	C
10	00069478	74.83	07/20/19	170125 QUILL CORPORATION	C
10	00069479	1,034.00	07/20/19	4189 RAMADA COLUMBUS RIVER'S EDGE CONVENTION	C
10	00069480	164.00	07/20/19	9083 S&S WORLDWIDE	C
10	00069481	4.64	07/20/19	981 SARAH WACHA	C
10	00069482	334.09	07/20/19	190150 SCHOOL SPEC SUPPLY INC	C
10	00069483	6,957.09	07/20/19	190164 SCHUYLER COMMUNITY SCHOOLS	C
10	00069484	887.00	07/20/19	10421 SEI SECURITY	C
10	00069485	494.08	07/20/19	9989 SHAYNE MCGUIRE	C
10	00069486	2,670.83	07/20/19	190390 SHELBY-RISING CITY PUBLIC SCHOOL	C
10	00069487	160.00	07/20/19	190420 SHRED MONSTER, INC.	C
10	00069488	2,810.60	07/20/19	190557 SOUTHWEST BINDING & LAMINATING	C
10	00069489	193.92	07/20/19	190007 ST EDWARD PUBLIC SCHOOL	C
10	00069490	470.14	07/20/19	3816 STAPLES ADVANTAGE	C
10	00069491	4,589.80	07/20/19	190850 DAS STATE ACCOUNTING-CENTRAL FINANCE	C
10	00069492	399.98	07/20/19	191085 SUPER SAVER	C
10	00069493	31.32	07/20/19	40536 SUSAN DOEHLING	C
10	00069494	1,886.19	07/20/19	8974 SUSAN MAYBERGER	C
10	00069495	50.00	07/20/19	10677 SYDNEY ZIEMBA	C
10	00069496	501.44	07/20/19	140691 THE HOME DEPOT PRO	C
10	00069497	200.00	07/20/19	9350 TIFFANY L HEINS	C
10	00069497	-200.00	07/15/19	9350 TIFFANY L HEINS	CV
10	00069498	194.34	07/20/19	8710 TIME MANAGEMENT SYSTEMS	C
10	00069499	2,018.55	07/20/19	200493 TWIN RIVER PUBLIC SCHOOL	C
10	00069500	112.25	07/20/19	200606 U & I SANITATION	C
10	00069501	1,564.97	07/20/19	10320 VERIZON WIRELESS	C
10	00069502	1,303.93	07/20/19	230051 WALMART COMMUNITY - MIG	C
10	00069503	176.29	07/20/19	230195 WAYNE COMM. SCHOOLS	C
10	00069504	483.35	07/20/19	230292 WEIDENHAMMER SYSTEMS CORP.	C
10	00069505	2,377.44	07/20/19	230249 WEST POINT PUBLIC SCHOOLS	C
10	00069506	814.90	07/20/19	10545 YARIBEY RODRIGUEZ	C
10	00069507	722.68	07/20/19	10510 ABBY PFISTER	A
10	00069508	1,092.14	07/20/19	10030 ANA KAREN GARCIA MEDINA	A
10	00069509	987.16	07/20/19	1082 ANGEL D MAYBERRY	A
10	00069510	378.16	07/20/19	40709 ANN DUBAS	A
10	00069511	51.94	07/20/19	990 BRANDY ROSE	A
10	00069512	484.30	07/20/19	70017 CYNTHIA ALARCON	A
10	00069513	1,410.54	07/20/19	180474 DARLENE RODRIGUEZ	A
10	00069514	448.40	07/20/19	7099 HALEY STROBEL	A
10	00069515	1,351.30	07/20/19	20135 ISAURA BARRETO	A
10	00069516	29.00	07/20/19	9741 JENNIFER ZYSSET	A
10	00069517	150.87	07/20/19	160636 LARIANNE POLK	A
10	00069518	45.02	07/20/19	10430 LEANNE BLANCHARD	A
10	00069519	51.04	07/20/19	190434 LORI SIMANEK	A
10	00069520	241.28	07/20/19	2267 MARCIA OSTMEYER	A
10	00069521	387.78	07/20/19	4650 MELINDA VELECELA	A
10	00069522	738.92	07/20/19	8788 NATHALIE VARGAS	A
10	00069523	45.24	07/20/19	5983 RACHEL GARNER	A
10	00069524	196.91	07/20/19	10375 RONELLE JACKSON	A
10	00069525	1,119.40	07/20/19	6254 VERONICA REYES-HERWIG	A
10	00069526	26,568.00	07/20/19	10681 APPLE COMPUTER, INC.	C

A/P Summary Check Register

FPREG01A

<u>Bank</u>	<u>Check No</u>	<u>Amount</u>	<u>Date</u>	<u>Vendor</u>	<u>Type</u>
<b>Total Bank No 10</b>		<b>928,874.38</b>			
				<b>Total Manual Checks</b>	<b>.00</b>
				<b>Total Computer Checks</b>	<b>920,342.30</b>
				<b>Total ACH Checks</b>	<b>9,932.08</b>
				<b>Total Other Checks</b>	<b>.00</b>
				<b>Total Electronic Checks</b>	<b>.00</b>
				<b>Total Computer Voids</b>	<b>-1,400.00</b>
				<b>Total Manual Voids</b>	<b>.00</b>
				<b>Total ACH Voids</b>	<b>.00</b>
				<b>Total Other Voids</b>	<b>.00</b>
				<b>Total Electronic Voids</b>	<b>.00</b>
				<b>Grand Total</b>	<b>928,874.38</b>
				<b>Number of Checks</b>	<b>164</b>

<u>Batch Yr</u>	<u>Batch No</u>	<u>Amount</u>
19	000224	195,906.52
19	000240	34,370.31
19	000243	118,644.62
19	000248	553,384.93
19	000254	26,568.00

## A/P Summary Check Register

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Bank	Check No	Amount	Date	Vendor	Type
10	00069527	1,874.50	08/20/19	10007 A&M BUSINESS PRINTING	C
10	00069528	478.50	08/20/19	40714 ACADIENCE LEARNING INC.	C
10	00069529	30.72	08/20/19	10013 ACE HARDWARE	C
10	00069530	36.40	08/20/19	10060 ADMINISTRATORS IN-SERVICE	C
10	00069531	4,450.00	08/20/19	10080 AESA REGISTRATION	C
10	00069532	1,276.63	08/20/19	10715 AINSWORTH COMMUNITY SCHOOLS	C
10	00069533	216.00	08/20/19	190428 ALMQUIST, MALTZAHN, GALLOWAY & LUTH, PC	C
10	00069534	2,946.90	08/20/19	10391 AMAZON	C
10	00069535	194.30	08/20/19	130180 AMY MAZANKOWSKI	C
10	00069536	1,047.48	08/20/19	7633 ANA SANTOS	C
10	00069537	63.75	08/20/19	160690 ANN PROKOPEC	C
10	00069538	8,291.00	08/20/19	10681 APPLE COMPUTER, INC.	C
10	00069539	42.00	08/20/19	10910 AWARDS & ENGRAVING	C
10	00069540	584.43	08/20/19	20250 BEARD-WARREN HEATING & AIR	C
10	00069541	1,724.00	08/20/19	7412 BERNICE MAXWELL	C
10	00069542	21,850.92	08/20/19	20428 BOONE CENTRAL SCHOOLS	C
10	00069543	168.80	08/20/19	4901 CAPITAL ONE-ASD PFISTER	C
10	00069544	32.68	08/20/19	4910 CAPITAL ONE-ELC MAYBERRY	C
10	00069545	9,966.12	08/20/19	30039 CAPITAL ONE BANK (USA), N.A.	C
10	00069546	2,719.55	08/20/19	30038 CAPITAL ONE-SPED ARNDT	C
10	00069547	35.00	08/20/19	2097 CAPITAL ONE-SPED KASSING	C
10	00069548	11.25	08/20/19	4553 CAPITAL ONE-SPED METTLER	C
10	00069549	13,243.86	08/20/19	30192 CDW-G	C
10	00069550	371.82	08/20/19	160655 CENTERPOINT ENERGY SERVICES , INC.	C
10	00069551	24,576.31	08/20/19	30235 CENTRAL CITY PUB SCHOOL	C
10	00069552	1,462.47	08/20/19	5347 CENTRAL SAND & GRAVEL COMPANY	C
10	00069553	25.00	08/20/19	30271 CENTRO HISPANO COMUNITARIO DE NEBRASKA	C
10	00069554	63.75	08/20/19	9210 CHELSEY GREENE	C
10	00069555	979.82	08/20/19	280 CHRISTINA WATTS	C
10	00069556	376.99	08/20/19	30550 CITY OF COLUMBUS WATER & SANIT	C
10	00069557	8,491.52	08/20/19	30610 CLARKSON PUBLIC SCHOOLS	C
10	00069558	506.94	08/20/19	31035 COLUMBUS PUBLIC SCHOOLS GENERAL FUNDS	C
10	00069559	16.00	08/20/19	31039 COLUMBUS SCREEN PRINTING	C
10	00069560	456.00	08/20/19	10723 COURTYARD BY MARRIOTT	C
10	00069561	9,881.66	08/20/19	31462 CROSS COUNTY SCHOOL	C
10	00069562	285.00	08/20/19	4812 CUBBY'S, INC.	C
10	00069563	95.00	08/20/19	2569 DANIELLE L. KLOSEN	C
10	00069564	82.50	08/20/19	86 DANIELLE WAITE	C
10	00069565	390.00	08/20/19	10693 DAVE BURGESS CONSULTING, INC.	C
10	00069566	1,350.00	08/20/19	40235 DAVID CITY PUBLIC SCHOOL	C
10	00069567	221.49	08/20/19	40435 DIAMOND HEATING & AIR	C
10	00069568	48,055.37	08/20/19	40725 EAKES OFFICE SOLUTIONS	C
10	00069569	27,800.76	08/20/19	50060 EAST BUTLER PUBLIC SCHOOL	C
10	00069570	333.00	08/20/19	50065 EAST CENTRAL DIST HEALTH DEPARTMENT	C
10	00069571	508,490.54	08/20/19	50825 ED SERVICE UNIT 7-PAYROLL	C
10	00069572	200.00	08/20/19	50536 ELKORN VALLEY SCHOOLS	C
10	00069573	186.96	08/20/19	7560 HOSTED SERVICES	C
10	00069574	200.00	08/20/19	50640 ESU 1	C
10	00069575	7,309.56	08/20/19	50645 ESU 2	C
10	00069576	85.00	08/20/19	50650 ESU 3	C
10	00069577	1,200.00	08/20/19	50734 ESU 8	C
10	00069578	199.00	08/20/19	50735 ESU 9	C
10	00069579	873.31	08/20/19	50652 ESUCC	C
10	00069580	500.00	08/20/19	9806 FAUSS CONSTRUCTION, INC.	C
10	00069581	200.00	08/20/19	3743 FES LLC	C

## A/P Summary Check Register

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Bank	Check No	Amount	Date	Vendor	Type
10	00069582	4,633.50	08/20/19	6149 FILEWAVE (USA), INC.	C
10	00069583	2,131.70	08/20/19	7226 FIREGUARD	C
10	00069584	14.00	08/20/19	60056 FIRST NATIONAL BANK	C
10	00069585	400.00	08/20/19	60800 FULLERTON PUBLIC SCHOOL	C
10	00069586	5,066.00	08/20/19	10685 GLOWFORGE INC	C
10	00069587	47.50	08/20/19	70375 GODFATHER'S PIZZA	C
10	00069588	169.78	08/20/19	70406 GOTTBORG AUTO COMPANY LLC	C
10	00069589	292.50	08/20/19	7013 GREAT PLAINS COMMUNICATIONS	C
10	00069590	6,375.00	08/20/19	80317 HEARTLAND COMMUNICATIONS	C
10	00069591	10,758.80	08/20/19	80390 HIGH PLAINS COMMUNITY SCHOOLS	C
10	00069592	239.00	08/20/19	80511 HOLIDAY INN EXPRESS	C
10	00069593	199.90	08/20/19	80507 HOLIDAY INN EXPRESS	C
10	00069594	558.00	08/20/19	80543 HOMETOWN LEASING	C
10	00069595	21,045.88	08/20/19	80670 HOWELLS-DODGE CONSOLIDATED SCHOOL DIST	C
10	00069596	2,064.30	08/20/19	80860 HUMPHREY PUBLIC SCHOOL	C
10	00069597	768.94	08/20/19	80880 HY-VEE	C
10	00069598	1,444.88	08/20/19	10561 INNOVATIVE OFFICE SOLUTIONS, LLC	C
10	00069599	63.75	08/20/19	7498 JAN VRBICKY	C
10	00069600	25.52	08/20/19	3387 JENNIFER FISTLER	C
10	00069601	1,325.00	08/20/19	10731 JESSICA BRODERICK	C
10	00069602	200.00	08/20/19	6017 JILL MCNALLY	C
10	00069603	1,000.00	08/20/19	10707 KARI CLIFF	C
10	00069604	170.00	08/20/19	110235 KIDDIE CAB	C
10	00069605	1,295.00	08/20/19	4839 KSB SCHOOL LAW	C
10	00069606	146,389.14	08/20/19	120129 LAKEVIEW COMMUNITY SCHOOLS	C
10	00069607	230.84	08/20/19	6718 LAURA PLAS	C
10	00069608	3,834.75	08/20/19	120223 LEIGH COMMUNITY SCHOOLS	C
10	00069609	346.40	08/20/19	8079 LISA LENZ	C
10	00069610	3,074.55	08/20/19	120550 LOUP POWER DIST	C
10	00069611	653.00	08/20/19	10600 M&O DOOR PRODUCTS	C
10	00069612	240.12	08/20/19	5410 MARK BRADY	C
10	00069613	1,600.00	08/20/19	477 MARZANO RESOURCES, LLC	C
10	00069614	607.06	08/20/19	130378 MENARDS	C
10	00069615	70.36	08/20/19	130547 MNJ TECHNOLOGIES	C
10	00069616	185.00	08/20/19	140044 NAMTC(NAT'L ASSN OF MEDIA/TECH	C
10	00069617	185.00	08/20/19	130918 NASCD	C
10	00069618	627.49	08/20/19	3700 NATIONAL ART & SCHOOL SUPPLIES	C
10	00069619	291.00	08/20/19	140066 NE ASSOC OF SCHOOL BOARDS	C
10	00069620	10.18	08/20/19	140570 NEBRASKA TECHNOLOGY & TELECOM.	C
10	00069621	850.00	08/20/19	140525 NRCSA	C
10	00069622	2,162.24	08/20/19	150290 O'NEILL PUBLIC SCHOOLS	C
10	00069623	1,638.07	08/20/19	2844 OHIO STATE UNIVERSITY EXTENSION	C
10	00069624	200.00	08/20/19	150330 OSCEOLA PUBLIC SCHOOLS	C
10	00069625	5,088.72	08/20/19	160033 PALMER PUBLIC SCHOOL	C
10	00069626	75.00	08/20/19	160095 PERRY,GUTHERY, HAASE& GESSFORD P.C.,L.L.	C
10	00069627	160.02	08/20/19	160450 PIZZA RANCH	C
10	00069628	89.34	08/20/19	160672 PRESTO-X	C
10	00069629	591.39	08/20/19	3697 PYRAMID SCHOOL PRODUCTS	C
10	00069630	32.67	08/20/19	170029 QUALITY SOUND	C
10	00069631	320.94	08/20/19	170125 QUILL CORPORATION	C
10	00069632	164.16	08/20/19	3336 REARDON LAWN & GARDEN INC.	C
10	00069633	964.00	08/20/19	9911 RIEKES EQUIPMENT	C
10	00069634	7,144.20	08/20/19	4987 SCHOOLKIDZ	C
10	00069635	475.00	08/20/19	190164 SCHUYLER COMMUNITY SCHOOLS	C
10	00069636	1,324.27	08/20/19	8524 SHAYNA CEPEL	C

## A/P Summary Check Register

FPREG01A

Bank	Check No	Amount	Date	Vendor	Type
10	00069637	25,825.92	08/20/19	190390 SHELBY-RISING CITY PUBLIC SCHOOL	C
10	00069638	620.00	08/20/19	3379 SOLARWINDS	C
10	00069639	1,571.19	08/20/19	7005 SOUTH SIOUX CITY COMMUNITY SCHOOLS	C
10	00069640	725.00	08/20/19	190557 SOUTHWEST BINDING & LAMINATING	C
10	00069641	9,974.62	08/20/19	190007 ST EDWARD PUBLIC SCHOOL	C
10	00069642	4,589.80	08/20/19	190850 DAS STATE ACCOUNTING-CENTRAL FINANCE	C
10	00069643	5,031.41	08/20/19	2720 STREAKWAVE WIRELESS, INC.	C
10	00069644	180.11	08/20/19	191085 SUPER SAVER	C
10	00069645	2,785.79	08/20/19	8974 SUSAN MAYBERGER	C
10	00069646	1,694.12	08/20/19	140691 THE HOME DEPOT PRO	C
10	00069647	174.66	08/20/19	8710 TIME MANAGEMENT SYSTEMS	C
10	00069648	861.28	08/20/19	5339 TIMOTHY M. WIESE	C
10	00069649	61,490.48	08/20/19	200493 TWIN RIVER PUBLIC SCHOOL	C
10	00069650	112.25	08/20/19	200606 U & I SANITATION	C
10	00069651	3,000.00	08/20/19	210160 UNL-ATTN: CARRIE BROWNYARD	C
10	00069652	1,520.91	08/20/19	10320 VERIZON WIRELESS	C
10	00069653	64.13	08/20/19	230051 WALMART COMMUNITY - MIG	C
10	00069654	200.00	08/20/19	230195 WAYNE COMM. SCHOOLS	C
10	00069655	350.00	08/20/19	230292 WEIDENHAMMER SYSTEMS CORP.	C
10	00069656	330.02	08/20/19	10545 YARIBEY RODRIGUEZ	C
10	00069657	300.44	08/20/19	10510 ABBY PFISTER	A
10	00069658	954.10	08/20/19	10030 ANA KAREN GARCIA MEDINA	A
10	00069659	577.10	08/20/19	1082 ANGEL D MAYBERRY	A
10	00069660	45.00	08/20/19	250100 ANGELA ARNDT	A
10	00069661	42.92	08/20/19	990 BRANDY ROSE	A
10	00069662	25.52	08/20/19	9512 CASSIE KRINGS	A
10	00069663	393.24	08/20/19	70017 CYNTHIA ALARCON	A
10	00069664	1,432.12	08/20/19	180474 DARLENE RODRIGUEZ	A
10	00069665	160.08	08/20/19	3948 DARUS METTLER	A
10	00069666	19.14	08/20/19	9822 ELIZABETH LAWRENCE	A
10	00069667	584.64	08/20/19	7099 HALEY KUNZE	A
10	00069668	1,398.72	08/20/19	20135 ISAURA BARRETO	A
10	00069669	23.78	08/20/19	9741 JENNIFER ZYSSET	A
10	00069670	123.55	08/20/19	6205 KATY MCNEIL	A
10	00069671	1,323.41	08/20/19	160636 LARIANNE POLK	A
10	00069672	65.77	08/20/19	190384 LARRY SHEFCYK	A
10	00069673	54.32	08/20/19	190385 LINDA SHEFCYK	A
10	00069674	629.35	08/20/19	2267 MARCIA OSTMEYER	A
10	00069675	91.64	08/20/19	50632 MEGAN KASSING	A
10	00069676	2,448.76	08/20/19	4650 MELINDA VELECELA	A
10	00069677	557.38	08/20/19	8788 NATHALIE VARGAS	A
10	00069678	1,042.81	08/20/19	160280 PAULA PETERSON	A
10	00069679	235.48	08/20/19	10375 RONELLE JACKSON	A
10	00069680	94.00	08/20/19	190159 SONJA CHATFIELD-PEETZ	A
10	00069681	1,507.42	08/20/19	6254 VERONICA REYES-HERWIG	A

Total Bank No 10

1,091,696.80

A/P Summary Check Register

FPREG01A

<u>Bank</u>	<u>Check No</u>	<u>Amount</u>	<u>Date</u>	<u>Vendor</u>	<u>Type</u>
				<b>Total Manual Checks</b>	.00
				<b>Total Computer Checks</b>	1,077,566.11
				<b>Total ACH Checks</b>	14,130.69
				<b>Total Other Checks</b>	.00
				<b>Total Electronic Checks</b>	.00
				<b>Total Computer Voids</b>	.00
				<b>Total Manual Voids</b>	.00
				<b>Total ACH Voids</b>	.00
				<b>Total Other Voids</b>	.00
				<b>Total Electronic Voids</b>	.00
				<b>Grand Total</b>	1,091,696.80
				<b>Number of Checks</b>	155

<u>Batch Yr</u>	<u>Batch No</u>	<u>Amount</u>
19	000262	136,326.92
19	000263	405,275.31
19	000268	41,404.03
19	000269	508,490.54
19	000271	200.00

### Inservice Account

6/19/19	Columbus Transfer Station trees/shrubs		\$8.45	\$7,859.06
6/27/19	Deposit - Trees/Shrubs	\$47.15		\$7,906.21
7/19/19	Deposit - Trees/Shrubs	\$8.45		\$7,914.66
7/22/19	Columbus Transfer Station trees/shrubs		\$36.40	\$7,878.26

Expenditures	\$44.85
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Nebraska Rural Community Schools Association

Invoice



Nebraska Rural Community Schools Association  
455 S.11th St, Ste B  
Lincoln, NE 68508

Invoice #: 2019-20 Member  
Date: 6/21/2019

**Bill To:**  
EDUCATIONAL SERVICE UNIT 7  
2657 44TH AVE.  
COLUMBUS NE 68601

**For: NRCSA Membership Dues**

Description	Amount
<i>2019-20 NRCSA Membership Dues Renewal</i>	<i>\$850.00</i>

**Total:** *\$850.00*

Make all checks payable to **NRCSA**

If you have any questions concerning this invoice, contact Jeff Bundy at (402) 202-6028  
or e-mail: [jbundy@nrcca.net](mailto:jbundy@nrcca.net)

### **3.14 Mileage Allowance**

The mileage rate allowance will be established by the Board in the minutes of the regular meeting in August and will become effective on September 1. Transportation expenses incurred by an Educational Service Unit 7 employee in going between the employee's residence and a temporary work location (workshop, convention, etc.) will be paid from the employee's residence or point of reference, whichever is closer.

This policy excludes Special Education certificated staff who are covered by negotiated Master Agreements.

(Adopted July 18, 1983)

(Reviewed August 21, 1997)

(Reviewed May 20, 2002)

(Revised September 17, 2012)

### **1.09 Authorized Depositories, Bonds, Disbursement of Funds**

Unit Funds shall be placed in depositories approved by the Board. The Board shall annually reauthorize depositories.

The treasurer of the Board of Educational Service Unit 7 and employees of the Board of ESU 7 who handle money of a substantial nature, shall be bonded. Extent of Bonding and coverage shall be determined at the regular January meeting.

#### Disbursement of Funds

The Board shall pay out money of the Board upon checks signed by the President, the Vice-President and the Secretary, electronic transfer, e-payments, or Automated Clearing House (ACH). The Board authorizes the use of signature stamps.

(Revised February 18, 1991)

(Revised March 18, 2002)

(Reviewed May 21, 2012)

(Revised August 21, 2017)

## D - Paid Leaves

### **Article IV, Section 9, D. Paid Leaves**

*Paid Leaves Available.* ESU 7 makes the following forms of paid leaves available: Sick Leave, Bereavement Leave, Personal Leave, Vacation Leave and Professional Leave. In addition, ESU 7 complies with laws that require leaves to be allowed without loss of pay, such as for military service and jury duty.

1. *Negotiated Agreement.* Paid leaves are provided for in the negotiated agreement with the designated association of certified employees. The negotiated agreement will control where there is any direct conflict with this policy.
2. *Nature of Paid Leave.* Paid leave is available to employees when the following specific conditions are met: (1) the employee is currently employed by the ESU; (2) the paid leave day is taken on a day the employee would otherwise be expected to be at work; and (3) the employee has met the conditions that are applicable to the type of paid leave that has been requested.
3. *Leave Year.* The leave year for paid leaves is ESU 7's fiscal year unless otherwise stated by individual contract.
4. *Leave Days.* Paid leave days are provided based on the same number of hours the employee is scheduled to work on the day the leave is taken.
5. *Eligibility Based on Employment Status.* For purposes of eligibility for paid leave days, employees are identified as:
  - i. *Full-Time Employees*—Employees scheduled to work in one position at least 1,480 hours per leave year. Eligibility for full-time status treatment based on combinations of positions is subject to prior written approval of the Administrator.
  - ii. *Part-Time Employees*—Employees who are contracted to work

at least 9 months in the leave year and who are scheduled to work at least 20 hours per week. Except as otherwise specified, Part-Time Employees are provided paid leaves on a pro rata basis measured against a 1,480 hour work year (185 days).

- iii. *Ineligible Employees*—Employees who are not Full-Time or Part Time Employees, as defined above, including any employees employed on a substitute or temporary basis. Ineligible Employees are not eligible for any paid leaves.

Legal Reference:	§§ 48-1228 to 48-1232 (Wage Payment and Collection Act)
Date of Adoption:	August 19, 2019

# E - Sick Leave

## **Article IV, Section 9, E. Sick Leave**

1. *Immediate Family*: For the purpose of sick leave, immediate family means employee's spouse and child.
2. *Non-Dependent Family*. For the purpose of sick leave, non-dependent family members are those outside of immediate family.
3. *Days Per Leave Year*. Employees have 1 day of sick leave for each month worked. For example, if the employee is Fulltime and works 12 months, the employee receives 12 sick days. If the employee works 10 months and is fulltime, the employee receives 10 sick days. These days are available the first day of the contract year.
4. *Availability*. Sick leave is a paid work day when the employee may be absent from duties. Sick days are only available when the employee is unable to perform assigned duties due to the illness or temporary disability of the employee or due to the employee needing to care for a member of the employee's immediate family who is ill or has a serious health condition. Employees are to use sick leave when unable to work. Activities other than caring for their own health or that of an immediate family member reflect an abuse of sick leave. Employees may utilize up to two days of Non-Dependent Sick Leave for family members outside of the immediate family member definition. Use of Non-Dependent Leave is subject to Administrative approval and is subtracted from the Sick Leave accumulation.
5. *Carry-over and Accumulation*. Unused sick leave may be carried over from one leave year to the next succeeding leave year to a maximum of 40 sick leave days.
6. *Nature of Paid Leave*. Paid leave is available to employees when the following specific conditions are met: (1) the employee is currently employed by the ESU; (2) the paid leave day is taken on a day the employee would otherwise be expected to be at work; and (3) the

employee would otherwise be expected to be at work, and (b) the employee has met the conditions that are applicable to the type of paid leave that has been requested.

Legal Reference:	
Date of Adoption:	August 19, 2019

# F - Bereavement Leave

## **Article IV, Section 9, F. Bereavement Leave**

1. *Immediate Family.* Paid family bereavement leave of 3 consecutive days is available in the event of the death of an immediate family member. The term "immediate family" for this purpose means the employee's spouse, child, parent, grandparent, grandchild and sibling; and family members standing in the same relation to the employee's spouse (in-laws). Family bereavement leave of 3 days is available for each such death.
2. *Non-Immediate Family.* Non-family bereavement leave of 1 day is available for the death of a person who is not an immediate family member, but with whom the employee was so close that the employee would be expected to attend the person's funeral. Non-family bereavement leave requires advance approval of the employee's supervisor.
3. *Use of Bereavement Leave.* Bereavement leave is to be used for purposes of addressing issues related to the death and to attend funeral services. The taking of a bereavement leave without attending funeral services would be an abuse of bereavement leave, except in the case of the death of the employee's parent, child or spouse, where grief would be expected to impair the employee's ability to function at work.
4. *Carry-over and Accumulation.* There is no carry-over or accumulation of unused bereavement leave.
5. *Nature of Paid Leave.* Paid leave is available to employees when the following specific conditions are met: (1) the employee is currently employed by the ESU; (2) the paid leave day is taken on a day the employee would otherwise be expected to be at work; and (3) the employee has met the conditions that are applicable to the type of paid leave that has been requested.

Legal Reference:	
Date of Adoption:	August 19, 2019

# G - Personal Leave

## **Article IV, Section 9, G. Personal Leave**

1. *Days Per Leave Year.* Employees have 2 days/16 hours of personal leave available per leave year. These days are available to the employee the first day of the contract year.
2. *Availability.* Personal leave is a paid work day when the employee may be absent from duties. The availability of personal leave is to be determined at the discretion of the Administrator and requires advance approval from the employee's supervisor.
3. *Carry-over and Accumulation.* Unused leave may be carried over from one leave year to the next succeeding leave year. Once the maximum is accumulated, no further leave days will be available or granted for the ensuing leave year or years until the accumulated number of days is less than 2 days/16 hours, and then only to the extent necessary to restore the total number of available leave days to the maximum of 2 days/16 hours.
4. *Nature of Paid Leave.* Paid leave is available to employees when the following specific conditions are met: (1) the employee is currently employed by the ESU; (2) the paid leave day is taken on a day the employee would otherwise be expected to be at work; and (3) the employee has met the conditions that are applicable to the type of paid leave that has been requested.

Legal Reference:	
Date of Adoption:	August 19, 2019

# H - Maternity Leave

## **Article IV, Section 9, H. Maternity Leave**

There are no separate leaves for maternity purposes. Leave for maternity reasons can be applied for under guidelines set up for sick leave, but not in conflict with state or federal statutes.

Legal Reference:	
Date of Adoption:	August 19, 2019

# I - Professional Leave

## **Article IV, Section 9, I. Professional Leave**

1. *Days Per Leave Year.* Certificated and professional/licensed employees may be granted up to 3 days paid professional leave per leave year. Additional days may be approved at the supervisor's discretion.
2. *Availability.* Professional leave is available for attendance at local, regional, state, or national functions provided attendance is judged by the Administrator or designee to be for professional development of the employee in an aspect of the employee's employment duties or of potential benefit to the ESU or schools served by the employee. Attendance at such functions is to be determined at the discretion of the Administrator. Expenses for attendance, including transportation, meals, registration fees, and other function-related expenses deemed necessary and approved by the Administrator will be paid in accordance with the Coffee Act Policy.
3. *Carry-over and Accumulation.* There is no carry-over or accumulation of unused professional leave.
4. *Nature of Paid Leave.* Paid leave is available to employees when the following specific conditions are met: (1) the employee is currently employed by the ESU; (2) the paid leave day is taken on a day the employee would otherwise be expected to be at work; and (3) the employee has met the conditions that are applicable to the type of paid leave that has been requested.

Legal Reference:	
Date of Adoption:	August 19, 2019

# J - Vacation Leave

## **Article IV, Section 9, J. Vacation Leave**

1. *Days Per Leave Year.* Full time employees are granted two weeks (10 days/80 hours) for the first five (5) years of employment and three weeks (15 days/120 hours) the sixth year. Any employment less than 1.0 FTE receives no paid vacation.
2. *Non-Certificated Employees.* All vacation time for non-certificated employees begins with the start of the new fiscal year. Employees eligible for 15 vacation days accumulate the equivalent of 10 hours per month. Employees eligible for 10 vacation days accumulate 6.67 hours per month. Hours will not be granted prior to the time they become available, with the exception of June, July, and August when vacation can be granted in advance with approval of the Administrator or immediate supervisor.

*Professional Employees.* Vacation for Professional employees shall commence with the beginning date of the contract. Employees eligible for 15 vacation days/120 hours accumulate the equivalent of 10 hours per month. Days will not be granted prior to the time they become available, with the exception of June, July, and August when vacation can be granted in advance with approval of the Administrator or immediate supervisor.

Vacation days may be taken as available at any time during the year, but only with the prior approval of the Administrator or immediate supervisor. Employees hired after the beginning date of a respective contract or new fiscal year, will receive vacation on a pro-rated basis so that all beginning and ending dates for vacation are consistent.

3. *Carry-over and Accumulation.* Employees are encouraged to take their vacation within each leave year. The maximum number of unused vacation days an employee will be allowed to carry over

unused vacation days an employee will be allowed to carry over from one year to the next shall be the number of days made available during the more recent leave year. The maximum that may be accumulated is 15 days/120 hours. Once the maximum is accumulated, no further vacation days will be available or granted from the ensuing leave year or years until the accumulated number of days is less than 15 days/120 hours, and then only to the extent necessary to restore the total number of available vacation days to the maximum. Employees who have accumulated vacation days in excess of said maximum as of the adoption or amendment of this policy will continue to have the excess days available for use but will not have additional days made available each year until their unused days are less than the maximum provided above.

4. *Unpaid Leaves.* Should an employee be absent from work in excess of the employee's available paid leaves, the absence will be an unpaid leave. The employee's available paid leaves, the absence will be unpaid leave. The employee's salary and fringe benefits (including the cost of premiums for group health insurance may be subject to reduction for the day or days of work missed.

Legal Reference:	
Date of Adoption:	August 19, 2019

# K - Discretionary Leave of Absence

## **Article IV, Section 9, K. Discretionary Leave of Absence**

An employee may apply to the Board for a leave of absence from duties. The Board will consider such requests on a case-by-case basis. No leave of absence shall extend beyond one leave year. All discretionary leaves shall be without pay except as may be individually negotiated.

Legal Reference:	
Date of Adoption:	August 19, 2019

# L - FMLA

## **Article IV, Section 9, L. FMLA**

Family and medical leaves shall be allowed under the terms and conditions of the Family and Medical Leave Act of 1993 (FMLA) as amended.

The "leave year" for purposes of the FMLA shall be a "rolling" twelve-month period, measured backward from the date of any FMLA usage.

Substitution of accrued paid leaves for otherwise unpaid FMLA leaves may be required at the discretion of the Administrator or the Board. The employee may also have paid leave run concurrently with unpaid FMLA leave entitlement, provided the employee meets applicable requirements of the leave policy.

Employees shall be required to submit medical certifications to support a request for FMLA leave because of a serious health condition, or a sick leave, when such leave is for a duration in excess of five successive days, and in such other cases as deemed appropriate by the Administrator or the Board based on the nature of the illness or other circumstances surrounding the leave. Second and third medical opinions may, in the Administrator or the Board's discretion, be required. Employees shall be required to report periodically, at such times as requested by the Administrator or the Board, on their intent to return to work from FMLA leaves and other leaves. Employees shall be required to submit a fitness-for-duty certification from their health care provider as a condition of returning to work from a FMLA leave taken because of the employee's serious health condition, or from a sick leave taken by reason of the employee's illness, when such leave was of a duration in excess of five (5) successive days, and upon request of the Administrator or the Board when such is deemed appropriate by the Administrator or the Board based upon the nature of the illness or other circumstances surrounding the leave.

An “equivalent position” for FMLA restoration purposes shall, in the case of certificated employees, be any administrative, teaching, or instruction related position for which the employee is qualified by reason of endorsement, college preparation, or experience, or other indicia. In the case of coaching or other similar extracurricular duty assignments, “equivalent position” can be any extracurricular duty assignment. In the case of other employees or positions, “equivalent position” can be one with or at equivalent pay, benefits, and working conditions, involving similar or related duties, as determined by the Administrator or the Board.

By law, FMLA leave is available only to employees who meet certain conditions. One of the conditions is that the employee “is employed at a worksite where 50 or more employees are employed by the employer within 75 mile of that worksite.”

The ESU will allow employees who do not meet this condition due to the location of their worksite to take unpaid leaves on the same terms and conditions as other ESU employees are allowed to take FMLA leaves. Such unpaid leaves will be allowed as an ESU provided benefit and not as an FMLA protected leave.

Legal Reference:	29 USC Sections 2611 to 2618 and 29 CFR Part 82
Date of Adoption:	August 19, 2019

# M - Military and Family Military Leave

## **Article IV, Section 9, M. Military and Family Military Leave**

Military leave and family military leave will be granted to the extent required by state and federal law.

Employees requesting military leave must notify the Administrator as soon as they receive notification of activation. Employees are to attach a copy of their orders to a leave request form when they prepare the request for military leave.

Employees requesting to take family military leave under the Nebraska statutes must notify the Administrator at least 14 days in advance of taking such a leave if the leave will be for 5 or more consecutive days, consult with their supervisor to schedule the leave so as to not unduly disrupt operations of the ESU. For leaves of less than 5 days, the employee is to notify the Administrator of the leave request as soon as practicable.

Family military leave under the FMLA will be provided in accordance with that law and subject to the provisions of the Board policy pertaining to FMLA leave.

Legal Reference:	Neb. Rev. Stat. §§ 55-160 to 55-166 Neb. Rev. Stat. §§ 55-501 to 55-507 29 U.S.C. §§ 2611, et seq.; 29 CFR Part 825 (FMLA) 38 U.S.C. §§ 4301 to 4333; 20 CFR Part 1002 (USERRA)
Date of Adoption:	August 19, 2019

# N - Adoption Leave

## **Article IV, Section 9, N. Adoption Leave**

Adoption leave will be permitted to be taken by an adoptive parent for the same time and on the same terms as an employee is permitted to take a leave of absence upon the birth of the employee's child.

The adoptive parent leave of absence begins following the commencement of the parent-child relationship. The parent-child relationship commences, for purposes of adoption leave, when the child is placed with the employee for purposes of adoption. The employee shall be deemed to have waived any adoptive leave days not taken following the commencement of the parent-child relationship, except as the Administrator and the employee may otherwise agree. Advance notice of an anticipated adoption shall be provided by the employee to the Administrator as early as possible.

Legal Reference:	§ 48-234
Date of Adoption:	August 19, 2019

# O - Jury Duty Leave

## **Article IV, Section 9, O. Jury Duty Leave**

An employee who is summoned for jury service must promptly notify the employee's immediate supervisor. The employee will be allowed time off for jury duty. There will be no loss of salary or deduction in leave time for time spent in jury services. Any compensation for jury duty, excluding expenses, shall be forwarded to the ESU business office.

If an employee reports for jury duty in the morning and is then dismissed from jury duty for the remainder of the day, the employee is to report for work and resume duties for the balance of the day, except as may be otherwise arranged by the employee's immediate supervisor.

Legal Reference:	§ 25-1640
Date of Adoption:	August 19, 2019

# P - Subpoena to Testify Leave

## **Article IV, Section 9, P. Subpoena to Testify Leave**

An employee must promptly notify the employee's immediate supervisor when the employee receives a lawfully issued subpoena to testify in court or to give a deposition that may require an absence from duty.

In the event the subpoena involves a job-related matter in which the employee is testifying on behalf of the ESU, the absence will be treated similar to a jury duty leave.

In the event the subpoena involves a personal matter, the employee will be required to use available leave days. A subpoena will be considered to involve a personal matter whenever the employee or a family member or friend of the employee is a party to the legal proceeding, unless the employee's involvement in the legal matter is solely due to actions taken in connection with the employee's work duties, the actions of the employee were not inappropriate, and the ESU is not an opposing party in the legal matter.

Legal Reference:	
Date of Adoption:	August 19, 2019

# Q - Voting Leave

## **Article IV, Section 9, Q. Voting Leave**

Employees will be allowed paid time off to vote in an election if the employee: (a) is a registered voter; (b) does not have 2 consecutive hours during which the employee is not required to be present at work in the period between the time of the opening and closing of the polls; and (c) applies for voting leave prior to or on election day.

Voting leave will not be available to most employees because elections are typically scheduled for 8 a.m. to 8 p.m. Most employees are off duty on or before 6 p.m. If not off work by 6 p.m., the employee is usually not on duty before 10 a.m.

When voting leave is available, an employee will be entitled to be absent from work on election day for such period of time as will, when considering the employee's non-working time, total 2 consecutive hours between the time of the opening and closing of the polls. When voting leave is used, no deduction shall be made from the employee's salary or wages on account of such absence. The employee's supervisor may specify the hours during which the employee may be absent for voting leave.

Legal Reference:	§ 32-922
Date of Adoption:	August 19, 2019



## Non-Member Contract for Services

<b>Non-Member School Name</b>	<b>Person Responsible</b>	<b>School Year</b>
<b>Address (Street, City, State, Zip)</b>		<b>Phone Number</b>

**Please place a checkmark next to the services you wish to access. See the corresponding column for fee information.**

- 1. Non-member schools will be billed upon using the service.**
- 2. If non-member schools choose to NOT use the service selected, they will NOT be billed.**
- 3. If you choose to use a service you did not select, a new contract must be submitted and approved.**

Service Description	Fee Information
<input type="checkbox"/> eRate	\$85 per hour <i>No charge if non-member is a part of DL Consortium</i>
<input type="checkbox"/> Production Services	Black/White copy \$0.011 Color copy \$0.11 Lamination 25" \$0.088/ft, 38" \$0.209/ft Art Media: 7" Letters Laminated \$0.055, Plain \$0.044 4" Letters Laminated \$0.022, Plain \$0.011 <i>All production costs not listed here will be billed at 10% above the established rate</i>
<input type="checkbox"/> Technology Support	Labor per hour \$55.00 Parts billed at cost plus 3%
<input type="checkbox"/> LanMan Partnership	\$660 per day (additional contract)
<input type="checkbox"/> Santa Visits	\$55 per session
<input type="checkbox"/> Distance Learning (DL) Consortium	\$3850 per year
<input type="checkbox"/> Meetings/Trainings offered and attended by member schools on ESU 7 campus	No cost if offered to member schools at no charge. If there is a charge for member schools to attend, registration fee for non-members specific to event.
<input type="checkbox"/> Training at ESU 7 paid for by public grant funds	Registration fee specific to event
<input type="checkbox"/> Principal Cluster	No cost if offered to member schools at no charge
<input type="checkbox"/> Superintendent Meeting	No cost if offered to member schools at no charge
<input type="checkbox"/> Technology recycling drop off	No cost if offered to member schools at no charge
<input type="checkbox"/> Technology infrastructure planning	Up to 8 hours at no additional cost (8+ hours, \$55.00/hr)
<input type="checkbox"/> SNAP/Online Resources	No cost if offered to member schools at no charge

<b>Non-Member Signature/Date</b>	<b>ESU 7 Administrator/Date</b>	<b>ESU 7 Office Use</b>
		<i>Date Signed Copy Rec'd</i>
<b>Non-member</b>	<i>Any school district outside ESU 7 area, any non-public school, any other ESU in NE</i>	

# D - Services: Requests, Cost, and Payment

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

1. Services to Member School Districts. Services to be provided member school districts are determined by the ESU Board, in collaboration with members school districts, and where the service involves use of core service funds or funds generated by the ESU property tax, obtaining the requisite approval for services from member school districts.

Services will be annually reviewed by the Administrator. Requests for new services are to be made to the Administrator and, if interest is sufficient, brought before the ESU Board.

The Administrator will communicate to member schools the process by which member school districts may request and pay for services.

2. Services to Non-Member School Districts. ESU 7 establishes the following process by which services are provided to and paid for by nonmember school districts:

Non-member school districts are those non-public schools and homeschools within the ESU 7 boundaries as well as public, non-public and homeschools outside ESU 7 boundaries.

The Educational Service Unit 7 Board will contract for services with a non-member school district only if the service is currently being offered to Educational Service Unit 7 member school districts and if providing the service does not require adding additional equipment of personnel beyond what the additional revenue would generate. The ESU 7 Board will not place a financial burden on Educational Service Unit 7 member school districts to provide a service to a non-member district. Costs for non-member



school districts will be established and/or reviewed annually.

Legal Reference:	§79-1204, §79-1222, 79-1224, 79-1225 and 79-1242 NDE Rule 84, sections 3.05B
Date of Adoption:	August 20, 2018





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[www.esu7.org](http://www.esu7.org)  
**Larianne Polk, Administrator**

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July 15, 2019

Educational Service Unit 7 Board

Dear Negotiations Committee:

The ESU7 Education Association requests that the Board representing the Educational Service Unit 7 take action to recognize ESU7 Education Association as exclusive bargaining agent for the non-supervisory certificated staff for the 2021-2022 contract year.

Please direct your response to the undersigned.

Sincerely,

A handwritten signature in blue ink that reads 'Brandy Rose'. The signature is written in a cursive, flowing style.

Brandy Rose  
Educational Service Unit 7 Education Association

# ESU 7 Goals

## Board of Directors

Goal 1: Use of Data for Quality and Efficiency: The Board will use data to ensure quality and efficiency of current and future services to its stakeholders (students, educators, parents and community).

Goal 2: Behavioral Health Programming: The Board will explore the potential expansion of educational behavioral health programming.

Goal 3: Financial Projections: The Board will examine short and long term financial projections to ensure long term financial stability.

Goal 4: Updates Policy Manual: The Board will work to update and streamlining their policy manual.

## Administrator

Goal 1: Communication and Marketing: The Administrator will communicate and market our work being done to the board, staff and school districts.

Goal 2: Budget Stability: The Administrator will ensure budget stability by maintaining cash on hand at 30%.

Goal 3: Policy Revision Timeline: The Administrator will create a timeline for policy revision completion by 2019-2020.

## Agency Team

Goal 1.1: Stakeholder Involvement: The Agency Team will work to expand stakeholder involvement in SIMPL Stage 1.

Goal 1.2: Define Professional Development: The Agency Team will work to expand the definition of professional development delivery to every department that provides that service.

Goal 1.3: SIMPL Service Descriptions: The Agency Team will ensure every service in SIMPL will include a description of that service.

Goal 2.1: Agency-wide Survey: The Agency Team will develop and deploy an agency-wide process to survey respondents in order to obtain data for decision-making.

Goal 2.2: Timeline for Measuring Services: The Agency Team will develop a process for assessing service implementation across services, agency-wide, including timelines for verification and implementation scoring.

Goal 3.1: Job Descriptions: The Agency Team will update, clarify, revise and create job descriptions for each position at ESU 7.

Goal 3.2: Re-Organize Leadership Team: The Agency Team will create and modify the organizational leadership team to encompass a comprehensive cross-section of services.

Goal 3.3: Align Staffing to SIMPL: The Agency Team will formally align the staffing allocations to each service on the service plan.

Goal 3.4: Recruitment and Retention: The Agency Team will develop a formalized recruitment and retention process agency-wide.

## Departments

Administration: Systems Across Agency (Maintenance Requests, Bookkeeping Procedures, Consistent Benefits)

Cen7ter: Find more usable space in the current Cen7ter and add more space for the Cen7ter

Early Childhood: Designated room for EC workspace (14 people)/ change to "accepted: work areas and Define and share with NDE manageable fidelity requirements (RBI, HV, Gold).

Grants: Establish a backup person and procedure should a grant coordinator be unable to carry out their responsibilities.

Migrant: Think outside the box to enhance recruitment efforts by effectively educating schools, community and families.

Production: Develop and deploy communication plan for copying procedures.

Professional Development: Determine what data will be most useful for determining services for schools. Create an off-campus survey that gives us credible, reliable, and actionable data.

Psychology: Gather and interpret data regarding outcomes of initial referrals and determine needs to improve the efficacy of our services, leadership and support to districts.

Speech: Increase confidence level in writing IEPs by streamlining wording within the IEP document.

Technology: Improve intra-office communication

Vision: Increase communication within the department by having monthly meetings.



August 15, 2019

Cynthia Alarcon  
Migrant Education Program  
Educational Service Unit 7

Dear Cynthia,

Please accept this letter as a formal notice of my resignation from Educational Service Unit 7 as my position as Program Analyst for the Migrant Education Program is being transferred to Educational Service Unit 9. I've very much enjoyed being a part of the ESU 7 family for the past 8 years. Thank you for this wonderful opportunity.

Sincerely,

Danielle Waite

**From:** Kris Frederick <[kfrederick@esu7.org](mailto:kfrederick@esu7.org)>

**Subject:** resignation

**Date:** August 2, 2019 at 10:32:57 AM CDT

**To:** Darus Mettler <[dmettler@esu7.org](mailto:dmettler@esu7.org)>

**Cc:** Anne Baptiste <[abaptiste@esu7.org](mailto:abaptiste@esu7.org)>, Leanne Blanchard <[lblanchard@esu7.org](mailto:lblanchard@esu7.org)>

Darus,

It is with a very heavy heart that I am sending you my resignation today. I have accepted a position with Shelby-Rising City Schools as a para. I have nothing but love for ESU 7 and all of the friends I have made by working their. This decision basically came down to location, and the ability to get a 40 hour work week as a single mom. Sorry for the late notice with school starting, they just offered me the position, and I start August 8th. Please let me know if there is a time Monday or Tuesday I can meet for my exit interview, and to return my computer.

Thank you.

Kris Frederick  
[kfrederick@esu7.org](mailto:kfrederick@esu7.org)  
Center 7