



Regular Board of Education Meeting

Educational Service Unit 7, Oak Room

2657 44th Ave

Columbus, NE 68601-8537

Monday, November 20, 2023 at 5:30 PM

Posted Locations:

Columbus Telegram Newspaper

Columbus Telegram Website

ESU 7 North Building Front Door

Posted Date: 11/13/2023

Attendance Taken at 5:33 PM.

Bob Arp: Present

Joyce Baumert: Present

Marni Danhauer: Present

Donald Ellison: Absent

Dan Hoesly: Present

Dawn Lindsley: Present

Richard Luebbe: Present

Jennifer Miller: Present

Doug Pauley: Present

Richard Stephens: Present

Gary Wieseler: Present

Jack Young: Present

Present: 11, Absent: 1.

5:36pm

1. Call the Meeting to Order

LEADERSHIP • SERVICE • SUPPORT

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

Roll call was taken at 5:36pm.

Board President conducted the meeting.

Staff present:

Larianne Polk, Administrator

Linda Shefcyk, Business Manager

Mindy Reed, Secretary to the Board of Directors

Tami Clay, Special Education Director

Dan Ellsworth, Network Operations Director

1.1. Notification of Open Meetings Law

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

1.2. Roll Call

1.3. Absent Board Members

Board member Donald Ellison will be absent; he notified the Administrator prior to the meeting.

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

Approval of Board Member absences as presented Passed with a motion by Jack Young and a second by Dawn Lindsley.

Donald Ellison: Absent

Bob Arp: Yea

Joyce Baumert: Yea

Marni Danhauer: Yea

Dan Hoesly: Yea

Dawn Lindsley: Yea

Richard Luebbe: Yea

Jennifer Miller: Yea

Doug Pauley: Yea

Richard Stephens: Yea

Gary Wieseler: Yea

Jack Young: Yea

Yea: 11, Nay: 0, Absent: 1

1.4. Pledge of Allegiance All members present participated in the Pledge of Allegiance.

2. Approval of Agenda

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

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

Agenda as presented Passed with a motion by Jennifer Miller and a second by Joyce Baumert.

Donald Ellison: Absent

Bob Arp: Yea

Joyce Baumert: Yea

Marni Danhauer: Yea

Dan Hoesly: Yea

Dawn Lindsley: Yea

Richard Luebbe: Yea

Jennifer Miller: Yea

Doug Pauley: Yea

Richard Stephens: Yea

Gary Wieseler: Yea

Jack Young: Yea

Yea: 11, Nay: 0, Absent: 1

3. Virtual Conferencing for November 2023, December 2023, January 2024, and February 2024 Nebraska Revised Statute § 84-1411 authorizes virtual meetings for educational service units if the requirements of subdivision (2)(b) are met. The board will determine if next month's board meeting should allow for a virtual conferencing option.

The Board voted to have a virtual conferencing option for the following board meetings: November 2023, December 2023, January 2024, and February 2024.

4. Welcome Visitors No visitors present.

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 complete the Request to be Heard Document prior to the start of the board meeting. Citizens wishing to present petitions to the Board may do so at this time. However, the Board

will only receive the petitions and not act upon them or their contents. No public comments provided.

6. **Consent Agenda**

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

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

Consent Agenda Includes:

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

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

Consent agenda as presented with the exception of Presentation of Bills #77026 through #77207 totaling \$1,093,951.81, which will be moved to an agenda item outside of consent. Passed with a motion by Bob Arp and a second by Joyce Baumert.

Donald Ellison: Absent

Bob Arp: Yea

Joyce Baumert: Yea

Marni Danhauer: Yea

Dan Hoesly: Yea

Dawn Lindsley: Yea

Richard Luebbe: Yea

Jennifer Miller: Yea

Doug Pauley: Yea

Richard Stephens: Yea

Gary Wieseler: Yea

Jack Young: Yea

Yea: 11, Nay: 0, Absent: 1

Board member Bob Arp requested to remove the bills from the consent agenda. Item 6.2 was removed and will now be agenda item 7. Presentation of Bills #77026 through #77207 totaling \$1,093,951.81.

6.1. Minutes

This is a consent item.

6.2. Reading of Article III, Section 3, F Audits

This is a consent item.

6.3. Reading of Article III, Section 4, F Internal Controls

This is a consent item.

6.4. Reading of Article III, Section 7, D Trespassers

This is a consent item.

6.5. Reading of Article III, Section 7, E Distribution of Materials

This is a consent item.

6.6. Reading of Article III, Section 7, F Bulletin Boards and Web Pages

This is a consent item.

6.7. Reading of Article III, Section 7, H Computer Acceptable Use Policy

This is a consent item.

6.8. Reading of Article III, Section 7, I Recording of Others

This is a consent item.

6.9. Excess Lodging and Meals

Excess Lodging and Meals:

- The Professional Development Department had two excess travel instances to report:
 - NSTA Conference in Kansas City, MO (October 25-28, 2023)
 - Ernie Valentine - \$161.20
 - Otis Pierce - \$199.45

This is a consent item.

6.10. Resignations

Resignation:

- Abby Pfister, Northeast Region Coordinator, NE ASD Network, is resigning effective November 22, 2023.

This is a consent item.

7. Presentation of Bills #77026 through #77207 totaling \$1,093,951.81

The summary of bills for the current month total: \$1,093,951.81 -

Bills #77026 through #77207

Inservice bills total: \$104.00

	Amount	Vendor	Description
7704 4	\$49,964.7 9	Central NE Rehab Services	Speech Services
7704 5	\$9,385.26	Chartwells Dining Services	Latino Summit
7705 7	\$34,052.5 2	Dell Technologies	Technology School Equipment flow through
7705 8	\$25,797.9 8	Eakes Office Solutions	Copier Maintenance agreements
7706 6	\$9,578.02	ESU 2	NNNC 1st Quarter

77069	\$18,100.00	ESUCC	Master Service Agreement
77091	\$5,000.00	Leigh Community Schools	Perkins Contracted Service
77100	\$10,819.17	Matheson-Linweld	Perkins Equipment/Supplies
77126	\$5,352.60	State of NE DAS State Accounting	Network service charges
77144	\$5,621.47	Stuthman Enterprises LLC	Contracted speech services
77204	\$5,486.25	Torsh Inc.	35 User licenses. Torsh is a coaching and professional learning platform.

This is a consent item.

Discuss, consider and take any action necessary to approve the presentation of bills as presented. Passed with a motion by Bob Arp and a second by Gary Wieseler.

Donald Ellison: Absent

Richard Luebbe: Nay

Bob Arp: Yea

Joyce Baumert: Yea

Marni Danhauer: Yea

Dan Hoesly: Yea

Dawn Lindsley: Yea

Jennifer Miller: Yea

Doug Pauley: Yea

Richard Stephens: Yea

Gary Wieseler: Yea

Jack Young: Yea

Yea: 10, Nay: 1, Absent: 1

Board member Bob Arp requested to know what check number 77110 for Omaha's Henry Doorly Zoo & Aquarium was for. The check was for the CCLC Project Director Day. Board member Dawn Lindsley requested to know what check number 77091 for Leigh Community Schools. The check was for the Perkins Key Note Speaker for the career fair.

8. Mental Health Spotlight

Ronelle Jackson, ESU 7 Licensed Independent Mental Health Practitioner, will be presenting the Mental Health Spotlight to the Board.

Ronelle Jackson, Licensed Independent Mental Health Practitioner (LIMHP) reviewed the attached Board Spotlight 2023 presentation. The Mental Health staff are able to customize services for the students using a social emotional learning curriculum. The questions asked during the presentation include:

- Do students get referred by a school counselor or just talk to the Licensed Mental Health Practitioner (LMHP)?
 - There is a referral process initiated by the school counselor. The referral is on a Google form the school administrators and school counselors have access to.
- What is a DSM?
 - Diagnostic and Statistical Manual of Mental Illnesses. The DSM is utilized in conjunction with Symptomatology to create the wellness plan for the student.
- There is a focus on the students, but is there any help for the adults in the school?
 - From the ESU perspective, we only provide services for the students. The mental health of the adults in the school system is also a concern which is being talked about.
- If a teacher has a concern, do they go to the counselor or administrator for a referral?
 - Yes, the referral goes through the school counselor.
- What is the waitlist for?
 - The waitlist is for students who need the services provided by the Mental Health Department, but there is not enough contract time to include them in the caseload at the moment. Director Tami Clay uses this information for staffing purposes as well. Even though there is a waitlist, it is important for the school counselors to continue to refer students because there may be a time when students are pulled off of the waitlist for services.
- How many students are on the waitlist?
 - Currently, 24 students are on the waitlist.
- Does the Mental Health Department staff do any emergency work for the school outside of their caseload?
 - There are quite a few suicide risk screenings completed during school hours.
- What happens when a student has service for school therapy and also has therapy outside of school hours?
 - In these cases, the school therapist as well as the other therapist need to be in constant communication.
- Is there any continued education needed?
 - There are different levels of licensure, which require different levels and hours of continuing education. For Ronelle's position, she has to have 32 hours of continuing education every two years; of which six hours have to be Safety Planning Intervention (SPI).

9. Change in FTE - Kaise Recek, Orientation Mobility Teacher
Kaise Recek, Orientation Mobility Teacher, has been issued an updated contract to increase her FTE.

Recommendation: Discuss, consider and take any action necessary to approve the

contract for Kaise Recek as presented.

Discuss, consider and take any action necessary to approve the contract for Kaise Recek as presented Passed with a motion by Jack Young and a second by Joyce Baumert.

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

Yea: 11, Nay: 0, Absent: 1

Board member Dawn Lindsley asked for context behind the request for an increase in FTE. Kaise Recek is the Orientation and Mobility Teacher. Many ESUs do not have an employee with orientation and mobility training. Kaise provides services outside of the ESU 7 area to assist other ESUs. Kaise goes to ESU 9, ESU 10, and ESU 11 to provide services for students in need. There are multiple schools that need the Orientation and Mobility service, which necessitates the need to add time to Kaise Recek's contract. Currently, she travels two days a week to schools further away. She travels to Grand Island, Wood River, Kearney, Lexington, and Gothenburg on one of the travel days. Kaise typically goes to approximately four schools a day when she travels. The previous contract for Kaise was for three days a week and the request for an increase will now make it four days a week. Kaise typically provides service to each student once a month and possibly two times a month for someone with higher needs. ESU 7 does have an Orientation and Mobility contract with ESU 10. However, most of the contracts for the Orientation and Mobility service are directly with the schools Kaise Recek serves.

10. Treasurer's Report

Review the breakdown of the Treasurer's Report

Discuss, consider and take any action necessary to approve the Treasurer's Report as presented. Passed with a motion by Gary Wieseler and a second by Marni Danhauer.

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

Dawn Lindsley: Yea

Richard Luebbe: Yea

Jennifer Miller: Yea

Doug Pauley: Yea

Richard Stephens: Yea

Gary Wieseler: Yea

Jack Young: Yea

Yea: 11, Nay: 0, Absent: 1

11. **Administrator's Report General**

- ESUCC Update
 - Legislation discussion
- Professional Development and Production/Print Shop Report - Director Ostmeyer
- Special Education Report - Director Clay
- Technology Report - Director Ellsworth
 - Nebraska Cybersecurity Network Update
- Upcoming Events
 - AESA Annual Conference: November 29-December 1 in Anaheim, CA
 - Registered:
 - Larianne Polk
 - Doug Pauley
 - Jack Young
 - Jennifer Miller
 - Bob Arp
 - Marni Danhauer
- Administrator Leave Report

ESUCC Update: Administrator Polk let the board know the legislative session has not started yet. The opening session will be on January 6, 2024. ESU Coordinating Council utilizes Bromm & Associates for governmental relations. Jason Bromm creates a report with all of the legislative bills and provides updates. Chief Administrator Polk will provide the board with general information and include a link to the report Bromm & Associates provides. District 41 has a new senator, Senator Meyer.

Professional Development and Print Shop Report: Director Ostmeyer is not in attendance. Administrator Polk read the attached Board Report-November 2023_PD and Print Shop document.

Technology Report: The Nebraska Cybersecurity Network met earlier today. There is a survey being sent out to gather baseline data from schools. There are many schools which use ALICAP insurance. ESU 7 also utilizes ALICAP. The schools who are currently not covered by ALICAP are failing for reasons which could be resolved. The LAN Managers and other technology staff have been made aware of what ALICAP is

requesting. There are some requests Director Ellsworth has asked ALICAP for clarification on. Director Ellsworth is working with the LAN Managers to make data-driven decisions. There were some LAN Managers utilizing different help ticket systems which did not allow Director Ellsworth to have the data on all help tickets being submitted and resolved by the LAN Managers. Those schools are moving over to the same system ESU 7 utilizes, so there can be transparent data on the number of tickets as well as the turnaround time to complete the ticket. Director Ellsworth assisted in creating an evaluation assessment matrix for the LAN Managers contracted out to the schools. The evaluation assessment matrix has been submitted to the NETA Conference. Board member Dawn Lindsley asked a question regarding the status of the secondary lines in the schools. Director Ellsworth stated the secondary line for ESU 7 is complete, the secondary line for Fullerton is complete, and the secondary line for Palmer is in progress but will not be complete until summer due to the need to run the cable under the parking lot. Currently, no other school has signed up for a secondary line. Board member Bob Arp asked if Director Ellsworth was aware of how many hacking attempts there had been in the ESU 7 area. Director Ellsworth let the board know ESU 7 utilizes Huntress, which is a managed security platform. If Huntress detects a hacking attempt, a flag is raised and the staff at Huntress typically handle it. If the hacking attempt is larger and may not be fully eradicated, the server is isolated and handled so no other server is impacted. Clarkson Public Schools also utilizes Huntress. There have been two hacking attempts in the last 30 days in ESU 7, which were not successful.

Special Education Report: Director Clay provided the update for the Special Education Department. Special Education staff have been providing professional development to school staff. There have been schools which have asked the Special Education staff to provide Job Coach training, which has been well received. There have even been requests to make the Job Coach training a series, which says a lot about the caliber of special education staff ESU 7 has. Director Clay is working on a way to help new Superintendents understand Special Education Finance. Director Clay went out to visit each new Superintendent. During the visit, Director Clay and the Superintendent went through the school's final financials, which are connected to the Individuals with Disabilities Education Act (IDEA) and the Maintenance of Effort (MOE). Special Education staff are doing a nice job in the schools. The ESU 7 Special Education staff work hard and have the student's best interest in mind.

11.1. Goal Update

Goals - Attached for your Review

- Goal 1: 100% Complete
- Goal 2: Starting over for the 23-24 academic year.
- Goal 3:
 - School District Board Meetings Completed:
 - David City - 10/10/2022
 - Osceola - 10/10/2022
 - East Butler - 10/12/2022
 - Boone Central - 11/14/2022
 - High Plains - 1/9/2023

- Fullerton - 2/13/2023
- Clarkson - 3/15/2023
- Central City - 3/15/2023
- Cross County - 5/8/2023
- Palmer - 9/11/2023
- Howells-Dodge - 10/11/2023
- Columbus Public - 11/13/23
- Humphrey - 11/13/23
- Pending for December:
 - Lakeview - 12/11/23 @ 7:00pm
 - Director Tami Clay
 - One board member: Gary Wieseler, Jennifer Miller, Richard Luebbe, Dan Hoesly, Doug Pauley?
 - Goal 4: 100% Complete

Administrator Polk reviewed the Superintendent Visit data documents which are reviewed during the Superintendent's visits.

Administrator Polk, Board Vice President Jack Young, and Board Member Bob Arp attended the Columbus Public Schools board meeting on November 13, 2023.

Director Clay and Board Secretary Jennifer Miller attended the Humphrey Public board meeting on November 13, 2023.

The Lakeview Community Schools board meeting is scheduled for December 11, 2023. Director Clay as well as Board President Doug Pauley and Board Secretary Jennifer Miller will attend.

11.2. Services Update SIMPL Update

The Chief Administrator will review data documents which are discussed at the Superintendent visits.

11.3. Facilities Update

The Administrator will provide a facilities update during this item.

- Safety Visit

ALICAP completed a safety visit at ESU 7. Director Ellsworth took Ken, from ALICAP, around the buildings for the visit. Administrator Polk reviewed the recommendations in the attached ALICAP Inspection Report.

11.4. Personnel

All Classified/Non Cert Hires and Resignations under this item. Not an action item.

New Hires:

- Ashley Lerch, Paraprofessional in the Learning Academy. Started October 18, 2023.
- Larry Wendt, District Technology Coordinator. Started November 14, 2023.

12. Committee Reports

12.1. Buildings and Grounds Committee Report

The Chair of the Buildings and Ground Committee will provide a report of the meeting.

- Special Education Expansion Program

Recommendation: Discuss, consider and take any action necessary to approve the Special Education Expansion Program as indicated in the Resolution.

Discuss, consider and take any action necessary to approve the Special Education Expansion Program as indicated in the Resolution Passed with a motion by Bob Arp and a second by Gary Wieseler.

Donald Ellison: Absent

Dan Hoesly: **Nay**

Bob Arp: **Yea**

Joyce Baumert: **Yea**

Marni Danhauer: **Yea**

Dawn Lindsley: **Yea**

Richard Luebbe: **Yea**

Jennifer Miller: **Yea**

Doug Pauley: **Yea**

Richard Stephens: **Yea**

Gary Wieseler: **Yea**

Jack Young: **Yea**

Yea: 10, Nay: 1, Absent: 1

Buildings and Grounds Chair Bob Arp provided an update for the Building and Grounds Committee. Chairperson Arp referenced the attached Special Education Expansion Program document. ESU 7 is pursuing the possibility of expanding Special Education services, which will be housed in the South Building. The area would be approximately 1,200 square feet and include two classrooms, one wheelchair accessible bathroom, one sensory room, and two recovery rooms. The expansion is called the Special Education Expansion Program. The intent is to provide a program for up to ten students with autism or other complex disabilities causing communication and behavioral challenges. Chairperson Arp asked the board to turn to pages 27 and 28 to view the proposed floor plan for the south building and what the program layout may look like. Chairperson Arp asked the board to review the attached Special Education Expansion Resolution. Administrator Polk read the Special Education Expansion Resolution aloud to the board.

Special Education Director Clay went through the attached Special Education Expansion Program and explained the document is still in draft. Every school

district would want to partner with ESU 7 in some form, the Superintendents either like the idea of the program and/or would utilize the program. The age range of the expansion program would be from kindergarten age to 21 years old. The program would consist of two classrooms, one teacher, and a one on one paraeducator per student with an additional floater paraeducator. The program would focus on essential life skills and behavioral skills. The instruction would come from the teacher and the continual practice would come from the paraeducators. The program would be a transitional program where the goal would be to transition the student to a less restrictive program and/or ultimately their home school district once the student consistently utilizes the skills learned in the Special Education Expansion Program. Director Clay has made an inquiry to the Nebraska Department of Education (NDE) regarding the potential Special Education reimbursable expenses for the school district. The building fees would not be reimbursable through Special Education. Director Clay reviewed the expenses in the attached document, with Option 2 being the preferred option.

Since the start of Director Clay's employment with ESU 7, Superintendents have been asking for a program of this nature and it is brought up at multiple meetings. When the Superintendents first asked about the program, there was no space to house a program of this nature. Those circumstances have recently changed with Columbus Public moving out of the South Building, so now there is room for a new program. During the service planning for the 2024-2025 academic year, the Special Education Expansion Program was a top priority. Most schools do not have the capacity to work with some students with autism and behavioral issues due to staffing and/or the school environment. The Special Education Expansion program would provide the teacher and paraeducators with training and support. The training provided is detailed in the attached document. With the proper technique, training, and teaching, the program would help the students know how to handle their behaviors and how to interact with people in the community. A majority of the students who would be a part of the Special Education Expansion Program would be non-verbal. The program would help the students enhance their communication.

President Doug Pauley stated the board briefly spoke about the Special Education Expansion Program last month. Secretary Jennifer Miller replied the discussion was also in the September board meeting minutes. President Pauley has a concern about how fast the program proposal has come to fruition. When the new space in the South Building became available, President Pauley thought there would be a strategic planning process for the building. The Board and ESU 7 conducted a lot of research when planning for the Learning Academy and wondered if that level of planning was necessary for the Special Education Program as well.

Board Secretary Miller clarified the resolution attached starts the process of gathering bids, it does not commit ESU 7 or the district schools to the program.

The Buildings and Grounds Committee reviewed the program draft during the

committee meeting and asked numerous questions. The committee felt like the Special Education Expansion Program would be beneficial for ESU 7 and it would help students in need of the program.

Board member Bob Arp read the ESU 7 mission aloud to the board, which reads "The mission of ESU 7 is to provide leadership and support by delivering customized and innovative services." Board member Arp emphasized the part regarding customized and innovative services. Bob expressed his concern about waiting to approve the resolution because it would only become more difficult to find staff. Bob Arp explained the resolution is to just get the process going.

Board member Gary Wiesler stated ESU 7 recently received access to the other portion of the South Building, so the option for the program has only recently become reality.

What Administrator Polk knows for sure: the schools are in dire need of the program, there is money in the cash reserve to front the program while the districts are able to pay back their portion. If the program is not approved this month or in December, it will have to wait until the 2025-2026 academic year. The playground project had been approved by the board previously, but it was put on hold due to steel prices. Administrator Polk and Director Clay cannot bring any solid financial figures to the board until an architect looks at the building. Administrator Polk is trying to find ways to maximize the money in cash reserve. The Learning Academy has space to start the program with five students until the remodel is complete.

Board member Dawn Lindsley shared concerns regarding the building fee.

Questions asked during the discussion:

Board President Doug Pauley:

- How was the \$40/day fee established?
 - ESU 3 has a similar program and a \$40/day fee was established there, so it would be consistent among the districts.
- How essential would a playground be?
 - A playground with a surrounding fence would be beneficial.

Board member Dawn Lindsley

- If a school wants to have a student in the program and we do not have a paraprofessional, could the district send the student with the district paraprofessional?
 - ESU 7 would work with the school district who is interested in sharing their paraprofessional. The paraprofessional would be expected to follow the policies of ESU 7 while working in the expanded program.
- Since there is no nurse, are we nervous for our staff to administer medication?
 - No. Paraprofessionals are trained to administer medication.
- Are we planning for 20 students in the long term?
 - No. This remodel will hold a capacity of 10 students.

- Are there other programs like this in Nebraska?
 - Yes. ESU 3 Brooke Valley in LaVista, Nebraska. Costs are comparable.
- What will the travel time be for the students?
 - The same as that for students attending the Center and the Learning Academy.
- How will lunch be provided?
 - ESU 7 will contract with Columbus Public's lunch program as is done for the Learning Academy.
- Is tuition a fixed cost or is it negotiated?
 - Tuition is calculated annually based on the budget and number of students attending.

Board member Marni Danhauer

- How did you come to the \$150/sq foot remodel cost?
 - Administrator Polk contacted ESU 3, Twin River, and Humphrey. These three organizations had recent construction projects and/or bond proposals. Square foot costs ranged from \$92 to \$210 per square foot.
- If the resolution passes, what are the next steps?
 - The school district boards would need to approve the contract and resolution in their board meeting. After school districts have committed to the project, the Fire Marshal will be invited to review the site plan. Then an architect would be contacted to generate additional options. These options and approximate costs will be brought to the board.

12.2. Negotiations Committee Report The Chair of the Negotiations Committee will provide a report of the meeting. Negotiations Chair Jennifer Miller provided an update for the Negotiations Committee. The Negotiations Committee met prior to the board meeting. Typically, ESU 7 gets the salary array from Perry Law Firm. This year, ESU 7 along with other ESUs are utilizing Sparq Negotiations. The court of industrial relations suggests having a salary between 98%-102% in the array. Based on the calculations within Sparq Negotiations, ESU 7 is sitting at 107%. Administrator Polk and Business Manager Linda Shefcyk will be reviewing all of the data and settings in Sparq Negotiations to confirm this is accurate. The health insurance utilized by ESU 7, Blue Cross Blue Shield, only increased by 1.99%. Business Manager Linda Shefcyk has a statewide meeting next week to check and compare data with other ESUs in Nebraska.

12.3. Administrator Evaluation Committee Report The Chair of the Administrator Evaluation Committee will provide a report.

Evaluation Timeline:

- **August:** Evaluation Committee Chair and Administrator review Evaluation Tool and Evaluation Policy/Procedures.
- **September:** Full Board is provided a paper copy of the evaluation questions.
- **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. Board will

send their completed evaluation tool to the Evaluation Committee prior to the October Board Meeting. Administrator completes Evaluation Tool as self-assessment and sends it to Evaluation Committee Chair on or before October 31.

- **November:** Committee Chair will send the completed Administrator self-assessment to the 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.
- **January:** Confirm Evaluation Committee members. Administrator provides Evaluation Committee with goals and shares with Board at January Board Meeting. Administrator Evaluation Committee Chair Marni Danhauer provided the update for the Administrator Evaluation Committee. Chairperson Danhauer expressed her gratitude to the board members who completed the evaluation. Administrator Polk and chairperson Danhauer will meet to go over the evaluation results prior to the December board meeting. Board member Dick Stephens asked the Evaluation Committee to consider having the Administrator self-evaluation provided to the board prior to their completion of the evaluation. Evaluation Chair Marni Danhauer asked if any board members have additional comments, they can email them to her.

13. Conference Report

Conference Attendees will report on their learnings.

- State Education Conference - November 15-17, Omaha, NE
 - Administrator Polk
 - Board President Doug Pauley
 - Board Members: Bob Arp, Dawn Lindsley, Gary Wieseler, Joyce Baumert, Marni Danhauer

Board President Doug Pauley, and members Joyce Baumert, Marni Danhauer, Gary Weisler, Dawn Lindsley, and Bob Arp agreed the State Education Conference was excellent. Highlights of the conference included the keynote speaker, sessions on mental health, social media, board committees, legislative updates, and community culture. One specific session of note was conducted by Lakeview staff called Mission Mental Health. Board member Bob Arp attended that session and was moved by the content and positive nature of the topic.

14. Adjournment Meeting adjourned at 8:29pm.

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

NEBRASKA OPEN MEETINGS ACT

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

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

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

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

(b) Public body does not include (i) subcommittees of such bodies unless a quorum of the public body attends a subcommittee meeting or unless such subcommittees are holding hearings, making policy, or taking formal action on behalf of their parent body, except that all meetings of any subcommittee established under section 81-15,175 are subject to the Open Meetings Act, (ii) entities conducting judicial proceedings unless a court or other judicial body is exercising rulemaking authority, deliberating, or deciding upon the issuance of administrative orders, and (iii) the Judicial Resources Commission or subcommittees or subgroups of the commission;

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

(3) Virtual conferencing means conducting or participating in a meeting electronically or telephonically with interaction among the participants subject to subsection (2) of section 84-1412.

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

(1) Any public body may hold a closed session by the affirmative vote of a majority of its voting members if a closed session is clearly necessary for the protection of the public interest or for the prevention of needless injury to the reputation of an individual and if such individual has not requested a public meeting. The subject matter and the reason necessitating the closed session shall be identified in the motion to close. Closed sessions may be held for, but shall not be limited to, such reasons as: (a) Strategy sessions with respect to collective bargaining, real estate purchases, pending litigation, or litigation which is imminent as evidenced by communication of a claim or threat of litigation to or by the public body; (b) Discussion regarding deployment of security personnel or devices; (c) Investigative proceedings regarding allegations of criminal misconduct; (d) Evaluation of the job performance of a person when necessary to prevent needless injury to the reputation of a person and if such person has not requested a public meeting; (e) For the Community Trust created under section 81-1801.02, discussion regarding the amounts to be paid to individuals who have suffered from a tragedy of violence or natural disaster; or (f) For public hospitals, governing board peer review activities, professional review activities, review and discussion of medical staff investigations or disciplinary actions, and any strategy session concerning transactional negotiations with any referral source that is required by federal law to be conducted at arms length. Nothing in this section shall permit a closed meeting for discussion of the appointment or election of a new member to any public body.

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

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

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

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

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

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

body.(c) In addition to a method of notice required by subdivision (1)(b)(i) or (ii) of this section, such notice may also be provided by any other appropriate method designated by such public body or such advisory committee. (d) Each public body shall record the methods and dates of such notice in its minutes. (e) Such notice shall contain an agenda of subjects known at the time of the publicized notice or a statement that the agenda, which shall be kept continually current, shall be readily available for public inspection at the principal office of the public body during normal business hours. Agenda items shall be sufficiently descriptive to give the public reasonable notice of the matters to be considered at the meeting. Except for items of an emergency nature, the agenda shall not be altered later than (i) twenty-four hours before the scheduled commencement of the meeting or (ii) forty-eight hours before the scheduled commencement of a meeting of a city council or village board scheduled outside the corporate limits of the municipality. The public body shall have the right to modify the agenda to include items of an emergency nature only at such public meeting.

(2)(a) The following entities may hold a meeting by means of virtual conferencing if the requirements of subdivision (2)(b) of this section are met: (i) A state agency, state board, state commission, state council, or state committee, or an advisory committee of any such state entity; (ii) An organization, including the governing body, created under the Interlocal Cooperation Act, the Joint Public Agency Act, or the Municipal Cooperative Financing Act; (iii) The governing body of a public power district having a chartered territory of more than one county in this state; (iv) The governing body of a public power and irrigation district having a chartered territory of more than one county in this state; (v) An educational service unit; (vi) The Educational Service Unit Coordinating Council; (vii) An organization, including the governing body, of a risk management pool or its advisory committees organized in accordance with the Intergovernmental Risk Management Act; (viii) A community college board of governors; (ix) The Nebraska Brand Committee; (x) A local public health department; (xi) A metropolitan utilities district; (xii) A regional metropolitan transit authority; and (xiii) A natural resources district. (b) The requirements for holding a meeting by means of virtual conferencing are as follows: (i) Reasonable advance publicized notice is given as provided in subsection (1) of this section, including providing access to a dial-in number or link to the virtual conference; (ii) In addition to the public's right to participate by virtual conferencing, reasonable arrangements are made to accommodate the public's right to attend at a physical site and participate as provided in section 84-1412, including reasonable seating, in at least one designated site in a building open to the public and identified in the notice, with: At least one member of the entity holding such meeting, or his or her designee, present at each site; a recording of the hearing by audio or visual recording devices; and a reasonable opportunity for input, such as public comment or questions, is provided to at least the same extent as would be provided if virtual conferencing was not used; (iii) At least one copy of all documents being considered at the meeting is available at any physical site open to the public where individuals may attend the virtual conference. The public body shall also provide links to an electronic copy of the agenda, all documents being considered at the meeting, and the current version of the Open Meetings Act; and (iv) Except as otherwise provided in this subdivision or subsection (4) of section 79-2204, no more than one-half of the meetings of the state entities, advisory committees, boards, councils, organizations, or governing bodies are held by virtual conferencing in a calendar year. In the case of an organization created under the Interlocal Cooperation Act that sells electricity or natural gas at wholesale on a multistate basis or an organization created under the Municipal Cooperative Financing Act, the organization may hold more than one-half of its meetings by virtual conferencing if such organization holds at least one meeting each calendar year that is not by virtual conferencing. The governing body of a risk management pool that meets at least quarterly and the advisory committees of the governing body may each hold more than one-half of its meetings by virtual conferencing if the governing body's quarterly meetings are not held by virtual conferencing.

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

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

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

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

(7)(a) Notwithstanding subsections (2) and (5) of this section, if an emergency is declared by the Governor pursuant to the Emergency Management Act as defined in section 81-829.39, a public body the territorial jurisdiction of which is included in the emergency declaration, in whole or in part, may hold a meeting by virtual conferencing during such emergency if the public body gives reasonable advance publicized notice as described in subsection (1) of this section. The notice shall include information regarding access for the public and news media. In addition to any formal action taken pertaining to the emergency, the public body may hold such meeting for the purpose of briefing, discussion of public business, formation of tentative policy, or the taking of any action by the public body. (b) The public body shall provide access by providing a dial-in number or a link to the virtual conference. The public body shall also provide links to an electronic copy of the agenda, all documents being considered at the meeting, and the current version of the Open Meetings Act. Reasonable arrangements shall be made to accommodate the public's right to hear and speak at the meeting and record the meeting. Subsection (4) of this section shall be complied with in conducting such meetings. (c) The nature of the emergency shall be stated in the minutes. Complete minutes of such meeting specifying the nature of the emergency and any formal action taken at the meeting shall be made available for inspection as provided in subsection (5) of section 84-1413. (8) In addition to any other statutory authorization for virtual conferencing, any public body not listed in subdivision (2)(a) of this section may hold a meeting by virtual conferencing if: (a) The purpose of the virtual meeting is to discuss items that are scheduled to be discussed or acted upon at a subsequent non-virtual open meeting of the public body; (b) No action is taken by the public body at the virtual meeting; and (c) The public body complies with subdivisions (2)(b)(i) and (2)(b)(ii) of this section.

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

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

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

meeting, but it may not forbid public participation at all meetings.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

84-1415. Open Meetings Act; requirements; waiver; validity of action. No motion, resolution, rule, regulation, ordinance, or formal action made, adopted, passed, or taken at a meeting as defined in section 84-1409 of a public body as defined in such section shall be invalidated because such motion, resolution, rule, regulation, ordinance, or formal action was made, adopted, passed, or taken at a meeting or meetings on or after March 17, 2020, and on or before April 30, 2021, pursuant to a Governor's Executive Order which waived certain requirements of the Open Meetings Act.

Revised
4-2022



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Understanding Negotiations Work Session

Educational Service Unit 7, Oak Room

2657 44th Ave

Columbus, NE 68601-8537

Monday, October 16, 2023 at 5:00 PM

Posted Locations:

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

Posted Date: 10/09/2023

Attendance Taken at 5:06 PM.

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

Present: 10, Absent: 2.

1. Call the Meeting to Order

LEADERSHIP • SERVICE • SUPPORT

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

Roll call was taken at 5:06pm.
Board President conducted the meeting.

Staff present:

Larianne Polk, Administrator
Linda Shefcyk, Business Manager
Marci Ostmeyer, Professional Development Director
Tami Clay, Special Education Director
Dan Ellsworth, Network Operations Director

1.1. Notification of Open Meetings Law

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

1.2. Roll Call

2. Understanding ESU 7 Negotiations

The negotiations process will be discussed with the board to provide additional clarification.

3. Adjournment

Meeting adjourned at 5:37pm.

Minutes respectfully submitted by Linda Shefcyk, Treasurer to the ESU 7 Board.



Regular Board of Education Meeting

Educational Service Unit 7, Oak Room

2657 44th Ave

Columbus, NE 68601-8537

Monday, October 16, 2023 at 5:30 PM

Posted Locations:

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

Posted Date: 10/09/2023

Attendance Taken at 5:38 PM.

Bob Arp:	Present
Joyce Baumert:	Present
Marni Danhauer:	Absent
Donald Ellison:	Absent
Dan Hoesly:	Present
Dawn Lindsley:	Present
Richard Luebbe:	Present
Jennifer Miller:	Present
Doug Pauley:	Present
Richard Stephens:	Present
Gary Wieseler:	Present
Jack Young:	Present
Present: 10, Absent: 2.	

1. Call the Meeting to Order

LEADERSHIP • SERVICE • SUPPORT

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

Roll call was taken at 5:38pm.
Board President conducted the meeting.

Staff present:

Larianne Polk, Administrator
Linda Shefcyk, Business Manager
Marci Ostmeyer, Professional Development Director
Tami Clay, Special Education Director
Dan Ellsworth, Network Operations Director

1.1. Notification of Open Meetings Law

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

1.2. Roll Call

1.3. Absent Board Members

Board member Donald Ellison will be absent due to personal reasons; he notified the Administrator prior to the meeting.

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

Approval of Board Member absences as presented Passed with a motion by Bob Arp and a second by Dawn Lindsley.

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

Dan Hoesly: Yea
Dawn Lindsley: Yea
Richard Luebbe: Yea
Jennifer Miller: Yea
Doug Pauley: Yea
Richard Stephens: Yea
Gary Wieseler: Yea
Jack Young: Yea
Yea: 10, Nay: 0, Absent: 2

Board members Donald Ellison and Marni Danhauer were absent due to personal reasons. Both absent board members notified the Administrator prior to the meeting.

1.4. Pledge of Allegiance

All members present participated in the Pledge of Allegiance.

2. Approval of Agenda

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

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

Agenda as presented Passed with a motion by Jennifer Miller and a second by Jack Young.

Marni Danhauer: Absent
Donald Ellison: Absent
Bob Arp: Yea
Joyce Baumert: Yea
Dan Hoesly: Yea
Dawn Lindsley: Yea
Richard Luebbe: Yea
Jennifer Miller: Yea
Doug Pauley: Yea
Richard Stephens: Yea
Gary Wieseler: Yea
Jack Young: Yea
Yea: 10, Nay: 0, Absent: 2

3. Virtual Conferencing Option

Nebraska Revised Statute § 84-1411 authorizes virtual meetings for educational service units if the requirements of subdivision (2)(b) are met. The board will determine if next month's board meeting should allow for a virtual conferencing option.

Recommendation: Discuss, consider and take any necessary action to approve the virtual conferencing option for the November board meeting.

Discuss, consider and take any necessary action to approve the virtual conferencing option for the November, December, January and February board meetings. Passed with a motion by Jack Young and a second by Richard Stephens.

Marni Danhauer: Absent

Donald Ellison: Absent

Bob Arp: Yea

Joyce Baumert: Yea

Dan Hoesly: Yea

Dawn Lindsley: Yea

Richard Luebbe: Yea

Jennifer Miller: Yea

Doug Pauley: Yea

Richard Stephens: Yea

Gary Wieseler: Yea

Jack Young: Yea

Yea: 10, Nay: 0, Absent: 2

There will be a virtual conferencing option for the November 2023, December 2023, January 2024, and February 2024 board meetings.

4. Welcome Visitors

No visitors present.

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 complete the Request to be Heard Document prior to the start of the board meeting. Citizens wishing to present petitions to the Board may do so at this time. However, the Board will only receive the petitions and not act upon them or their contents.

No public comments provided.

6. **Consent Agenda**

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

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

Consent Agenda Includes:

- Minutes from the previous meeting(s)
- Presentation of the bills

- Policy review with no recommended changes
- Other routine agenda items

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

Consent agenda as presented Passed with a motion by Joyce Baumert and a second by Bob Arp.

Marni Danhauer: Absent
 Donald Ellison: Absent
 Bob Arp: Yea
 Joyce Baumert: Yea
 Dan Hoesly: Yea
 Dawn Lindsley: Yea
 Richard Luebbe: Yea
 Jennifer Miller: Yea
 Doug Pauley: Yea
 Richard Stephens: Yea
 Gary Wieseler: Yea
 Jack Young: Yea
 Yea: 10, Nay: 0, Absent: 2

6.1. Minutes

This is a consent item.

6.2. Presentation of Bills #76865 through #77025 totaling \$947,731.54

The summary of bills for the current month total: \$947,731.54 - Bills #76865 through #77025

Inservice bills total: \$0

	Amount	Vendor	Description
76865	\$42,672.00	Ernst Auto Center	2023 Toyota Highlander
76878	\$9,011.78	Central NE Rehab Services	Speech Services
76890	\$5,000.00	ESU 8	Title III Contracted Service
76900	\$7,500.00	International Academy of Science Acellus	Acellus licenses for LA
76955	\$5,352.60	State of NE DAS State Accounting	Network service charges

This is a consent item.

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

This is a consent item.

- 6.4. Reading of Article III, Section 6, B Interest in Contracts

This is a consent item.

- 6.5. Reading of Article III, Section 6, C Other Conflicts of Interest

This is a consent item.

- 6.6. Reading of Article III, Section 6, D Reporting Procedures

This is a consent item.

- 6.7. Reading of Article III, Section 7, A Community Use of ESU Facilities

This is a consent item.

- 6.8. Reading of Article III, Section 7, B Tobacco

This is a consent item.

- 6.9. Reading of Article III, Section 7, C Weapons

This is a consent item.

- 6.10. Retirement
Include letter of retirement if available.

- Lori Simanek, Speech Language Pathologist - Retiring at the end of the 2023-2024 school year, last day of employment will be May 17, 2024.

This is a consent item.

- 6.11. Excess Lodging and Meals
Excess Lodging and Meals:

- The Migrant Department has one travel excess while attending the National ID&R Consortium in Clearwater Beach, Florida (September 12-15, 2023)
 - Isaura Barreto - \$453.22

- The Admin Department has one travel excess while attending the 2023 AESA Educators' Call to action Conference in Washington, DC (October 4-6, 2023)
 - Administrator Polk - \$168.32

This is a consent item.

7. Board Spotlight - Cen7ter
 Student Services Principal Cara Neesen will provide the Board Spotlight on Cen7ter. Cara Neesen, Student Services Principal, reviewed the attached C7 presentation. The Cen7ter capacity is two classrooms, which includes 20-23 students aged 14-21. Individualized Education Programs (IEP's) are shared between Cen7ter and school districts. On-site transportation has been very beneficial for activities and job sites for the students. There are currently 27 job sites. The students go to a variety of job sites to see which job best suites the student. The playground project will be discussed in the future. Cen7ter focuses on home life skills, personal hygiene, recreation and leisure, community skills, social skills and functional academics.

8. Treasurer's Report
Review the breakdown of the Treasurer's Report
 Discuss, consider and take any action necessary to approve the Treasurer's Report as presented. Passed with a motion by Jennifer Miller and a second by Jack Young.

Marni Danhauer:	Absent
Donald Ellison:	Absent
Bob Arp:	Yea
Joyce Baumert:	Yea
Dan Hoesly:	Yea
Dawn Lindsley:	Yea
Richard Luebbe:	Yea
Jennifer Miller:	Yea
Doug Pauley:	Yea
Richard Stephens:	Yea
Gary Wieseler:	Yea
Jack Young:	Yea
Yea: 10, Nay: 0, Absent: 2	

9. New Hire - Jeff Uchtman, NNNC Network Analyst
 New Hire

- Jeff Uchtman, NNNC Network Analyst: Starting November 1, 2023.

Recommendation: Discuss, consider and take any action necessary to approve the contract for Jeff Uchtman as presented.

Discuss, consider and take any action necessary to approve the contract for Jeff Uchtman as presented Passed with a motion by Bob Arp and a second by Joyce Baumert.

Marni Danhauer: Absent

Donald Ellison: Absent

Bob Arp: Yea

Joyce Baumert: Yea

Dan Hoesly: Yea

Dawn Lindsley: Yea

Richard Luebbe: Yea

Jennifer Miller: Yea

Doug Pauley: Yea

Richard Stephens: Yea

Gary Wieseler: Yea

Jack Young: Yea

Yea: 10, Nay: 0, Absent: 2

10. **Administrator's Report General**

- ESUCC Update
 - ESU 7 2022-2023 Coop Sales Savings by School
- Professional Development and Production/Print Shop Report - Director Ostmeier
- Special Education Report - Director Clay
- Technology Report - Director Ellsworth
 - Nebraska Cybersecurity Network Update
- Upcoming Events
 - State Education Conference: November 15-17 in Omaha
 - Registered:
 - Larianne Polk
 - Doug Pauley
 - Dawn Lindsley
 - Joyce Baumert
 - Marni Danhauer
 - Gary Wieseler
 - Bob Arp
 - AESA Annual Conference: November 29-December 1 in Anaheim, CA (No agenda available as of now - Attached is the schedule)
 - Registered:
 - Larianne Polk
 - Doug Pauley
 - Jack Young
 - Jennifer Miller
 - Bob Arp
 - Marni Danhauer

Administrator Polk reviewed the ESUCC coop purchasing report, titled ESU 07 2022-23 Sales Savings by School.

Director Ostmeyer provided the Professional Department and the Print Shop updates. The Print Shop purchased a new copier and the copier will be installed soon.

Director Clay provided the Board with information regarding the High Needs Autism program. The cost estimate of the program and school district approval is under discussion. Should the program become approved, there will be a soft start of the program in 2024-2025 which will include up to five students. There will be a need to remodel part of the South building to accommodate the program permanently. Schools who are interested will be asked to commit as early as December 2023.

Director Ellsworth provided an update on cyber security. Director Ellsworth discussed ransomware and the need for redundant internet for many school districts.

10.1. Goal Update

Goals - Attached for your Review

- Goal 1: 100% Complete
- Goal 2: Starting over for the 23-24 academic year.
- Goal 3:
 - School District Board Meetings Completed:
 - David City - 10/10/2022
 - Osceola - 10/10/2022
 - East Butler - 10/12/2022
 - Boone Central - 11/14/2022
 - High Plains - 1/9/2023
 - Fullerton - 2/13/2023
 - Clarkson - 3/15/2023
 - Central City - 3/15/2023
 - Cross County - 5/8/2023
 - Palmer - 9/11/2023
 - Howells-Dodge - 10/11/2023
 - Pending for November:
 - Columbus Public - 11/13/23 @ 5:30pm at the Kramer Education Center
 - Administrator Polk
 - Need one Board Member: Jennifer Miller, Richard Luebbe, Jack Young, Bob Arp, or Dan Hoesly
 - Waiting for a reply from Superintendent: Humphrey Public - 11/13 at 7:30pm
 - Director Tami Clay
 - Board Member: Richard Stephens, Gary Wieseler, or Jennifer Miller

- Goal 4: 100% Complete

Director Ellsworth and board member Gary Wieseler updated the Board regarding their visit to the Howells-Dodge Board Meeting.

Board Vice President Jack Youg and board members Bob Arp and possibly Richard Luebbe will join Administrator Polk at the Columbus Public Schools Board Meeting on November 13, 2023 at 5:30pm.

If we receive confirmation from the Humphrey Superintendent, Director Clay and Board Secretary Jennifer Miller will attend the Humphrey Board Meeting on November 13, 2023.

10.2. Services Update SIMPL Update - 2023-2024 Service Plan

Items inside this item include visit updates, quarterly report, director reports, etc. Administrator Polk reviewed the attached 2023-2024 Service Plan with the board.

10.3. Facilities Update HVAC Project:

- Received the fee proposal, which explains the cost of the bidding process and preliminary work from the original site investigation.
- Next steps:
 - Sign the fee proposal and conditions agreement
 - Look to see if we have any records regarding asbestos
 - As soon as the documents are received back, RVW can start posting the documents for the bid process

Per Article III, Section 5, D Construction Projects states: "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 \$109,000.00, or such sum as adjusted pursuant to §73-106."

Administrator Polk provided an update on the HVAC project including the timeline. Prior to the start of the project, it is required to find out if asbestos materials are present in the ESU 7 North Building. There will be a Buildings and Grounds Committee meeting scheduled in November to continue discussions on the upcoming projects.

11. **Committee Reports**

11.1. Buildings and Grounds Committee Report

Reports of Building and Grounds Committee activities and discussion will take place during this item.

The next Buildings and Grounds Committee meeting needs to be scheduled. The next Buildings and Grounds Committee Meeting is scheduled on November 9,

2023 at 3:30pm.

11.2. Negotiations Committee Report

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

The Negotiations Committee update was provided.

11.3. Administrator Evaluation Committee Report

A report of activities from the Administrator Evaluation Committee will be given during this item.

Evaluation Timeline:

- **August:** Evaluation Committee Chair and Administrator review Evaluation Tool and Evaluation Policy/Procedures.

- **September:** Full Board is provided a paper copy of the evaluation questions.

- **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. Board will send their completed evaluation tool to the Evaluation Committee prior to the October Board Meeting. Administrator completes Evaluation Tool as self-assessment and sends it to Evaluation Committee Chair on or before October 31.

- **November:** Committee Chair will send the completed Administrator self-assessment to the 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.

- **January:** Confirm Evaluation Committee members. Administrator provides Evaluation Committee with goals and shares with Board at January Board Meeting. The board was sent the evaluation survey by the Evaluation Committee Chair, Marni Danhauer. The deadline to complete the evaluation survey was prior to the October board meeting.

12. Conference Report

Conference Attendees will report on their learnings.

- September 20, 2023: NASB Area Membership Meeting in Fremont
- October 4-6, 2023: AESA Educators' Call to Action in Washington, DC
- October 11-13, 2023: AESA Central Region Symposium in Madison, WI

Board President Doug Pauley and board member Bob Arp provided an update for the NASB Area Membership Meeting.

Administrator Polk provided an update on the AESA Educators' Call to Action, including the visit with each United States Representative.

Administrator Polk provided an update on the AESA Central Region Symposium.

Board member Bob Arp attended a Non-Profit Association of the Midlands Board Masters and provided an update.

13. Adjournment

Meeting adjourned at 7:10pm.

Minutes respectfully submitted by Linda Shefcyk, Treasurer to the ESU 7 Board.

Article III, Section 3, F Audits

A complete and comprehensive audit shall be made of the books, accounts, records, and affairs of the ESU. The audits shall be conducted annually, unless the Auditor of Public Accounts determines an audit of less frequency to be appropriate.

The ESU Board may contract with the Auditor of Public Accounts or select a licensed public accountant or certified public accountant or firm of accountants to conduct the audit. The auditor shall meet the minimum competency standards established by the Auditor of Public Accounts. The audit shall be completed in accordance with law and the standards established by the Auditor of Public Accounts.

The original copy of the audit shall be filed in the office of the Auditor of Public Accounts.

Legal Reference:	§ 79-1229 NDE Rule 84, section 7 § 84-304.01 to .03
Date of Adoption:	August 20, 2018
Date(s) of Review:	November 21, 2022 November 20, 2023

Article III, Section 4, F Internal Controls

The ESU will develop and maintain internal control procedures as required by law and in accordance with sound fiscal monitoring practices that will ensure appropriate oversight of state and federal funds. The following internal control procedures will be utilized for all federal grants:

Generally: If the ESU receives federal awards, grants, or other funds, the ESU will:

- (a) Establish and maintain effective internal control over the federal award that provides reasonable assurance that the ESU manages the federal award in compliance with federal statutes, regulations, and the terms and conditions of the federal award. The ESU will endeavor to develop and maintain these internal controls consistent with the “Standards for Internal Control in the Federal Government” issued by the Comptroller General of the United States or the “Internal Control Integrated Framework” issued by the Committee of Sponsoring Organizations of the Treadway Commission (COSO);
- (b) Comply with the U.S. Constitution, federal statutes, regulations, and the terms and conditions of the federal award;
- (c) Evaluate and monitor the ESU 's compliance with statutes, regulations and the terms and conditions of federal award;
- (d) Take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; and
- (e) Take reasonable measures to safeguard protected personally identifiable information and other information the federal awarding agency, or pass-through entity, designates as “sensitive” or the ESU considers sensitive, consistent with applicable federal, state, and local laws regarding privacy and responsibility over confidentiality.

Legal Reference:	2 C.F.R. § 200.303.
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Management requirements: The ESU will manage equipment (including replacement equipment), whether acquired in whole or in part under a federal award, until the ESU disposes of such equipment. The ESU will, as a minimum, meet the following requirements:

1. Maintain property records of the equipment (including equipment description, serial number or other identification number, source of funding, acquisition date, and the like);
2. Maintain a physical inventory procedure, with an inventory occurring at a minimum of every two years;
3. Implement a control system procedure;

4. Continue to develop and implement adequate maintenance procedures for the equipment;
5. Continue to develop and implement sales procedures for the equipment; and
6. Continue to develop and implement disposition procedures for the equipment.

Legal Reference:	2 C.F.R. §§ 200.313 & 200.33
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Procurement: The ESU will use its own documented procurement procedures which reflect applicable State, local, and tribal laws and regulations, provided that the procurements conform to applicable Federal law and the requirement standards imposed by law, including:

1. A procedure for micro-purchases (Under \$10,000);
2. A procedure for small purchases (between \$10,000 to \$250,000);
3. A procedure for sealed bids;
4. A procedure for competitive proposals; and
5. A procedure for noncompetitive bids.

Legal Reference:	2 C.F.R. §§ 200.317 through 200.326
Cross-Reference:	Policies 3130 & 3131

Record Retention: Financial records, supporting documents, statistical records, and all other related records pertinent to a Federal award will be retained for a period of three years from the date of submission of the final expenditure report or, for Federal awards that are renewed quarterly or annually, from the date of the submission of the quarterly or annual financial report, respectively, as reported to the Federal awarding agency or pass-through entity in the case of a subrecipient.

For all other records, the ESU will retain such records for the length of time as required by law.

Legal Reference:	2 C.F.R. §§ 200.333
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Suspension and Debarment: The ESU will not contract with any entity or individual who has been debarred, suspended, or otherwise excluded from or ineligible for participation in Federal assistance programs or activities. Before entering into a contract regarding a Federal award, the ESU will verify that a vendor has not been debarred, suspended or otherwise excluded, and the ESU will maintain a copy of said verification.

Legal Reference:	2 C.F.R. §§ 200.213
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Financial Management: The ESU will maintain financial management systems to account for the Federal funds, including records documenting compliance with federal statutes, regulations, and the terms and conditions of the Federal award. These records will be sufficient to permit the ESU to prepare reports required by general and program-specific terms and conditions; and the tracing of funds to a level of expenditures adequate to establish that such funds have been used according to the Federal statutes, regulations, and the terms and conditions of the Federal award. The financial management system will provide for the following:

1. Identifying all of the Federal awards received and expended and the federal programs under which they were received;
2. Ensuring that accurate, current, and complete disclosure of the financial results of each Federal award or program are maintained in accordance with reporting requirements;
3. Identifying adequately the source and application of funds for federally-funded activities;
4. Ensuring effective controls over and accountability for all funds, property, and other assets;
5. Comparing actual expenditures with budget amounts for each Federal award'
6. Ensuring payments of Federal funds are made in accordance with applicable law, including 2 C.F.R. § 200.302; and
7. Determining the allowability of costs in accordance with applicable law and the conditions of the Federal award.

Legal Reference:	2 C.F.R. § 200.302
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Program Income: The ESU will consult with the Federal awarding agency and refer to the applicable law and Federal program terms and conditions to determine how to account for, deduct and otherwise handle income from Federal programs.

Legal Reference:	2 C.F.R. § 200.307
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Cost Sharing or Matching: For all Federal awards, any shared costs or matching funds and all contributions, including cash and third party in-kind contributions, must be accepted as part of the ESU's cost sharing or matching, when such contributions meet all of the following criteria:

1. Are verifiable from the ESU's records;
2. Are not included as contributions or any other Federal award;
3. Are necessary and reasonable for accomplishment of project or program objectives;
4. Are allowable under the applicable Cost Principles requirements;
5. Are not paid by the Federal Government under another Federal award, except where the Federal statute authorizing a program specifically provides that Federal funds made available for such program can be applied to matching or cost sharing requirements of other Federal programs;

6. Are provided for in the approved budget when required by the Federal awarding agency; and
7. Conform to other provisions of the law or terms and conditions of the Federal award, as applicable.

Legal Reference:	2 C.F.R. § 200.306
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Compensation: Compensation for personal services includes all remuneration for services of employees rendered during the period of performance under the Federal award, including, but not limited to wages, salaries, and fringe benefits. Costs of compensation may be allowable under Federal law and the Federal grant to the extent that they satisfy the following requirements:

1. Is reasonable for the services rendered; and
2. Conforms to the established written expectations of the ESU, as applied consistently to both Federal and non-Federal activities.

If the ESU intends to charge compensation to Federal awards, such charges will be based on records that accurately reflect the work performed, and will:

1. Be supported by a system of internal control which provides reasonable assurance that the charges are accurate, allowable, and properly allocated;
2. Be incorporated into the official records of the ESU;
3. Reasonably reflect the total activity for which the employee is compensated by the ESU, not exceeding 100% of compensated activities;
4. Encompass both federally-assisted and all other activities compensated by the ESU on an integrated basis, but may include the use of subsidiary records as defined in the ESU's written procedures;
5. Comply with the established accounting policies and practices of the ESU; and
6. Differentiate and account for the distribution of the employee's salary or wages among specific activities or cost objectives if the employee works on more than one Federal award; a Federal award and non-Federal award; an indirect cost activity and a direct cost activity; two or more indirect activities which are allocated using different allocation bases; or an unallowable activity and a direct or indirect cost activity.

Budget estimates will generally not be used to support for charges to Federal awards but may be used for interim accounting purposes.

Legal Reference:	2 C.F.R. §§ 200.430 & 200.431
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Federal Funds for Construction Projects: For all federal awards, the ESU will comply with all applicable legal requirements, including the Davis-Bacon Act.

Legal Reference:	34 C.F.R. § 75.600, et seq.
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Capitalization and Depreciation: The ESU will follow the rules for selected items of cost at 2 C.F.R. Part 200, Subpart E, when charging these specific expenditures to a federal grant. When applicable, ESU staff will check costs against the selected items of cost requirements to ensure the cost is allowable. In addition, federal, state, or program-specific rules, including the terms and conditions of the award, may deem a cost as unallowable and ESU personnel shall follow those requirements. The following rules of allowability apply to equipment and other capital expenditures:

- A. Capital expenditures for general purpose equipment, buildings, and land are unallowable as direct charges, except with the prior written approval of the federal awarding agency or pass-through entity.
- B. Capital expenditures for special purpose equipment are allowable as direct costs, provided that items with a unit cost of \$5,000 or more have the prior written approval of the federal awarding agency or pass-through entity.
- C. Capital expenditures for improvements to land, buildings, or equipment which materially increase their value or useful life are unallowable as a direct cost except with the prior written approval of the federal awarding agency or pass-through entity.
- D. Allowability of depreciation on buildings, capital improvements, and equipment shall be in accordance with 2 CFR § 200.436 and 2 CFR § 200.465.
- E. When approved as a direct cost by the federal awarding agency or pass-through entity under Sections A - C, capital expenditures will be charged in the period in which the expenditure is incurred, or as otherwise determined appropriate and negotiated with the Federal awarding agency.
- F. If the ESU is instructed by the federal awarding agency to otherwise dispose of or transfer the equipment, the costs of such disposal or transfer are allowable.
- G. Any depreciation will be computed, charged, and recorded in a manner consistent with federal regulations and any requirements of the federal awarding agency.

Legal Reference:	2 C.F.R. §§200.436 & 200.439.
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Maintaining Records: Financial records, supporting documents, statistical records, and all other ESU records pertinent to a federal award must be retained for the minimum period time as required by federal law or the terms of the federal awarding agency, whichever is longer in time.

Legal Reference:	2 C.F.R. § 200.334.
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Conflict of Interest: Notwithstanding any other Board Policies or Procedures, the ESU shall ensure that it avoids any conflicts of interest regarding any federal awards. The ESU will disclose in writing any potential conflict of interest to the federal awarding agency or pass-through entity in accordance with applicable federal awarding agency policy.

Legal Reference:	2 C.F.R. § 200.112.
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Unexpected or Extraordinary Circumstances: For all Federal awards, if the ESU does not currently have in place a sufficient policy that addresses extraordinary circumstances, such as those caused by COVID-19, the ESU may amend or create a policy at a later date in order to put emergency contingencies in place for Federal and non-Federal similarly situated employees. If the conditions exist for charges to be made to the Federal grant, then charges may also be made to any non-Federal sources that are used by the ESU in order to meet a matching requirement. The ESU will take other steps to comply with Federal award requirements in the event of unexpected or extraordinary circumstances.

Legal Reference:	2 C.F.R. §§ 200, et seq.
Date of Adoption:	August 16, 2021
Date(s) of Revision:	May 16, 2022
Date(s) of Review:	November 21, 2022 November 20, 2023

Article III, Section 7, D Trespassers

Restrictions on the use of ESU 7 buildings and property within the control of the ESU may be implemented by administrative action. The Board gives the Administrator and all administrative staff and their designees full power and authority to implement and enforce restrictions on access to such property and to issue no trespassing commands and stay away/no trespassing letters. Such action shall be taken consistent with constitutional and other legal rights.

The Administrator and all administrative staff and their designees shall have full power and authority to direct any individual or group to leave any ESU building and any property within the control of the ESU and to stay away where such individual or group:

1. has failed to comply with identification or check-in procedures,
2. is determined by such administrators or designees to not have a legitimate purpose to be on the property, or
3. is determined by such administrators or designees to present a risk to the safety of building users (for example, if the person is a registered sex offender) or a risk of disruption to the operations or programs of the ESU.

A refusal to leave or stay away as directed will be considered trespassing and shall be reported by the administrators or their designees to proper law enforcement authorities.

Legal Reference:	§§ 28-520 to 28-522
Date of Adoption:	November 19, 2018
Date(s) of Review:	November 20, 2023

Article III, Section 7, E Distribution of Materials

Distribution of printed or other material on ESU property is prohibited if such distribution:

1. Interferes or reasonably can be forecast to interfere with the ESU's operations;
2. Involves offensive material (obscene, profane, abusive, advocates or promotes violence or action contrary to the mission of the ESU); or
3. Is primarily commercial or business advertisement or solicits funds.
4. Distribution of materials inside ESU buildings must have prior authorization from the Administrator or designee.
5. Promotes religion or religious beliefs not consistent with advancement of educational knowledge or intent.

Legal Reference:	
Date of Adoption:	November 19, 2018
Date(s) of Review:	November 20, 2023

Article III, Section 7, F Bulletin Boards and Web Pages

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

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

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

Legal Reference:	
Date of Adoption:	November 19, 2018
Date(s) of Review:	November 20, 2023

Article III, Section 7, H Computer Acceptable Use Policy

This computer acceptable use policy is supplemental to the ESU's Internet Safety Policy.

1. Technology Subject to this Policy. This Computer Acceptable Use Policy applies to all technology resources of the ESU or made available by the ESU. Technology resources include, without limitation, computers and related technology equipment, all forms of email and electronic communications, and the internet.
2. Access and User Agreements. Use of the ESU technology resources is a privilege and not a right. The Administrator or designee shall develop appropriate user agreements and shall require employees, students (and their parents or guardians), and others to sign such user agreements as a condition of access to the technology resources, as the Administrator determines appropriate. Parents and guardians of students in programs operated by the ESU shall inform the Administrator or designee in writing if they do not want their child to have access.

The Administrator and designees are authorized and directed to establish and implement such other regulations, forms, procedures, guidelines, and standards to implement this Policy.

The technology resources are not a public forum. The ESU reserves the right to restrict any communications and to remove communications that have been posted.

1. Acceptable Uses. The technology resources are to be used for the limited purpose of advancing the ESU's mission. The technology resources are to be used, in general, for educational purposes, meaning activities that are integral, immediate, and proximate to the education of students as defined in the E-rate program regulations.
2. Unacceptable Uses.

The following are **unacceptable** uses of technology resources:

1. Personal Gain: Technology resources shall not be used, and no person shall authorize its use, for personal financial gain other than in accordance with prescribed constitutional, statutory, and regulatory procedures, other than compensation provided by law.
2. Personal Matters: Technology resources shall not be used, and no person shall authorize its use, for personal matters unless the User has entered into a lease agreement or other similar agreement with the ESU that makes such use permissible under law.

Occasional use that the Administrator or designee determines to ultimately facilitate the mission of the ESU is not prohibited by this provision. Examples of occasional use that may be

determined to ultimately facilitate the mission of the ESU: sending an email to a minor child or spouse; sending an email related to a community group in which an employee is a member where the membership in the community group facilitates the ESU's mission.

This occasional use exception does not permit use by employees contrary to the expectations of their position. For example, employees may not play games or surf the net for purposes not directly related to their job during duty time; nor may students do so during instructional time.

The occasional use exception also does not permit the use of the technology resources for private business, such as searching for or ordering items on the internet for personal use; or sending an e-mail related to one's own private consulting business.

1. Campaigning: Technology resources shall not be used, and no person shall authorize its use, for the purpose of campaigning for or against the nomination or election of a candidate or the qualification, passage, or defeat of a ballot question.
2. Technology-Related Limitations: Technology resources shall not be used in any manner which impairs its effective operations or the rights of other technology users. Without limitation,
3. Users shall not use another person's name, log-on, password, or files for any reason, or allow another to use their password (except for authorized staff members),
4. Users shall not erase, remake, or make unusable another person's computer, information, files, programs or disks.
5. Users shall not access resources not specifically granted to the user or engage in electronic trespassing.
6. Users shall not engage in "hacking" to gain unauthorized access to the operating system software or unauthorized access to the system of other users.
7. Users shall not copy, change, or transfer any software without permission from the network administrators.
8. Users shall not write, produce, generate, copy, propagate, or attempt to introduce any computer code designed to self-replicate, damage, or otherwise hinder the performance of any computer's memory, file system, or software. Such software is often called a bug, virus, worm, Trojan horse, or a similar name.
9. Users shall not engage in any form of vandalism of the technology resources.
10. Users shall follow the generally accepted rules of network etiquette. The Administrator or designees may further define such rules.

Other Policies and Laws: Technology resources shall not be used for any purpose contrary to any ESU policy, any school rules to which a student user is subject, or any applicable law. Without limitation, this means that technology resources may not be used:

1. to access any material contrary to the Internet Safety Policy; or to create or generate any such material.

2. to engage in unlawful harassment or discrimination, such as sending e-mails that contain sexual jokes or images.
 3. to engage in violations of employee ethical standards and employee standards of performance, such as sending emails that are threatening or offensive or which contain abusive language; use of end messages on emails that may imply that the ESU is supportive of a particular religion or religious belief system, a political candidate or issue, or a controversial issue; or sending emails that divulge protected confidential student information to unauthorized persons.
 4. to engage in or promote violations of student conduct rules.
 5. to engage in illegal activity, such as gambling.
 6. in a manner contrary to copyright laws.
 7. in a manner contrary to software licenses.
- Disclaimer. The technology resources are supplied on an “as is, as available” basis. The ESU does not imply or expressly warrant that any information accessed will be valuable or fit for a particular purpose or that the system will operate error free. The ESU is not responsible for the integrity of information accessed, or software downloaded from the Internet.
 - Filter. A technology protection measure is in place that blocks and/or filters access to prevent access to Internet sites that are not in accordance with policies and regulations. In addition to blocks and/or filters, the ESU may also use other technology protection measures or procedures as deemed appropriate.

Notwithstanding technology protection measures, some inappropriate material may be accessible by the Internet, including material that is illegal, defamatory, inaccurate, or potentially offensive to some people. Users accept the risk of access to such material and responsibility for promptly exiting any such material.

The technology protection measure that blocks and/or filters Internet access may be disabled only by an authorized staff member for bona fide research or educational purposes: (a) who has successfully completed ESU training on proper disabling circumstances and procedures, (b) with permission of the immediate supervisor of the staff member requesting said disabling, or (c) with the permission of the Administrator. An authorized staff member may override the technology protection measure that blocks and/or filters Internet access for a minor to access a site for bona fide research or other lawful purposes provided the minor is monitored directly by an authorized staff member.

1. Monitoring. Use of the technology resources, including but not limited to internet sites visited and e-mails transmitted or received, is subject to monitoring by the administration and network administrators at any time to maintain the system and insure that users are using the system responsibly, without notice to the users. Users have no privacy rights or expectations of privacy with regard to use of the ESU's computers or Internet system. All

technology equipment shall be used under the supervision of the Administrator and the Administrator's designees.

2. Sanctions. Violation of the policies and procedures concerning the use of the ESU technology resources may result in suspension or cancellation of the privilege to use the technology resources and disciplinary action, up to and including expulsion of students and termination of employees. Use that is unethical may be reported to the Commissioner of Education. Use that is unlawful may be reported to the law enforcement authorities. Users shall be responsible for damages caused and injuries sustained by improper or non-permitted use.

Legal Reference:	47 USC § 254(h)(1)(b); 47 CFR 54.500(b) and 68 FR 36932 (2003) (E-rate restrictions) § 49-14,101.01 (Political Accountability and Disclosure Act) Children's Online Privacy Protection Act, 15 U.S.C. § 6501
Date of Adoption:	November 19, 2018
Date(s) of Review:	November 20, 2023

Article III, Section 7, I Recording of Others

To ensure the privacy and confidentiality of student information, no person is authorized to record or transmit any sound or image of any person (including themselves) without prior consent or authorization of either (1) the person or persons being recorded or whose image or sound is being transmitted or (2) the Administrator or Administrator's designee. This prohibition applies to all persons, including staff, students and community members, regardless of the content or context of the image or sound; however, this provision shall not apply to ESU-sponsored events where the focus of the recording or transmission is on the student performances or activity. Nothing in this provision shall prohibit the recording of an Individualized Education Program meeting if the recording is necessary to ensure that the parent understands the IEP or the IEP process or to implement other parental rights guaranteed by the Individuals with Disabilities Education Act.

Legal Reference:	Neb. Rev. Stat. §§ 86-290, et seq.
Date of Adoption:	November 19, 2018
Date(s) of Review:	November 20, 2023

October 28, 2023

Dear Tami Clay,

Please accept this letter as formal notification that I am resigning from my position as the Northeast Regional Coordinator. My last day of employment will be Wednesday, November 22, 2023.

Thank you very much for the opportunity to work in this position for the past four and one half years. I have greatly enjoyed the staff at ESU 7 and appreciate the opportunities I've had as the regional coordinator. I have acquired many skills that I will take with me as I continue in my career in the field of education.

In my final weeks with ESU 7, I will do everything possible to wrap up my duties and train others. Please let me know if there is anything else I can do to help during the transition.

Sincerely,

A handwritten signature in black ink that reads "Abby C. Pfister". The signature is written in a cursive style with a large, stylized 'A' and 'P'.

Abby Pfister

Check Register Summary

ESU7

Batch Year: 24 Bank: 10 Date Range:

Bank	Check	Type	Date	Vendor	Vendor Name	Amount
10	00077026	C	11/01/2023	140625	NEBRASKA UC FUND	2,496.00
10	00077027	C	11/20/2023	10013	ACE HARDWARE	37.98
10	00077028	C	11/20/2023	10060	ADMINISTRATORS IN-SERVICE	104.00
10	00077029	C	11/20/2023	10080	AESA REGISTRATION	299.00
10	00077030	C	11/20/2023	190428	ALMQUIST, MALTZAHN, GALLOWAY & LUTH PC	143.00
10	00077031	C	11/20/2023	10391	AMAZON CAPITAL SERVICES *	12,532.98
10	00077032	C	11/20/2023	130180	AMY MAZANKOWSKI	670.39
10	00077033	C	11/20/2023	14419	ANGELICA TAPIA-ESTRADA	300.00
10	00077034	C	11/20/2023	10681	APPLE COMPUTER, INC.	2,418.00
10	00077035	C	11/20/2023	14974	Allo Communications	209.67
10	00077036	C	11/20/2023	14818	BRANDY PRICE	600.00
10	00077037	C	11/20/2023	8400	BRIAN EVANS	63.39
10	00077038	C	11/20/2023	6700	BROOKE KAVAN	128.97
10	00077039	C	11/20/2023	15083	CALVIN CREST CAMP CONF & RETREAT CENTER	150.00
10	00077040	C	11/20/2023	30039	CAPITAL ONE-POLK	17,030.55
10	00077041	C	11/20/2023	1996	CASEY'S MAIL SERVICE LLC	458.24
10	00077042	C	11/20/2023	30192	CDW-G	1,110.00
10	00077043	C	11/20/2023	30260	CENTRAL COMMUNITY COLLEGE	826.00
10	00077044	C	11/20/2023	8940	CENTRAL NE REHAB SERVICES	49,964.79
10	00077045	C	11/20/2023	892	CHARTWELLS DINING SERVICES	9,385.26
10	00077046	C	11/20/2023	30550	CITY OF COLUMBUS WATER & SANIT	486.02
10	00077047	C	11/20/2023	31029	COLUMBUS PUBLIC SCHOOLS LUNCH FUND	5,658.00
10	00077048	C	11/20/2023	3492	COMFORT SUITES	1,372.00
10	00077049	C	11/20/2023	5851	CONNIE A. CRONIN	121.88
10	00077050	C	11/20/2023	15032	CONTINUEED	178.00
10	00077051	C	11/20/2023	7242	COOPERATIVE EDUCATIONAL SERVICE AGENCY 5	145.00
10	00077052	C	11/20/2023	31425	COURTYARD BY MARRIOTT	271.70
10	00077053	C	11/20/2023	12769	CROWNE PLAZA (JM HOSPITALITY)	559.80
10	00077054	C	11/20/2023	4812	CUBBY'S, INC.	621.20
10	00077055	C	11/20/2023	31570	CULLIGAN OF COLUMBUS	1,307.46
10	00077056	C	11/20/2023	4766	DEANNE R MUELLER	150.00
10	00077057	C	11/20/2023	14770	DELL TECHNOLOGIES, INC.	34,052.52
10	00077058	C	11/20/2023	40725	EAKES OFFICE SOLUTIONS	25,797.98
10	00077059	C	11/20/2023	50825	ED SERVICE UNIT 7-PAYROLL	759,565.65
10	00077060	C	11/20/2023	14613	ELYSE BELINA	1,122.02
10	00077061	C	11/20/2023	50582	EMBASSY SUITES - LA VISTA	337.05
10	00077062	C	11/20/2023	50595	ENGINEERED CONTROLS	1,423.00
10	00077063	C	11/20/2023	50630	ERNST AUTO CENTER	562.59
10	00077064	C	11/20/2023	50640	ESU 1	1,171.73
10	00077065	C	11/20/2023	50849	ESU 16	3,499.00
10	00077066	C	11/20/2023	50645	ESU 2	9,578.02
10	00077067	C	11/20/2023	50650	ESU 3	100.00
10	00077068	C	11/20/2023	50735	ESU 9	50.00
10	00077069	C	11/20/2023	50652	ESUCC	18,100.00
10	00077070	C	11/20/2023	60017	FAIRFIELD INN & SUITES BY MARRIOTT	139.95
10	00077071	C	11/20/2023	7226	FIREGUARD	420.00
10	00077072	C	11/20/2023	60056	FIRST NATIONAL BANK COLUMBUS	110.69
10	00077073	C	11/20/2023	13684	FLEETCOR TECHNOLOGIES INC	323.48
10	00077074	C	11/20/2023	7013	GREAT PLAINS COMMUNICATIONS	318.90
10	00077075	C	11/20/2023	15024	GTSIMULATORS	2,261.90
10	00077076	C	11/20/2023	12440	HAMPTON INN BY HILTON COLUMBUS	214.00
10	00077077	C	11/20/2023	11460	HAYLEY MURPHY	1,147.56
10	00077078	C	11/20/2023	15091	HILTON GARDEN INN	1,600.00
10	00077079	C	11/20/2023	12645	HILTON OMAHA	2,251.00
10	00077080	C	11/20/2023	80511	HOLIDAY INN EXPRESS	107.00
10	00077081	C	11/20/2023	80543	HOMETOWN LEASING	499.04
10	00077082	C	11/20/2023	80880	HY-VEE	1,382.25
10	00077083	C	11/20/2023	80882	HYVEE-FREMONT	492.15
10	00077084	C	11/20/2023	14869	JESSICA BRUGMAN	383.96
10	00077085	C	11/20/2023	12092	JESSICA OLNES	539.85
10	00077086	C	11/20/2023	6319	JOURNEYED.COM, INC.	4,919.72
10	00077087	C	11/20/2023	260092	JUDY A ZADINA	560.68

Check Register Summary

ESU7

Batch Year: 24 Bank: 10 Date Range:

Bank	Check	Type	Date	Vendor	Vendor Name	Amount
10	00077088	C	11/20/2023	12424	KASEYA US, LLC	915.00
10	00077089	C	11/20/2023	12432	KATHERINE LOPEZ	3,500.00
10	00077090	C	11/20/2023	140045	LEARNING FORWARD	944.00
10	00077091	C	11/20/2023	120223	LEIGH COMMUNITY SCHOOLS	5,000.00
10	00077092	C	11/20/2023	120280	LIED LODGE & CONFERENCE CENTER	196.00
10	00077093	C	11/20/2023	120314	LINCOLN JOURNAL STAR	47.94
10	00077094	C	11/20/2023	40545	LISA DURANSKI	719.19
10	00077095	C	11/20/2023	120550	LOUP POWER DISTRICT	2,410.42
10	00077096	C	11/20/2023	13854	LUISA MARIA CABALLERO CORTES	103.13
10	00077097	C	11/20/2023	220090	LYNN VOLLBRACHT	400.00
10	00077098	C	11/20/2023	130060	MADISON HIGH SCHOOL	236.94
10	00077099	C	11/20/2023	5410	MARK BRADY	129.42
10	00077100	C	11/20/2023	120396	MATHESON-LINWELD	10,819.17
10	00077101	C	11/20/2023	15059	MELINDA YOUNG	816.15
10	00077102	C	11/20/2023	130378	MENARDS	86.33
10	00077103	C	11/20/2023	10499	MICHELLE RUIPER	600.00
10	00077104	C	11/20/2023	130547	MNJ TECHNOLOGIES	435.00
10	00077105	C	11/20/2023	140056	NCECBVI	50.00
10	00077106	C	11/20/2023	140351	NCSA	990.00
10	00077107	C	11/20/2023	140570	NEBRASKA TECHNOLOGY & TELECOM.	142.57
10	00077108	C	11/20/2023	14788	NIXEL ORTIZ	67.20
10	00077109	C	11/20/2023	11185	OBRIST	225.00
10	00077110	C	11/20/2023	9890	OMAHA'S HENRY DOORLY ZOO & AQUARIUM	2,259.00
10	00077111	C	11/20/2023	12122	One Source The Background Check Company	100.00
10	00077112	C	11/20/2023	150314	ORKIN EXTERMINATING CO INC	230.00
10	00077113	C	11/20/2023	418	OTIS PIERCE	1,442.08
10	00077114	C	11/20/2023	80130	PEARSON ASSESSMENT	1,948.59
10	00077115	C	11/20/2023	160095	PERRY,GUTHERY, HAASE& GESSFORD P.C.,L.L.	498.25
10	00077116	C	11/20/2023	160450	PIZZA RANCH	129.00
10	00077117	C	11/20/2023	4189	RAMADA COLUMBUS RIVER'S EDGE CONVENTION	1,884.07
10	00077118	C	11/20/2023	12084	RELIANT IT SOLUTIONS	2,640.00
10	00077119	C	11/20/2023	20250	RUTT'S HEATING & AIR	4,687.84
10	00077120	C	11/20/2023	981	SARAH WACHA	667.45
10	00077121	C	11/20/2023	8524	SHAYNA CEPEL	720.50
10	00077122	C	11/20/2023	15148	SHERI FILLIPI	415.84
10	00077123	C	11/20/2023	190396	SHERWIN WILLIAMS	38.87
10	00077124	C	11/20/2023	14907	SHI	220.00
10	00077125	C	11/20/2023	3379	SOLARWINDS	1,872.00
10	00077126	C	11/20/2023	190850	STATE OF NEBRASKA DAS STATE ACCTG.	5,352.60
10	00077127	C	11/20/2023	11533	SUMMERLAND PUBLIC SCHOOL	360.70
10	00077128	C	11/20/2023	191085	SUPER SAVER	824.14
10	00077129	C	11/20/2023	9130	THE SUPPORT GROUP	52.50
10	00077130	C	11/20/2023	2674	TIRE OUTLET INC	584.00
10	00077131	C	11/20/2023	200500	BALAJI, LLC	100.00
10	00077132	C	11/20/2023	200606	U & I SANITATION	112.25
10	00077133	C	11/20/2023	14389	UNANIMOUS	2,000.00
10	00077134	C	11/20/2023	6289	UNIV OF NEBR STATE MUSEUM	40.00
10	00077135	C	11/20/2023	210143	UNIVERSITY OF NEBRASKA - LINCOLN	600.00
10	00077136	C	11/20/2023	10320	VERIZON WIRELESS	1,138.43
10	00077137	C	11/20/2023	230049	CAPITAL ONE-WALMART (SPED)	62.73
10	00077138	C	11/20/2023	230051	WALMART CAPITAL ONE - MIG	1,995.76
10	00077139	C	11/20/2023	13420	WOODRIVER ENERGY LLC	147.19
10	00077140	A	11/20/2023	10510	ABBY PFISTER	591.03
10	00077141	A	11/20/2023	12629	ABIGAIL FOCHT	27.51
10	00077142	A	11/20/2023	13897	ADILENE PEREZ	733.60
10	00077143	A	11/20/2023	14494	ALEXUS HITZ	508.28
10	00077144	A	11/20/2023	190945	STUTHMAN ENTERPRISES LLC	5,621.47
10	00077145	A	11/20/2023	120155	AMY J SLAMA	903.49
10	00077146	A	11/20/2023	14710	AMY RICHARDS	442.78
10	00077147	A	11/20/2023	10030	ANA KAREN GARCIA MEDINA	624.87
10	00077148	A	11/20/2023	1082	ANGEL D MAYBERRY	419.20
10	00077149	A	11/20/2023	40709	ANN DUBAS	275.10

Check Register Summary

ESU7

Batch Year: 24 Bank: 10 Date Range:

Bank	Check	Type	Date	Vendor	Vendor Name	Amount
10	00077150	A	11/20/2023	990	BRANDY ROSE	360.91
10	00077151	A	11/20/2023	14621	CALVIN FREY	1,028.02
10	00077152	A	11/20/2023	13528	CARA NEESEN	45.23
10	00077153	A	11/20/2023	5967	CASSANDRA RUTH	998.22
10	00077154	A	11/20/2023	9512	CASSIE KRINGS	965.47
10	00077155	A	11/20/2023	13510	CHRISTINA HANCOCK	505.99
10	00077156	A	11/20/2023	14648	CRYSTAL VAN WINKLE	844.95
10	00077157	A	11/20/2023	180474	DARLENE RODRIGUEZ	1,098.22
10	00077158	A	11/20/2023	10529	DAVID VANDERHEIDEN	698.14
10	00077159	A	11/20/2023	14001	DEVON GRONENTHAL	289.51
10	00077160	A	11/20/2023	14060	DYLAN SOUTHARD	355.01
10	00077161	A	11/20/2023	60033	ELISSA HEIBEL	26.20
10	00077162	A	11/20/2023	14575	ERNIE VALENTINE	196.74
10	00077163	A	11/20/2023	7560	ESI HOSTED SERVICES	315.43
10	00077164	A	11/20/2023	7099	HALEY KUNZE	661.55
10	00077165	A	11/20/2023	20135	ISAURA BARRETO	1,498.06
10	00077166	A	11/20/2023	8559	JACLYN TERNUS	229.25
10	00077167	A	11/20/2023	14745	JAEDYN MORRIS	1,095.82
10	00077168	A	11/20/2023	9580	JASON TROTTER	99.56
10	00077169	A	11/20/2023	15040	JEFF UCHTMAN	63.54
10	00077170	A	11/20/2023	11223	JILL WIELGUS	505.00
10	00077171	A	11/20/2023	8540	JOLYNN KAHLANDT	762.42
10	00077172	A	11/20/2023	11932	JOSH ARIAS	537.76
10	00077173	A	11/20/2023	6459	KAISE RECEK	235.80
10	00077174	A	11/20/2023	14478	KASSANDRA CORNWELL	440.82
10	00077175	A	11/20/2023	14478	KASSANDRA CORNWELL	605.88
10	00077176	A	11/20/2023	11983	KENDRA GUSTAFSON	164.58
10	00077177	A	11/20/2023	100521	KRIS JOHNSON	100.00
10	00077178	A	11/20/2023	100521	KRIS JOHNSON	51.09
10	00077179	A	11/20/2023	160636	LARIANNE POLK	638.84
10	00077180	A	11/20/2023	13480	LETISHIA KLEINSCHMIT	1,169.93
10	00077181	A	11/20/2023	190434	LORI SIMANEK	603.75
10	00077182	A	11/20/2023	13986	LYNNE WEBSTER	696.92
10	00077183	A	11/20/2023	13986	LYNNE WEBSTER	701.51
10	00077184	A	11/20/2023	2267	MARCIA OSTMEYER	561.62
10	00077185	A	11/20/2023	11797	MARIA RODRIGUEZ	681.86
10	00077186	A	11/20/2023	14699	MARIAH HUNKE	1,276.60
10	00077187	A	11/20/2023	10081	MECA	1,646.79
10	00077188	A	11/20/2023	11479	MEGAN WELCH	844.96
10	00077189	A	11/20/2023	4650	MELINDA VELECELA	529.24
10	00077190	A	11/20/2023	14656	MERIDITH RIHA	35.37
10	00077191	A	11/20/2023	12246	MERRIDIE KAUP	745.06
10	00077192	A	11/20/2023	11304	MINDY REED	100.00
10	00077193	A	11/20/2023	12254	MOLLIE MORROW	32.75
10	00077194	A	11/20/2023	8788	NATHALIE VARGAS	525.97
10	00077195	A	11/20/2023	13498	RACHEL BECK	462.43
10	00077196	A	11/20/2023	10375	RONELLE JACKSON	130.13
10	00077197	A	11/20/2023	30268	SANDY CERNY	538.41
10	00077198	A	11/20/2023	130708	SHARON M BROWN	1,110.88
10	00077199	A	11/20/2023	10740	SHELLI EICKMEIER	756.53
10	00077200	A	11/20/2023	12165	STEPHANIE FOREMAN	770.27
10	00077201	A	11/20/2023	11436	TAMRA CLAY	137.55
10	00077202	A	11/20/2023	13536	TERI OPFER	951.06
10	00077203	A	11/20/2023	140691	THE HOME DEPOT PRO	1,297.21
10	00077204	A	11/20/2023	9709	TORSH INC	5,486.25
10	00077205	A	11/20/2023	70018	VANESSA GASCON-GUARCAS	144.11
10	00077206	A	11/20/2023	230361	WENDY WOLFE	785.35
10	00077207	A	11/20/2023	10545	YARIBEY RODRIGUEZ	875.74
Total Bank: 10						\$1,093,951.81

Check Register Summary

Batch Year: 24 Bank: 10 Date Range:

Bank	Check	Type	Date	Vendor	Vendor Name	Amount
Total Computer Checks:						\$1,044,788.22
Total Manual Checks:						\$0.00
Total ACH Checks:						\$49,163.59
Total Other Checks:						\$0.00
Total Electronic Checks:						\$0.00
Total Computer Voids:						\$0.00
Total Manual Voids:						\$0.00
Total ACH Voids:						\$0.00
Total Other Voids:						\$0.00
Total Electronic Voids:						\$0.00
Grand Total:						\$1,093,951.81
Number of Checks:						182

Batch Year	Batch	Amount
24	000078	137,945.55
24	000086	2,496.00
24	000090	90,966.86
24	000091	102,977.75
24	000097	759,565.65

Batch Year: 24 Bank: 10 Date Range:

FPREG01A (build 24.1.9.1)

Selection Criteria

Batch Year	24
Begin Date	
End Date	
Include Voids Voided After End Date	Yes
Bank	10
Begin Check	00077026
End Check	00077207
Begin Batch 1	All
End Batch 1	
Begin Batch 2	
End Batch 2	
Begin Batch 3	
End Batch 3	
Begin Batch 4	
End Batch 4	
Begin Batch 5	
End Batch 5	
Role ID	ALIO

	Transaction/Explanation	Receipt	Expenditures	Balance
8/18/23	Deposit - Memorial, VRLY, fee	\$140.00		\$7,672.58
9/20/23	Deposit - Memorial	\$75.00		\$7,747.58
10/20/23	Kris Johnson - Memorial		\$75.00	\$7,672.58
10/24/23	Plate Co. Treas. - Title and tire fee		\$29.00	\$7,643.58
		Expenditures	\$104.00	

Mental Health Department Spotlight

Ronelle Jackson, LIMHP



Megan



Merridie



Mollie

Meet
the
TEAM!



Crystal



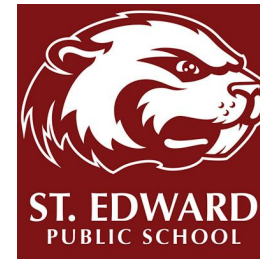
Lynne



Kassi



ESU7
learning academy



Core Responsibilities

- ❑ Individual therapy
- ❑ School Counselor / Admin. consultation
- ❑ Safety planning & Violence and Risk Assessments
- ❑ Group therapy
- ❑ Resource mapping
- ❑ Professional development
- ❑ Connect with outside medical and community providers

Customized Responsibilities

- ❑ Guidance in establishing a comprehensive school-based mental health system (work w/ MTSS coordinator in PD department)
- ❑ Psychoeducational lessons to students
- ❑ Wellness for All interactions

<u>8 Hour Day</u>	<u>4 Hour Day</u>	<u>2 hour Day</u>
6-8 Direct Student Sessions	3-4 Direct Student Sessions	2-3 Direct Student Sessions

District	LMHP	Active	Waitlist	Discontinue
Boone Central Community	Mollie Morrow	11	7	1
Central City Public	Crystal Van Winkle	8	0	0
Clarkson Public	Megan Welch	9	3	0
East Butler Public	Kassi Cornwell	2	0	0
Humphrey Public	Lynne Webster	4	1	0
Leigh Community	Kassi Cornwell	9	0	1
Howells-Dodge Consolidated	Kassi Cornwell	5	0	0
St. Edward Public	Merridie Kaup	6	1	0
Fullerton Public	Merridie Kaup	7	0	0
Palmer Public	Crystal Van Winkle	13	0	2
High Plains Community	Megan Welch	14	0	0
Shelby-Rising City Public	Lynne Webster	13	1	1
Lakeview Community	Lynne Webster	17	11	0
Cross County Community	Merridie Kaup	9	0	0
Osceola Public	Crystal Van Winkle	11	0	0
Learning Acadmey	Kassi Cornwell / Ronelle Jackson	20	0	0
St. Michaels	Lynne Webster	7	0	0
Twin River	Megan Welch	6	0	0
		171	24	5

Symptomatology

☐ Disorganized/Makes Careless Mistakes

☐ Elopement (running away)

☐ Uncooperative/Defiance

☐ Increased Anger

☐ Cursing/Yelling/Screaming

☐ Property Destruction

☐ Physical Aggression

☐ Verbal Threats

☐ Weapon/Arson Concerns

☐ Interrupting/Blurting Out

☐ Stealing

☐ Sexualized Play or Behaviors

☐ Sadness

☐ Low Self-Esteem & Self-Worth

☐ Difficulty Concentrating, Inattentive, Distractible

☐ Talking Excessively

☐ Nightmares/Intrusive Thoughts

☐ Specific Fears or Phobias

☐ Family Conflict

☐ Peer Relationship Conflict

☐ Bullying/Intimidates others

☐ Manipulative

☐ Excessive Lying



Symptomatology Count: 8/15/2023 to 11/14/2023

	Active		Inactive	
ADHD.....	34	(9.3%)	0	(0%)
Adjustment.....	68	(18.7%)	1	(100%)
Anger.....	39	(10.7%)	0	(0%)
Anxiety.....	69	(19%)	1	(100%)
Depression.....	52	(14.3%)	0	(0%)
Disordered Eating.....	16	(4.4%)	0	(0%)
Irritability.....	44	(12.1%)	0	(0%)
LGBTQIA+ Conflict.....	9	(2.4%)	0	(0%)
Mania.....	2	(.5%)	0	(0%)
Neuro Cognitive.....	9	(2.4%)	0	(0%)
Psychosis.....	1	(.2%)	0	(0%)
Repetitive Thoughts Behaviors.....	11	(3%)	0	(0%)
Sexualized Behaviors.....	5	(1.3%)	0	(0%)
Sleep Problems.....	22	(6%)	0	(0%)
Somatic Problems.....	11	(3%)	0	(0%)
Substance Use.....	10	(2.7%)	0	(0%)
Suicidal Ideation.....	29	(8%)	0	(0%)



Office Use Only:

Degree * MA

Hours Earned * 27

Experience 7

Index 1.68

FTE .73

Salary + Equity* \$ 46,806.78 + 8,335.14

*Anticipated for (2023-2024 school year)

CERTIFICATED SPECIAL EDUCATION CONTRACT

This contract is made by and entered into between Educational Service Unit 7, State of Nebraska, hereinafter referred to as “ESU7”, and Kaise Recek, hereinafter referred to as the “Party”.

WITNESSETH: That ESU7 hereby agrees to employ the above-named Party in the assignment of Orientation Mobility Teacher for school year 2023-2024, subject to the following terms and conditions:

- Term of Employment.** This agreement shall commence on the 10th day of August, 2023. This agreement shall terminate on the 17th day of May, 2024 or may be terminated pursuant to Section 7 of the attached contract, whichever comes first. This term shall consist of 135 days of service in any given fiscal year, which are exclusive of holidays.
- Compensation:** The Party shall be paid a yearly salary as determined by the applicable Negotiated Master Agreement, paid in 12 monthly payments. The first salary installment shall be payable on the 20th day of September and on the 20th day of each month thereafter.
- Fringe Benefits:** ESU7 agrees to pay such part of the health and dental insurance premium of the party as may be agreed upon in negotiations between ESU7 and bargaining organization or organizations of the party, providing said party opts to participate in such an insurance program.
- Professional Status.** The Party hereby affirms that he/she is not under contract with another school board or board of education covering any part of or all of the same terms provided in this contract. Said party affirms that he/she holds or will hold at the beginning of the term of this contract, a current and valid Nebraska License or Teaching Certificate, with State-approved endorsements in those services, teaching, or administrative areas mutually agreed upon by the party and the Board of ESU7. The party further agrees that the certificate is or will be properly registered with ESU7 prior to the beginning of the term of this contract. If the certificate is

not registered with ESU7, prior to the contract start date, this contract shall be declared invalid and the party shall not be further reimbursed for any services rendered under the assignment identified in "WITNESSETH" of this contract. This provision shall not apply to the party when the assigned duties of the party do not require certification.

5. **Policies, Rules and Regulations.** The Party agrees to be governed by the policies of the Board of ESU7, the rules and regulations of ESU7 and the directives of supervisors. The Party agrees that the policies of the Board of ESU7 and rules and regulations of the ESU7 may be changed at any time, with or without notice to the Party.
6. **Duties.** The duties of the Party shall be as prescribed for the position and assignment, which duties shall be performed in accordance with standards, goals, and policies established by the Board of ESU7 and the ESU7 Administrator. The Party agrees to devote full time, skill, labor and attention to these duties throughout the term of this contract.
7. **Termination of Employment.** Should the party violate any of the terms of this contract, or in the performance of his/her assigned duties fail satisfactorily to perform, the Board of ESU7 may upon a finding of just cause, all as set forth hereafter, terminate this contract. Prior to any final decision to terminate this contract prior to the completion of the contract period, the ESU Administrator shall notify the party in writing of any conditions of unsatisfactory performance which the ESU Administrator considers may be just cause to terminate this contract prior to the end of the contract period. If the party wishes a hearing, a written request shall be sent to the Secretary of the Board or the ESU Administrator within 7 calendar days after receipt of the written notice. Upon receipt of such notice the Board shall order the hearing to be held within thirty (30) days and shall give written notice of the time and place of the hearing to the party. At the hearing evidence shall be presented in support of the reasons given for considering termination of the contract and the party shall be permitted to produce evidence relating thereto.

The Board shall render a decision to terminate the contract based on the evidence produced at the hearing. As used herein the term "just cause" shall mean (a) incompetency, (b) neglect of duty, (c) unprofessional conduct, (d) insubordination, (e) immorality, (f) physical or mental incapacity, or (g) other conduct, which interferes substantially with the continued performance of his/her assigned duties. Nothing contained herein shall prevent the suspension of the party, with pay, from his/her duties during the pendency of such proceedings. If the party makes no request for a hearing within the seven days provided herein, the Board of ESU7 may proceed to take official action to terminate this contract.

8. **Disability.** Should the Party be unable to perform the essential functions

of the position by reason of illness, accident or other disability beyond his/her control, and such disability shall continue for more than two (2) months; or if such disability is permanent, irreparable, or of such a nature as to make performance of his/her duties impossible, the Board may, in its discretion, terminate this contract, whereupon the respective rights, duties and obligations of the parties hereunder shall terminate, with the exception of any benefits to be paid to the Party under any insurance coverage furnished by ESU7.

9. **Deductions.** This contract shall conform to the federal and state regulations governing deductions from the compensation stated herein with reference to withholding tax, social security, and teacher's retirement. Other deductions may be withheld as agreed to by the parties of this contract.
10. **Private Automobiles.** ESU7 will reimburse the Party for the use of private automobiles in the conducting of official business for ESU7 in accordance with such mileage reimbursement policies of the Board of ESU7 or as otherwise provided for in the Negotiated Master Agreement.
11. **Entirety of Agreement and Amendments.** The Party certifies that he or she has read the foregoing Certificated Special Education Contract, fully understands its terms and conditions and agrees that the foregoing Certificated Special Education Contract constitutes the entire agreement and that no representations, promises, agreements or undertakings, written or oral, not herein contained shall be of any force or effect. It is specifically agreed that this Certificated Special Education Contract shall be subject to modification only by a written instrument signed by the Party and the ESU7 Administrator.
12. **Amendments to be in Writing.** This contract may be modified or amended only by a written document duly authorized and executed by the ESU7 Administrator and the Board.
13. **Applicable Law.** This agreement shall be governed by and construed in accordance with the laws of the State of Nebraska.

IN WITNESS WHEREOF, the parties have executed this contract on the dates below:

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

Secretary, Board of ESU7

President, Board of ESU

Executed by the Party this 7 day of November, 2023.

Kaise Recek
Kaise Recek (Nov 7, 2023 14:55 CST)

Party

Sped Certified Notes/Comments

Do not print with contracts

FOR OFFICE USE ONLY

All certified special education staff.
Do not include extra duty / days here.

Recek OM '23-'24 REVISED

Final Audit Report

2023-11-07

Created:	2023-11-07
By:	Linda Shefcyk (lshefcy@esu7.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAABLouqmWRLQragT7Rr-1RWf4WPGfD3K2V

"Recek OM '23-'24 REVISED" History

-  Document created by Linda Shefcyk (lshefcy@esu7.org)
2023-11-07 - 8:50:58 PM GMT
-  Document emailed to Kaise Recek (krecek@esu7.org) for signature
2023-11-07 - 8:51:27 PM GMT
-  Email viewed by Kaise Recek (krecek@esu7.org)
2023-11-07 - 8:52:51 PM GMT
-  Document e-signed by Kaise Recek (krecek@esu7.org)
Signature Date: 2023-11-07 - 8:55:06 PM GMT - Time Source: server
-  Agreement completed.
2023-11-07 - 8:55:06 PM GMT

October '23 Treasurer Report

Beginning Balance OCTOBER 1, 2023				\$139,671.49		
RECEIPTS						
Property taxes			\$135,632.48			
SPED			\$467,856.26			
General/Flow Through			\$165,716.19			
Grants			\$5,625.00			
TOTAL RECEIPTS			\$774,829.93	\$774,829.93		
				\$914,501.42		
Transfer to Money Market				\$55,000.00	+	
Total Funds Available				\$969,501.42		
DISBURSEMENTS:						
General Fund			\$242,003.79			
SPED			\$439,545.08			
Grants			\$218,190.74			
Total DISBURSEMENTS Check #76865 thru #77025			\$899,739.61	\$899,739.61	-	
Ending balance, OCTOBER 31, 2023				\$69,761.81		
Checking balance						\$69,761.81
Money Market Deposit Account at First National Bank						\$3,870,000.00
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
Certificate of Deposit - First National Bank-Columbus						\$1,000,000.00
TOTAL CASH ON HAND (includes cash reserve)						\$5,539,761.81
CASH RESERVE	\$1,487,587.48					
Funds that are due to ESU 7						
Grants				(\$1,607,654.36)		
Production/Art Media Accounts Receivable			(\$15,500.25)			
Network Support Accounts Receivable			(\$2,439.75)			
Misc. Flow thru Accounts Receivable			(\$48,733.17)			
Outstanding Receivables				(\$66,673.17)		
Total due to ESU 7				(\$1,674,327.53)		
	2022-23	2023-24	2022-23	2023-24		
	Dollars Spent Per Month	Dollars Spent Per Month	Percentage spent each month	Percentage spent each month		
September	\$266,632.91	\$299,871.57	9.70%	10.90%	Total Budget	\$16,223,814.63
October	\$186,072.92	\$176,049.06	6.77%	6.40%	30% of budget	\$4,867,144.39
November	\$143,630.26		5.22%	0.00%	Earmarked set aside	\$6,241,201.00
December	\$192,654.08		7.01%	0.00%	Total budget spent to date	\$2,088,783.29
January	\$197,852.07		7.19%	0.00%		
February	\$221,903.94		8.07%	0.00%	NOTES	
March	\$187,887.87		6.83%	0.00%		
April	\$208,157.75		7.57%	0.00%		
May	\$199,048.99		7.24%	0.00%		
June	\$200,189.85		7.28%	0.00%		
July	\$158,470.03		5.76%	0.00%		
August	\$262,542.38		9.55%	0.00%		
Approved Total General Budget for Levy \$			\$2,750,201.46	\$2,750,201.46		
Total Spent to date			\$2,425,043.05	\$475,920.63		
Dollars approved from cash reserve				\$0.00		

From: Marci Ostmeyer mostmeyer@esu7.org 
Subject: Board Report- November 2023
Date: November 16, 2023 at 2:47 PM
To: Mindy Reed mreed@esu7.org, Larianne Polk lpolk@esu7.org

MO

****Production (Print Shop) - Online Ordering System:****

The new online ordering system, being developed by the ESU 7 Tech Department's Rich Stuart, is currently in its final stages of development. Our dedicated team in the Print Shop have spent countless hours testing the system and providing feedback to Rich. We are at the point where we are fine-tuning the back end of the system to ensure coordination with our billing system. The main reason for developing this new system was to have an ordering system that would automatically import tickets into our billing system. Currently all of the tickets for orders are hand-entered which ties up staff for hours each week. The plan is to officially launch this system shortly after the first of the year. Ultimately, this new system will **Maximize Efficiencies**.

****Professional Development - National Conference ****

Later this month, I will be traveling to Anaheim, CA for AESA, accompanied by Dr. Polk and several board members. Dr. Polk and I are presenting a session titled, ESA Service Dashboard: SIMPL! on November 30th at 8:30 am, which highlights our **Intentional Data-Driven Service Planning**. It is always a privilege to represent ESU 7 at the National Level and this conference presents an opportunity to network, learn from our peers, and stay informed of trends in ESA's nationwide



Marci Ostmeyer

Professional Development Director

Achiever · Learner · Responsibility · Relator · Analytical

Educational Service Unit 7

Address: 2657 44th Ave., Columbus, NE 68601

Phone: (402) 564-5753 Ext.1032

Website: www.esu7.org

Lead • Support • Customize • Innovate



AESA ANNUAL CONFERENCE 2023

AGENDA/EVENT SCHEDULE

OVERVIEW

Tuesday, November 28, 2023

- 8:00 AM - 4:00 PM Executive Council Meeting
- 1:00 PM - 4:00 PM Executives in Residence Meeting

Wednesday, November 29, 2023

- 8:00 AM - 6:00 PM Attendee Registration Open
- 8:00 AM - 3:00 PM Exhibitor Registration Open
- 1:00 PM - 1:50 PM Breakout Sessions (13)
- 2:00 PM - 2:50 PM Breakout Sessions (13)
- 3:00 PM - 4:20 PM Opening General Session
- 4:00 PM - 6:00 PM AESA Foundation Silent Auction Opens
- 4:30 PM - 6:30 PM Exhibit Hall Open
- 4:30 PM - 6:30 PM Welcome Reception

Thursday, November 30, 2023

- 7:00 AM - 4:00 PM AESA Registration Open
- 7:30 AM - 8:20 AM Exhibit Hall Open
- 7:30 AM - 8:20 AM Continental Breakfast & Networking in the Exhibit Hall
Sponsored by Good-Lite
- 8:30 AM - 9:20 AM Breakout Sessions (11)
- 9:30 AM - 10:20 AM Breakout Sessions (12)
- 10:30 AM - 11:50 AM General Session
- 11:50 AM - 1:10 PM Exhibit Hall Open
- 11:50 AM - 1:10 PM Networking Lunch sponsored by Tallo
- 1:15 PM Silent Auction Closes
- 1:20 PM - 2:10 PM Breakout Sessions (11)
- 2:20 PM - 3:10 PM Breakout Sessions (10)
- 3:20 PM - 4:10 PM 5 Innovations in 50 Minutes
- 3:20 PM - 4:10 PM Breakout Sessions (11)
- 4:00 PM - 5:30 PM AESA Member's Reception
- 6:00 PM - 8:00 PM Foundation Board Meeting & Dinner

Friday, December 1, 2023

- 7:00 AM - 12:00 PM Registration Open
- 7:00 AM - 8:00 AM Perspectives Editorial Board Meeting
- 7:30 AM - 8:30 AM Regional Breakfast sponsored by PlanMember
- 8:45 AM - 9:35 AM ESA Talks
- 8:45 AM - 9:35 AM Breakout Sessions (13)
- 9:45 AM - 11:30 AM Closing Session

★ = Session Dr. Polk is likely to attend

AESA ANNUAL CONFERENCE 2023

AGENDA/EVENT SCHEDULE

Tuesday, November 28, 2023

- 8:00 AM **Executive Council Meeting**
Associated Meeting 📍 Orange County Ballroom 3
8:00 AM - 4:00 PM
- 1:00 PM **Executives in Residence Meeting**
Associated Meeting 📍 La Jolla
1:00 PM - 4:00 PM

Wednesday, November 29, 2023

- 8:00 AM **Attendee Registration Open**
📍 Platinum Ballroom Lobby
8:00 AM - 6:00 PM
- 8:00 AM **Exhibitor Registration Open**
📍 Marquis Ballroom Lobby
8:00 AM - 3:00 PM
- 1:00 PM - 1:50 PM **Breakout Sessions**
 - Our ESA Went Global and This is What Happend!** 
21st Century Learning 📍 Grand Ballroom A
Speakers: Jason Hiruo and Kate Ericson
ACES International Education Director Jason Hiruo and LEARN Executive Director Kate Ericson join forces to share the characteristics of an effective global program. Their session will highlight the depth of impact and breadth of services that can be achieved by bringing an international initiative to schools.
 - First Timer? No Problem! Be a Conference Pro in No Time!**
Resilience 📍 Grand Ballroom C
Speaker: Joan Wade
At AESA, we truly want all attendees to get the most out of the Annual Conference. In this informal session, meet Joan Wade, AESA Executive Director. She will provide an overview of the experiences you'll find at the conference, demystify conference lingo, and provide first-hand information about the exciting networking and social opportunities that await you. Don't be shy . . . everyone is a first-timer sometime! Let us guide you on your way to a great conference experience!
 - It's More Than Mental Health: How Two Business Partners Work with ESAs to Reduce Suicide, Bullying, and Loneliness** 
Resilience 📍 Grand Ballroom C
Speakers: Kristi Krings, Kerrie Ackerson, Kelly Romanovicz
In this session, explore how STOPit Solutions and Rachel's Challenge are teaming up to address the root causes of the youth mental health crisis.
Learning objectives for this session include:

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- Prevention through storytelling and addressing the root causes of suicide, violence, bullying behaviors
- Empowerment through engagement of student and family voice and choice
- Proactive intervention by teaching life skills such as asking for help, having hope, and fostering connectedness and belonging

Learning for a Hire Purpose

21st Century Learning 📍 Grand Ballroom D

Speakers: Carol Tsushima, Ed.D, Shehzad Bhojani, Terri Giamarino

As a department within San Bernardino County Superintendent of Schools, Workforce SBCSS connects to and educates for the world of work. Serving the largest county in the country, Workforce SBCSS has developed free, accessible, and student-centered resources that have been shared across its 33 school districts, as well as across the state and nation.

Join us as we share industry-based mobile games, online STEM conferences, elementary through high school work-based learning content, and the Inland Empire Career Education Map. Hear about the partnerships that made these all possible and the reach each of these has had across our region. Take away resources that can be adopted/adapted immediately.

LLMs Have Entered the Chat



21st Century Learning 📍 Grand Ballroom E

Speaker: Alex Kotran

In this presentation, which we've honed over dozens of iterations this year, we help the audience begin the generative AI learning journey. We focus on showing—rather than telling—what AI is capable of, with a series of short vignettes and demos that demonstrate how profound the advent of large language models (LLMs) is for society at large—and especially for education. The format is purposely informal, because I'm often showcasing recent teaser videos on Twitter or YouTube, or snippets of a recent keynote from Nvidia, OpenAI, Microsoft, etc. The goal is to get everyone on the same page about what AI is, and how it's going to radically change our workforce and our education system. The good news: language models are lowering the barrier to entry for people to harness technology, and educators can easily learn the basics of how to use AI tools to professionalize their profession.

Democratizing Information & Proximity to Power

21st Century Learning 📍 Grand Ballroom F

Speakers: Jonah Schenker, Amanda Stokes

Participants will work with a district superintendent and business official to find the entry points in their system to ensure that regardless of their role in the agency they can feel the impact of their work as it relates to students and student success. Begin to dismantle the archaic barriers in business and schools that push against equity and access for all!

Positive Psychology: A Model You Can Implement



Resilience 📍 Grand Ballroom G

Speaker: John Searies

The PERMAH Model is a widely recognized framework in the field of Positive Psychology for achieving happiness and well-being. It emphasizes six key elements that promote

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flourishing and positive emotions: Positive Emotions, Engagement, Relationships, Meaning, Accomplishment, and Health. By focusing on each of these elements, individuals can develop the skills and habits necessary to lead a fulfilling life. This presentation will explore the PERMAH Model in detail, providing practical examples and strategies for applying it in everyday life. Attendees will learn how to cultivate positive emotions, find engagement in their work and hobbies, build strong relationships, find meaning and purpose, accomplish their goals, and prioritize their physical and mental health. By incorporating the PERMAH Model into their lives, individuals can experience a greater sense of well-being, happiness, and overall satisfaction.

Embedding Core Values in School District Governance



Governance/ESA Boards 📍 Grand Ballroom H

Speakers: Marci Levy-Maguire, Michael Favor, Cindy Nordstrom
School district governance should model and reflect the culture they wish to see throughout the district. Join ISD 917 leaders in conversation to learn how they are working with their school board, leadership team, and staff to embed their district core values throughout their system.



Stepping Back & Diving Deep: A Continuous Improvement Model for ESAs



Building Capacity 📍 Grand Ballroom J

Speakers: Travis Longanecker, Dr. Staci Barker
We are 100% certain you are supporting your member LEAs with their own continuous improvement efforts. But what about your own? In this 50-minute session, attendees will learn from two ESA veterans who have worked together for the past three years to build strong systems for improving program outcomes. Come hear how their shared passion for improving LEA services actually led them to improving their own service area and organizational systems for continuous improvement and change management.

Using an Advisory Board to Create the Magic of Entrepreneurship

Building Capacity 📍 Grand Ballroom K

Speakers: Kierston McKinley, Judi Hendrix, Melissa Gill, Jennifer Fry
Join this session to learn how to promote entrepreneurship by creating an advisory board from members of your service center. Use your advisory board's voice to develop professional development as well as meaningful services and support systems that meet districts' needs. Allowing your districts to have a unique voice in the planning and delivery of professional development promotes more participation and more ownership in your service center. This symbiotic relationship creates a partnership that benefits all.

Building Resiliency through Crisis Prevention, Intervention, and Mitigation

Resilience 📍 Orange County Ballroom 1

Speakers: Angie Kautz, Dawnnasha Lasuncet
School districts find themselves in the position of dealing with crisis and trauma more frequently and on a larger scale than in the past. In response to that, we have started offering capacity building and support around prevention, intervention, and mitigation related to mental and behavioral health crises. These supports include hosting a community of practice for school counselors where ongoing professional learning is offered, providing suicide prevention and intervention trainings, organizing an annual mental health summit, and coordinating a regional flight team that provides post-crisis

AESA ANNUAL CONFERENCE 2023

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mental health care and support for students and staff. During this session, we will provide an overview of this suite of supports and share how they have been designed and implemented.

Strengthening University Partnerships as a Recruitment Tool for Related Services Professionals

Building Capacity 📍 Orange County Ballroom 2

Speaker: Gina Meissler

The need for related service providers such as speech-language pathologists, occupational therapists, and physical therapists continues to grow at a faster rate than newly trained professionals entering the field. Bucks County IU has worked to significantly increase partnerships with university pre-professional programs in these disciplines to attract graduates to our job postings, to ensure that these candidates are well prepared to serve the needs of our students and to improve understanding at the university level of what their students need in order to be prepared for a practicum experience in an IU setting. This presentation will outline the correlation between the increase in university partnerships and the increase in qualified job applicants over a three-year period, the advantages of partnering with universities, and lessons learned to improve these partnerships over time.

ESA Budgeting and Pricing Best Practices

Building Capacity 📍 Orange County Ballroom 3

Speakers: Mike Koltes, Erikke Nystrom-Grothaus

If you are interested in how ESAs' business offices budget and create accurate pricing for services, this session is for you. In this session, we will show you how CESA 5 in Portage, Wisconsin has developed software to streamline budgeting, billing, contracting, and communication between departments and districts. We will walk you through how we budget, monitor revenues and expenditures, and use data from local and state levels to make costing decisions in an efficient way.

● 2:00 PM - 2:50 PM **Breakout Sessions**

How to Drive Benefits Engagement and Improve Employee Retention



Resilience 📍 Grand Ballroom A

Speakers: Mark Hornug, Zach Payer

Collaboration, innovative technology, and a cadence of behavior change communication improved outcomes for ESCs and municipal entities nationwide. Learn about their challenges with rising healthcare costs and employee retention and how the same solutions could work for you.

Supporting a District's Journey with New Technology Solutions

21st Century Learning 📍 Grand Ballroom B

Speakers: Peter Snell, Dave Noles

As new educational trends and initiatives emerge, K12 school districts seek new technologies to support these new efforts. In this panelist discussion led by Infinite Campus, learn from your ESA peers from across the country as they describe how they assist their member districts in identifying new technology priorities, implementing the appropriate solutions, and providing the necessary ongoing services to ensure success.

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Stop Guns from Entering Our School Buildings

Resilience 📍 Grand Ballroom C

Speakers: Brian Talbott, Glenn Morris, Jason Borglum, Scott Hogan

The SAS Halo-Guardian advanced Early Threat Detection service has been successfully installed on school grounds. These deployments have proven that Guardian's patented technology detects, identifies, and tracks concealed weapons. This one-of-a-kind technology for identifying guns before they enter the school is a game changer to avert danger and protect our students, teachers, and staff while at school.

You will learn about how this technology will also detect other threats including knives, explosives, drugs, and vaping devices as they are carried onto school campuses.

A panel of ESA, school, and business experts will share the success and promise of this breakthrough technology. They will answer questions based on their experiences with implementing the system in their schools.

Changemakers Hub-Building the Classroom of the Future

21st Century Learning 📍 Grand Ballroom D

Speakers: Staci Allmaras, Josh Nelson, Ann Sotot, KK Neimann, Jane Eastes

In partnership with national education nonprofit, World Savvy, Lakes Country Service Cooperative kicked off the first-ever Minnesota Changemakers Hub with sixty students and their teachers from multiple schools across the community. As an ESA, we've made a commitment to listen and learn from both students and teachers. We desire to incorporate student voices to create classrooms with active and relevant opportunities for learning. World Savvy's innovative Changemaker Hub approach, designed for students and teachers, focuses on learning skills needed to prepare for a world we can't predict. Come learn about how this partnership fuels our goal of supporting thriving schools and successful students, and how this might apply to your organization's mission.

Amplifying your Impact: Mastering Effective State Advocacy

Governance/ESA Boards 📍 Grand Ballroom E



Speakers: Craig Burford

In this 50-minute presentation, we will delve into the art of effective state advocacy, emphasizing the pivotal role of state-level engagement with legislatures, state agencies, and rulemaking authorities. Advocacy at the state level can yield substantial policy and funding changes and is often a catalyst for broader national shifts. This session will equip you and your team with essential strategies and insights to navigate the complexities of state-level advocacy, helping ESAs make a meaningful impact on the issues that impact your organization and client districts. Whether you're an educator, ESA leader, board member, lobbyist, or concerned citizen, you'll leave with the tools to drive change at the state level and beyond.

AI-Powered Project Based Learning: Preparing Students for the Future of Work

21st Century Learning 📍 Grand Ballroom F

Speakers: Matt Mervis, Elizabeth Radday

In this session, participants will learn how to combine Project Based Learning (PBL) with AI to prepare students for the future of work. Learners will discover the benefits of integrating AI into PBL, including developing critical thinking, problem-solving, and collaboration skills. Participants will also explore how to create an AI-powered PBL

AESA ANNUAL CONFERENCE 2023

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curriculum, evaluate project success, and assess learning outcomes. Additionally, we'll discuss managing downside risks associated with AI integration including tools like ChatGPT. Walk away with practical strategies for using AI and PBL to provide students with practical experience in using AI to solve real-world problems, and prepare them for college and careers in the AI-driven world.

A New Approach to Building Teacher Morale

Resilience 📍 Grand Ballroom G

Speakers: Lisa Arneson, Ellen Olson, Ben Court

Teachers create magic every day in their classrooms. They are magicians for our children, using their knowledge and tricks to provide amazing learning experiences every day. But what happens when low morale puts a spell on teachers? Join leaders from CESA 3 in southwest Wisconsin, as they share their experiences using new approaches to improve teacher morale. Through a partnership with national research firm EAB, CESA 3 hosted a Teacher Morale Collaborative for their districts to engage district leadership teams in the work of measuring teacher morale and collaborating with teachers to improve it. Hear from multiple perspectives, as staff from EAB, CESA 3, and local school districts recount their experiences and share how they are instrumental in bringing the magic back to classrooms in southwest Wisconsin.

Creating Capacity to Support Small School Districts

Building Capacity 📍 Grand Ballroom H

Speakers: Serena Straka, Ed.D.

Learn about the structure and support provided by a large county office of education to the small rural districts in the largest geographic county in the nation.



The Magic Behind the Numbers: The Power of Data Visualization



Building Capacity 📍 Grand Ballroom J

Speakers: Nancy Hutchinson, Trish Carroll, Dr. Rachel Holbrook

Magic is sometimes defined as the art of producing illusions by sleight of hand. At KEDC we, however, have discovered that there is magic behind numbers as we have begun producing visualizations (not illusions) of the data we collect to improve our capacity building as an organization and thrive in a data-driven environment. Join us in gaining a better understanding of the power data visualization can have for your organization as we share our journey. We will showcase how our vision has evolved from simply designing data dashboards for internal use into a more systematic process used to strengthen our organizational decision-making which, ultimately, has led to the expansion of opportunities and services we provide for our districts.

AESA Executives in Residence Program

21st Century Learning 📍 Grand Ballroom K

Speakers: Joan Wade, John Bass, Sheila King

Interested in preparing for the CEO role in an ESA? The AESA Executives in Residence Program provides aspiring administrators an opportunity to learn about the chief executive position through an exciting hands-on internship. This session will provide information about this worthwhile program by providing an overview of the residency process: how it works, how participants are selected, and other important aspects of this training program.

AESA ANNUAL CONFERENCE 2023

AGENDA/EVENT SCHEDULE

Leveraging Educational Service Units to Support and Sustain Comprehensive School Mental Health Systems



Building Capacity 📍 Orange County Ballroom 1

Speakers: McKayla Laborde, Jennifer Pollock

This session focuses on the importance of leveraging ESUs to support and sustain comprehensive school mental health systems. The presentation will cover the role of ESUs in promoting a comprehensive school mental health system, the benefits of leveraging partnerships between ESUs and school districts, the implementation of comprehensive school mental health systems and navigating substantially through insurance billing, and the intersection of Medicaid in public schools.

Rethinking Marketing, Alignment, and Communication of Our Education Services

Building Capacity 📍 Orange County Ballroom 2

Speakers: Morris Lyon, Missy Klimitchek, Laura Sprinkle

Join this session to learn the story of how an ESC in Texas began to rethink its organization and use existing meetings to transform its conversations to impact campus and district work. Through their journey, the MAC team has become a seamless group that helps align and design program offerings for the region's schools. The intentionality of content in district and campus meetings creates vertical alignment allowing staff to engage in conversations from each level of perspective. The planning and performance management framework is a vital component of this transformation. Learn how the MAC team facilitates and streamlines work that we have dubbed "a collision of initiatives," allowing for extreme, transparent, and transformational collaboration.

Building Team Cohesion in the Workplace

Building Capacity 📍 Orange County Ballroom 3

Speakers: Rae Ann Crispell, Alan Hack

Assessing team dynamics has the power to help teams understand their leadership styles and improve synergy, communication, and productivity in the workplace. Through the use on the DiSC Assessment, find out how one ESA is using the tool to reshape the conversation around developing new and existing teams. In this session, participants will engage in an interactive conversation focused on self-reflection, building and developing leaders throughout an entire service agency, identify workplace challenges (and opportunities), better understand their own team dynamics, and learn strategies to capitalize on the strengths of a cohesive team.

- 3:00 PM - 4:20 PM **Opening General Session**

📍 Platinum Ballroom

Speakers: Thomas Danehy, Gayle Garbolino-Mojica

Subsessions

- 3:00 PM - 3:30 PM Student Performance by Ike Singers from Eisenhower High School, Rialto, CA
📍 Platinum Ballroom
Speaker: Stephanie Chamberlain
- 3:30 PM - 3:40 PM Excellence in Executive Leadership Award Presentation

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• Platinum Ballroom

Speaker: Joan Wade

- 3:40 PM - 4:20 PM Keynote Speaker: The Power of Pasta

• Platinum Ballroom

Speaker: Chef Bruno Serato

Chef Bruno will talk about the beginning of Caterina's Club, the birth of the Feeding the Kids program, and what inspired him to develop the Welcome Home and Chef Bruno's Hospitality Academy programs. Additionally, Chef Bruno will dive into his background, including his family, origins, upbringing, and what led him to become the owner of the Anaheim White House restaurant as an immigrant who barely spoke English with no money in his pockets.

- 4:00 PM - 6:00 PM **AESA Foundation Silent Auction Opens**

• Marquis Ballroom

- 4:30 PM - 6:30 PM **Exhibit Hall Open**

• Marquis Ballroom

- 4:30 PM - 6:30 PM **Welcome Reception**

• Marquis Ballroom

Thursday, November 30, 2023

- 7:00 AM **AESA Registration Open**

• Platinum Ballroom Lobby

7:00 AM - 4:00 PM

- 7:30 AM **Exhibit Hall Open**

• Marquis Ballroom

7:30 AM - 8:20 AM

- 7:30 AM **Continental Breakfast & Networking in the Exhibit Hall sponsored by Good-Lite**

• Marquis Ballroom

7:30 AM - 8:30 AM

- 8:30 AM - 9:20 AM **Breakout Sessions**

New Mexico's Innovative Approach to Revolutionize Education

21st Century Learning • Grand Ballroom B

Speakers: Joseph Goins, Steve Aguirre

Join us for a presentation on New Mexico's Innovative Approach to Revolutionize Education, which is the direct result of a strong, collaborative partnership between NS4ed and High Plains REC #3. During the presentation, we will walk you through the key drivers behind this successful partnership and demonstrate how our unique approach to

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career-connected learning is positively impacting the education landscape in New Mexico. Dr. Joseph Goins (NS4ed) and Steve Aguirre (High Plains REC #3) will delve into survey findings, showcase best practices, and share insights on how other states and regions can replicate the approach to see similar, positive outcomes. The presentation is ideal for education leaders, policymakers, and anyone interested in improving education outcomes. Don't miss this opportunity to learn from experts and gain valuable insights into how working collaboratively can drive success!

Want to Improve Your Employees' Retirement? Add a 457 Plan

Resilience 📍 Grand Ballroom C

Speaker: Steve Bresler

You likely have a 403b plan in place with multiple approved vendors. This arrangement often inhibits enrollment and employee engagement as they resist meeting with vendors because they don't want to be 'sold.' It's a sales-oriented platform with higher fee proprietary products that can lead to lower overall retirement outcomes.

But what if you had an additional plan in place that changed all that? Which offered reduced fees, and facilitated 1:1 personalized conversations with your employees, allowing them to get the help they need to plan effectively for their retirement? Well, it's easy to do. Join this session to learn more about implementing a 457 plan, along with your 403b plan, to offer your employees another alternative to comprehensive retirement planning.

Belly Flops, Romeo, and CatFish Dancing?! A GooseChase Story



21st Century Learning 📍 Grand Ballroom B

Speaker: Brian Buffington

How many points would you give a school superintendent for doing a belly flop in a pool? Or how about middle school principals re-enacting the well-known Romeo and Juliet balcony scene or bustin' some moves doing Brian's famous CatFish Dance? Obviously, a whole lot of points! Like, an Oprah-sized portion of points. You get a point, you get a point, YOU get a point! Learn how a small ESA in Georgia cranked up the magic and team building at their annual leadership conference with the interactive game, GooseChase. This amazing app allows teams to work together on content-specific "missions," uploading their submissions directly to the gamemaster. Your favorite Georgia goofball Brian Buffington, shares all the details on the massive 3-day experience. You'll learn how to use the app, how to craft engaging "missions," and how to keep things organized and simple.

The Unique Role of an ESA Board Member: A Panel Discussion



Governance/ESA Boards 📍 Grand Ballroom E

Speakers: Jeff Goldhorn, Mike Petter, Linda Brown, Gina Wilson, Jim Green

Join us for a panel discussion that focuses on the unique role of serving as an education service agency (ESA) board member. We will have board members from four different and diverse types of ESAs. Panel members will represent the following parts of the country: Clackamas ESD, OR (West Region), Midland County RESA, MI (Central Region), Grant Wood AEA, IA (Central Region, and Region 20 ESC, TX (South Region). During the panel, we will explore the unique characteristics of different ESAs and ESA governance models, including geographic location, financial model, and ESA model and type. Panelists will share best practices in governance, to include a discussion on the superintendent/CEO role and responsibilities vs ESA board roles and responsibilities.

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Higher Performance Leadership: Become. Build. Lead

Resilience 📍 Grand Ballroom F

Speakers: Colleen Timm, Aaron Malczewski

Everyone speaks. Not everyone is heard. Everyone has a leadership voice and the ability to lead others. The problem is, most people don't know their leadership voice or how to use it. Welcome to the 5 voices. Are you a Pioneer, a Connector, a Guardian, a Creative, or a Nurturer? The 5 Voices is designed to help every individual lead teams with resilience by discovering their leadership voice and empowering them to use it effectively. Join us to learn how your team and your organization can be transformed when everyone operates securely in their own voice and learns to value the voices of others.

Children's Mental Health Crisis Efficacy of Partial Hospitalization Programs

Resilience 📍 Grand Ballroom G

Speakers: Brett Gilliland, Timothy Miller, Shawn Kovac

A partial hospitalization program facilitated by an educational entity compared to other models of partial hospitalization in the US and across the globe will be discussed as a change agent. Salient points in the history of mental health for students, the various models of partial hospitalization across the US and the world, educational models for providing services in such programs, their success rates, and the cost-effectiveness of programming were used to justify and support the need for this study. Additionally, this study compares and contrasts the efficacy of educational outcomes and patient/student satisfaction with nontraditional education-centered PHP vs. a traditional PHP facilitated by noneducational entities.

Shifting Classroom Centeredness: A New Model of Technology Integration



Building Capacity 📍 Grand Ballroom H

Speakers: Elizabeth Walker, Benjamin Wood

For years, the SAMR model of technology integration has been used by teachers and administrators as a tool for planning and evaluating the use of technology in the classroom. However, this model fails to address evolving learning standards and their requirement for teachers to provide real-world experiences and allow students to demonstrate their own learning. Join us as we explore the PAGER model; a new model of technology integration that not only makes it easy for teachers and administrators to easily identify the level of technology integration but also enables teachers to shift the centeredness of the classroom.

Students Need to See It. So They Can Be It!

21st Century Learning 📍 Grand Ballroom J

Speakers: Bryan Rohling, Chad Higgins, Joni Clark-Leiker

The ESSDACK Career Planning Expo is the largest college and career planning event in Kansas for high school students. It showcases career opportunities from two-year college degrees, industry certifications, apprenticeships, military opportunities, and business partners.

We will share our experience while hosting six annual career events that have been hugely successful, creating wins for everyone involved: students, districts, post-secondary institutions, business and industry, public service, and our ESA.

Over 5,000 students from 90 different districts attended the Career Expo in 2022, and we anticipate increased participation every year.

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Creating and Sustaining a Regional Crisis Response Team



Building Capacity 📍 Grand Ballroom K

Speakers: Linda Tyree, Bart Flener

Are you prepared to support schools/districts when a crisis occurs? It's not a matter of "IF" schools will face the death or serious injury of a student or staff member, but rather "WHEN."

Find out how to create and sustain an efficient, evidence-based crisis response team and build capacity within our schools and districts to support those affected by the crisis. Learn how to minimize the traumatic impact on students, staff, and communities by establishing best practice protocols for crisis response.

Using the Magic of Artificial Intelligence to Innovate Professional Learning



Building Capacity 📍 Orange County Ballroom 2

Speakers: Timothy Hammill, Rebecca Henderson, Ed. D, Jason Conway

In today's face-paced world, professional learning needs to be more accessible, flexible, and engaging than ever before. As professionals, we need to be constantly learning and updating our skills to stay competitive and relevant. This session will explore how Westmoreland IU uses artificial intelligence (AI), microlearning, and gamification to create, curate, and crowdsource professional learning content to revolutionize professional learning.

This presentation will introduce participants to technologies and tools that are changing the way we approach professional learning, including AI, microlearning, and gamification. Participants will learn how to use these tools to create, curate, and crowdsource professional learning content that is engaging, accessible, and effective.

★ ESA Service Dashboard...SIMPL!



Building Capacity 📍 Orange County Ballroom 3

Speakers: Marci Ostmeyer, Dr. Larianne Polk

So, how do your school districts know what services your ESA offers? How do your school districts know what they participate in? What if there are services they need, but are not currently offered? How often does your ESA collaborate with your districts on services offered? Does every school district receive the same services? Is there a cost savings to the school districts? How do you know? Let ESU 7 help build your ESA's capacity in service planning processes. Hear how ESU 7 is (1) using district data to determine services, (2) customizing services to each district to meet their unique needs, (3) documenting services delivered to districts, and (4) calculating the value added as a result of services provided.

● 9:30 AM - 10:30 AM **Breakout Sessions**

Who's Driving Your Bus? Emotional Regulation in an Unregulated World

Resilience 📍 Grand Ballroom A

Speakers: Jon Ebert, Diana Parafinuk

Emotional Regulation is an essential skill as it can positively or negatively impact our personal and professional interactions each and every day. We are constantly encountering environmental stimuli that create different emotions in us, oftentimes resulting in BIG feelings that must be dealt with. But in order to regulate our emotions we

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have to recognize when they are impacting our thoughts and more importantly how they can impact our responses. In this session, we will identify our individual emotional “buttons” and explore things that impact our ability to emotionally regulate, explore strategies to improve our self-awareness in confronting our emotions by using Gross’ Process Model of Emotional Regulation, and practice the STOPP method for improved emotional regulation and responses.

Restorative Practices



Resilience 📍 Grand Ballroom C

Speaker: Dominique Smith

In this session, we explore the philosophy of restorative practices and identify ways to systematically implement strategies that allow students and teachers to repair harm. The focus is on the school setting, with restorative practices being integrated into classroom structures. In addition, we will focus on building positive student teacher relationships to help create an environment that thrives with restorative practices.

Preventative Interventions for Youth Suicide, School Shootings, and Bullying

Resilience 📍 Grand Ballroom D

Speakers: Kristi Krings

This session will explore how to create school climates and communities that are less susceptible to harassment, violence, bullying and youth suicide. Participants will learn about proactive, preventative interventions that can combat bullying behaviors and foster a culture of kindness, compassion, respect and empathy. Rachel’s Challenge CEO, Kristi Krings, will uncover some of the facts surrounding mental health and violence amongst youth and adults and discuss a trauma-informed, root-cause approach. Participants will understand how to help their members create safer schools.

Rachel’s Challenge is the most extensive school program worldwide for creating positive school cultures, ending school violence in all its forms, and improving youth mental health.

Privacy Laws and AI. Oh My!



Resilience 📍 Grand Ballroom E

Speaker: Amelia Vance

Many states have introduced new child and consumer privacy laws that will impact local education agencies, and many more are now considering adding new AI-regulating laws as well. In this session, privacy expert Amelia Vance will provide an update on the legal landscape and its implications for education service agencies, an overview of the ethical and privacy issues related to AI that may show up in legislation, and provide practical resources and tips.

Empowering 21st Century Learners: Elevating Learning with Canva for Education

21st Century Learning 📍 Grand Ballroom F

Speakers: Danica Botts, Paige Carver

Join ESC Region 19 (TX) and Canva for Education as we share how to use Canva for Education (100% free for K-12 districts) to empower 21st-century learners and elevate learning experiences. Canva for Education is an all-in-one visual communications platform used by regional offices and districts for presentations, posters, videos, digital whiteboard, newsletters, marketing collateral, student activities, and more. Hear directly from ESC Region 19 on how to leverage Canva for Education to support school districts

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with maximum impact. See examples of how Canva for Education revolutionizes teaching, drives student engagement, and shapes the future leaders of an ever-evolving world. Please join us as we explore the transformative power of Canva for Education in creating engaging, meaningful, and empowering learning experiences.



How to Lose an Employee in 10 Days



Building Capacity 📍 Grand Ballroom G

Speakers: Hilary Cordova, Hanna Van Ryen

Research shows that an effective onboarding experience positively impacts performance, job satisfaction, and employee retention. We know that a well-designed onboarding process involves much more than simply hiring a new employee and that the responsibility extends beyond the human resources department. The process must strike a balance between getting new hires operational as quickly as possible and taking the time to help them fit into your organizational culture and understand your organizational processes, norms, and goals. So, what does an effective onboarding process look like and who should be involved? Join us as we take a reverse engineering approach to identify some common onboarding mishaps and discuss what you can do to avoid them and improve your agency's overall onboarding experience.

In Search of the Magical A-HA Moment

Building Capacity 📍 Grand Ballroom H

Speakers: Teresa Clevidence, Bill Myles

In this conference presentation, we will discuss the successful implementation of the business strategy framework within an educational organization. We will share our experience of using the framework's main components: create value, capture value, and deliver value to search for and find those magical a-ha moments that create services that align with our organization's mission and vision. We will highlight the challenges we faced during the implementation process and the strategies we used to overcome them. Furthermore, we will discuss how we integrated the framework into our day-to-day operations and how we used it to measure our progress toward achieving our goals. Attendees will leave with a better understanding of how the business strategy framework can be applied in the education sector to achieve long-term success.

Four Leadership Lessons Learned from Loss

Resilience 📍 Grand Ballroom J

Speaker: Tamara Lindholm

After the loss of her husband of 27 years, Tamara Lindholm is now sharing the four leadership lessons she learned from his example. Jory Konrade wasn't a leader by title, but a leader by action. Come to this session and learn four practical ways to lead others so they want to follow. If you implement these four principles in your life, you will have healthier relationships and cultures where people want to work and collective efficacy is the norm.

You will be encouraged to not only model these four principles as a leader, but encourage them to become working agreements in your organization. When these are present at home or work-it fosters connectivity, optimism, and belief in one another.

Small Boat, Big Fish: Developing Services through Local/National Partnerships

Building Capacity 📍 Grand Ballroom K

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Speakers: Dr. Linda T. Darcy, Kate Ericson, Pamela Samterra

LEARN, a small ESC on the Connecticut shoreline, has built partnerships with local and national organizations including the US Coast Guard Museum and Generation E-Sports to develop and enhance student-centered services. In this session, we will discuss how we have leveraged the Business Strategy Framework to identify strategic resources and create and capture the value we offer. In addition, we will share how we have nurtured and stretched our internal talent and systems to create mutually sustainable partnerships that also work toward equitable outcomes for all learners.

Participants will be given access to an action plan framework and work time to explore how this process may be replicated in their context with their own unique talent capacity.

Daring Leadership and Courageous Cultures

Building Capacity 📍 Orange County Ballroom 1

Speakers: Kelly Compton, Cindy Murphy

Choosing to answer our personal call to courage as leaders requires us to recognize how emotions hook us, lean into our vulnerabilities, practice empathy with others, and be prepared to fail. Based on Dr. Brene Brown's courage-building research, this workshop is expressly designed to support educational leaders as they show up for brave conversations; stand up for what's right not just what is fun, fast, or easy; and build the confidence needed to ensure every student is part of a classroom that values them and allows them the space to grow into their most authentic selves.

Centering Students in ESA Boards

Building Capacity 📍 Orange County Ballroom 2

Speaker: Sarita Siqueiros Thornburg

In 2021 Puget Sound ESD's Board established student representatives on the board because "to spotlight and provide a platform for authentic student voice and engagement that informs and impacts board decision-making, student representation on the board is critical if we strive to live into the Agency End." Learn how the board brings student representatives into learning and decision-making. The PSESD Board operates using a policy governance model which presents unique opportunities and challenges with student participation.

★ Iowa's AEA Statewide Print Collaborative: Working Together to Provide Innovative, Affordable Creative Services to Iowa's Schools

Building Capacity 📍 Orange County Ballroom 3

Speakers: Beth Strike, Kathy Enslin

Grounded in a desire to ensure that all Iowa school districts have equal access to innovative and affordable graphic design, printing, and production services, Iowa's AEAs collaborated to develop a model where partnerships play a key role. Over the last three years, the AEA system has achieved common pricing, products, and the development of a common ordering and workflow system that allows the nine agencies to effortlessly collaborate on customer orders, reduce overhead costs, stay innovative, and hedge against the natural decline in traditional print services over time. The result? The ability to redirect resources toward higher leverage services that impact student achievement.



- 10:30 AM - 11:50 AM **General Session**

📍 Platinum Ballroom

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Speaker Jeremy Biehl

Subsessions

- 10:30 AM - 11:00 AM Student Performance by the Rancho Cucamonga High School Dance Group
Platinum Ballroom
- 11:00 AM - 11:10 AM Women of Inspiration in Leadership Award Presentation
Platinum Ballroom
Speaker: Joan Wade
- 11:10 AM - 11:50 AM Keynote Speaker: Escorting Students Through Open Doors
Platinum Ballroom
Speaker: Trudy Arriaga, Ed.D.
- 11:50 AM **Exhibit Hall Open**
Marquis Ballroom
11:50 AM - 1:10 PM at Marquis Ballroom
- 11:50 AM **Networking Lunch sponsored by Tallo**
Platinum Ballroom Lobby
11:50 AM - 1:10 PM
- 11:50 AM **State Leaders Lunch**
Orange County Ballroom 2
11:50 AM - 1:10 PM
- 11:50 AM **Region 16 Comprehensive Center Lunch**
Orange County Ballroom 3
11:50 AM - 1:10 PM
- 11:50 AM **Business Strategy Framework Lunch**
Orange County Ballroom 1
11:50 AM - 1:10 PM
- 1:15 PM **Silent Auction Closes**
Marquis Ballroom
- 1:20 PM - 2:10 PM **Breakout Sessions**

Educational Leadership: Using Cohorts to Grow Your Future Leaders

Building Capacity Orange County Ballroom 3

Speakers: Jan Hanlon, Dr. Eugenia Lambert, Tammy Stowers

This session will discuss how to grow leadership within your service agency and help you prepare educators for career advancement and facilitate leadership for your service area and schools in your districts. Mountain State ESC and Marshall University through a

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collaborative agreement provide opportunities for educators to participate in a degree-seeking program to gain leadership licensure. These cohort programs lower the cost to teachers, increase collaboration and teamwork, and produce high-quality leaders for school systems.

By providing an online educational degree and/or certification to educators to become principals; we are building the leadership capacity of school systems within the ESA. Let us help you with this opportunity!

Regional Mental Health Teams: Tips, Tricks and Lessons Learned



Resilience 📍 Grand Ballroom B

Speakers: Kerrie Ackerson, Phoebe Bailey, Maria Jaramillo, Pat Sublette

Does your ESA provide a regional mental health/support team for your schools?

Reckoning with the mental health staff shortage (counselors, therapists, psychs, social workers, and others), this session explores how ESAs in different states are meeting the needs of their schools using regionalized supports. Retaining staff through team building, bolstering services through supportive technologies, leveraging community partners, and moving toward Medicaid-reimbursable activities will be discussed.

★ Automagically Transforming Regional ESA Services with Data Analytics and Artificial Intelligence



21st Century Learning 📍 Grand Ballroom C

Speakers: Tara Anderson, Kevin McCandless

While more data is available than ever before, schools still struggle to effectively consume, analyze, and act on it before it becomes stale. In this session, learn how cloud data analytics and artificial intelligence solutions can transform ESA services to help districts make better, faster decisions with near real-time data. We'll discuss how examples like business intelligence dashboards, school enrollment forecasting, and intelligent document processing can improve process efficiency, budgeting, student success, and more.

Buff Nuggets: How ESAs Can Leverage the Power of AI

21st Century Learning 📍 Grand Ballroom D

Speaker: Brian Buffington

Brian brings a boatload of Buff Magic by introducing his newest friend...Artificial Intelligence (AI). Whether it's with the use of ChatGPT or other popular apps, AI can truly do magical things for ESAs. In this session, you'll learn multiple use cases of AI that save time and enhance current ESA projects. And you don't have to be a tech wizard to benefit! All attendees will be granted Brian's coveted "AI for ESAs Cheatsheet"

Escorting Students Through Open Doors

Resilience 📍 Grand Ballroom E

Speaker: Trudy Arriaga, Ed.D.

As we explore the vision, mission, and guiding principles of an educational institution, do we have the will and the courage to ensure that our actions reflect the stated values and belief systems? How do the values of the organization inform our daily practices in classrooms, schools, district policies, and procedures? Together, we will strengthen the ability to view the impact educators have on student engagement and performance as we lead with a lens of equity and access. This is an opportunity to delve deeply into practices

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that unintentionally marginalize students, staff, and their communities and discover how to redesign practices that remove barriers and strengthen support factors that lead to belonging and achievement. Join the journey of a two-tiered examination - the organization and ourselves as educators who have the responsibility and the privilege to escort students, staff, and their communities through open doors.

Using Student Voice to Make Magic Happen...an Improvement Science Approach

Resilience 📍 Grand Ballroom J

Speakers: Lisette Estrella-Henderson, Andrea Lemos

Engaging student voices in learning, leading, and innovating can create transformational change in schools, districts, and communities. This session describes the journey of one ESA in meaningful engagement of youth voices not only in our classrooms but also throughout our county and beyond. Students' perspectives are critical to making magic happen each day and to imagining future possibilities. Strategies to start and deepen this work will be shared from an Improvement Science lens. When we have the courage to truly listen to the voices of our youth, especially those who are often unheard, we have the opportunity to not only be leaders of change alongside the youth, but dreamers of a future that has not yet been imagined.

The Magic is IN Statewide Collaboration

Building Capacity 📍 Grand Ballroom G

Speakers: Lena Darnay, Melissa Gill, Darlene Kennedy, Dr. Christy Hilton, Cindy McKinney

The nine ESCs of Indiana (ESCI) have developed rich, region-specific supports and services over the past 45 years to best meet each region's needs. In recent years, the professional staff have joined together on several large-scale projects to leverage their collective knowledge and expertise. These collaborative efforts have resulted in ESCI becoming the go-to organization for the Indiana Department of Education to organize statewide initiatives. In this session, you will learn about how we have collaborated through the lens of five IDOE-funded projects: In the LEAD, Indiana STEM and Literacy Cadre, Unpacking Updated Computer Science Standards, IN-STEP, and I-STEM.

STEM Ecosystems: Your Role as an ESA

Building Capacity 📍 Grand Ballroom G

Speakers: Jessica Short, Amy Anyanwu

In this session we will identify the importance of your ESA's engagement with your local STEM Ecosystem.

The DO STEM Ecosystem is a group of collaborative regional partners committed to leveraging resources and opportunities to engage students in STEM activities throughout the Dayton region. The Dayton Regional STEM Center, part of the Montgomery County ESC, is the "Backbone Organization" for DO STEM.

Join us as we share our journey as an Ecosystem through obtaining resources and funding, Ecosystem initiatives, serving as the backbone organization, and our engagement with TIES as one of over 100 global STEM Learning Ecosystems.

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★ Fostering Trust: Building Strong Board Relations

Governance/ESA Boards 📍 Grand Ballroom F



Speaker: Valentina Viletto

In an ever-evolving educational landscape, it is crucial for board members to be well-informed and proficient in governance practices that enhance accountability, transparency, and student success. Strengthening board dynamics is a shared responsibility, one that is built upon trust and communication between the executive director and each board member. Student success is dependent on informed decision-making and fostering an environment that promotes academic excellence, equity, and student well-being.

During this session, participants will delve into effective governance practices, balancing legal and ethical responsibilities, financial stewardship, and community engagement. Interactive discussions will provide valuable insights into the challenges and opportunities facing school boards today.

It's Not We, It's You: Reach People with Electronic Magic

Building Capacity 📍 Grand Ballroom K

Speaker: Travis Bautz

There is only one way to break through to your audience. It isn't yelling louder. And it probably isn't printing more flyers. It's putting your audience at the center. You must meet them where they are, know what they need and make it quick and easy for them to find you. Join us to learn about innovative ways to use video, podcasts, email, and more to make your connections a little more magical.

State Association Executive Directors Meeting

Associated Meeting 📍 Orange County Ballroom 2

● 2:20 PM - 3:10 PM **Breakout Sessions**

Using the Ed-Fi Data Standard to Address Your Statewide Needs

21st Century Learning 📍 Grand Ballroom A

Speaker: Sayee Srinivasan

Come join Ed-Fi Alliance to learn about different use cases and implementation patterns that states have adopted to address their statewide needs.

Getting Beyond IT: Creating a Cybersecurity Ecosystem for Members

21st Century Learning 📍 Grand Ballroom B

Speaker: David Ludwig

Learn how seven Nebraska and 19 California ESAs benefit from implementing ResoluteGuard's Proactive Cybersecurity Risk Management strategy for their members. This session will provide valuable insights into how ESAs and their members strengthened their cybersecurity posture with ResoluteGuard's newly launched software solution, improved communication within each organization, and analyzed real-time data to support members' needs. Join us with Nebraska ESU representatives to learn more.

"Teacher School" Didn't Teach That - Creating ESA Entrepreneurs

Building Capacity 📍 Grand Ballroom C

Speakers: Jared Mader, Ben Smith

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ESAs need to be strategic in order to remain financially sustainable. Increasing the likelihood of success, Lincoln IU built its own Entrepreneur Onboarding Process, growing more service creators from staff who come from educational backgrounds. We needed to help staff not from business backgrounds, get to a philosophical place where words like “customer,” “entrepreneur,” and “profit” are not at odds with their student-centric passion. Come learn how the LIU designed a training program and toolkit to onboard staff that includes how to improve or build services using design thinking, strategies for determining service value (using the AESA Business Strategy Framework), and fiscal tools that help staff determine competitive pricing that maximizes profit and demand.

Empowering Education with ChatGPT

21st Century Learning 📍 Grand Ballroom D



Speaker: Dana Anderson

As an educational support system leader, you play a crucial role in guiding your organization towards success. ChatGPT offers a powerful tool for achieving your goals. In this presentation, we'll explore how ChatGPT can personalize learning experiences, facilitate communication, and streamline administrative tasks, empowering you to lead the way. Learn how ChatGPT can offer tailored feedback, automate scheduling, and assist with planning an idea creation. We'll also examine ethical considerations and best practices for using ChatGPT in education support settings.

Key Points:

- Personalizing with Chat GPT's tailored feedback
- Enhancing communication with ChatGPT's messaging capabilities
- Streamlining administration with ChatGPT's automation features
- Ethical considerations and best practices for using ChatGPT in education governance

Sparkling Ideas:

- Imagine being able to offer personalized learning experiences, all while streamlining administrative tasks for staff.
- ChatGPT can help stay ahead of the curve in educational leadership and governance by offering new opportunities for personalization and innovation.
- By using ChatGPT ethically and thoughtfully, you can foster a culture of collaboration, communication, and excellence in your educational support system.

Federal Legislative Update

Governance/ESA Boards 📍 Grand Ballroom E

Speaker: Tara Thomas

AESA's Federal Advocacy Team dives into the current and emerging federal legislative issues that are impacting the national education landscape. Your voice is important . . . our legislative team will answer your questions and provide information you need to be effective in your advocacy efforts.

Ready, Set, Go! Tech Tools Built for Speed

Building Capacity 📍 Grand Ballroom F

Speakers: Hilary Cordova, Hanna Van Ryen

Shift your work into the next gear by utilizing some of Google's essential time-saving productivity tools! Join us as we cruise through a catalog of time saving tips and tricks that everyone can use to make things easier, more efficient, and ultimately, more effective

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no matter what role you have in your ESA. Reduce the number of pit stops at work and bring your device to take them on a test drive.

"Remember, You're Who Can Fill the World with Sunshine" Snow White

Resilience 📍 Grand Ballroom G

Speakers: April Estrada, Dr. Jana Melscheimer

Join us in this session to explore the power of positivity and resilience in navigating challenging times, drawing inspiration from the classic Disney movie "Snow White and the Seven Dwarfs." Together, we will discuss strategies for building a full continuum of support for mental health in schools, including partnerships with external entities and our Regional Crisis Team. We will provide practical tools and resources to support schools during crisis situations, fostering a culture of support and collaboration. Through interactive activities and group discussions, participants will gain new insights, ideas, and tools to help schools navigate these challenging times. Let's work together to bring magic back to our schools, filling them with sunshine, even in the darkest of days.

★ Building a Registered Behavior Technician Program

Building Capacity 📍 Grand Ballroom H

Speakers: Jennifer Hertwig, Jennifer Schmidt

The Bucks IU has implemented a training program for Registered Behavior Technicians (RBT) and employs these individuals as paraeducators in our Autistic Support and Emotional Support classrooms. Individuals in these roles have advanced training in Applied Behavior Analysis and work under the direction of a Board Certified Behavior Analyst. These staff can implement positive behavior support plans, implement teaching strategies to support lesson plans with ABA technology, collect data and assist with graphing student progress monitoring, assist with training new staff, and assist with promoting safety and guidance in crisis prevention and intervention. Individuals in these roles have been a tremendous support in classrooms where they are challenging behaviors.

Attendees will learn how to train, develop, and supervise the Registered Behavior Technicians (RBT) per the Behavior Analyst Certification Board guidelines. In addition, attendees will learn how to credential this program as a Registered Apprenticeship through the Department of Labor and Industry.



Teacher Pipelines & Retention: How to build Capacity in a Time of Teacher Shortages

Building Capacity 📍 Grand Ballroom J

Speakers: Alison Smith, Scott Blum, Laura Barrett, Dan Schnoes

A theme across the country is the need to recruit, hire, and maintain quality educators. As part of the ESUs' calling across the state to meet the needs of districts, agencies have been called upon to lead, partner, coordinate, and communicate to address the teacher pipeline in Nebraska. In this session, multiple ESUs will share their collaborative efforts to unlock the keys to teacher retention and provide time for participants to engage in conversations around what works across the country. Participants will walk away with practical examples and applications for leading, partnering, and communicating to strengthen the teacher pipeline.

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Build Your Organizational Endurance for Infrastructure Development

Building Capacity 📍 Grand Ballroom K

Speakers: Lisa Matthews, Jodie Des Biens, Tamara Shoup, Larry Francois

ESAs are a force for mobilizing resources and support in response to persistent and emerging challenges facing our school communities. We have built teams of agile experts willing and able to step into the throes of deep direct service and education leadership.

This constant triage and response can result in overreliance on fee-for-service programs and neglect efforts to invest in a more durable infrastructure for comprehensive services.

Learn how to build your organization's endurance for infrastructure development by leveraging short-term funding to support long-term planning, aligning organizational ethos and expertise, and using failure to inform continuous improvement.

● 3:20 PM

5 Innovations in 50 Minutes

📍 Grand Ballroom E

3:20 PM - 4:10 PM

Bus PBIS

Building Capacity 📍 Grand Ballroom E

Speaker: Susan Farrell

Support safe transportation to and from school is an important often overlooked area of student behavior management. For schools implementing PBIS, take your program to a new level by implementing PBIS on your buses and vans. This presentation will show you how easy and effective it is to expand your PBIS program to include the ride to and from school.

E.R.I.C.C the Innovator: Building Capacity Through Culture

Building Capacity 📍 Grand Ballroom E

Speakers: Dr. Cynthia Hudson, Tim Ackermann

In today's fast-paced and constantly evolving business world, companies are seeking innovative ways to build and maintain a strong culture. Five key innovations have emerged as essential tools for achieving this goal: coherence, innovation, R factor, culture blueprint, and employee engagement. Coherence involves creating a sense of unity and shared purpose among team members, while innovation encourages experimentation and risk-taking. The R factor is all about resilience, the ability to bounce back from setbacks and challenges. A culture blueprint is a comprehensive plan for building and maintaining a positive and inclusive culture. Finally, employee engagement measures the degree to which team members feel invested in and committed to the organization's goals. By leveraging these five innovations, ESAs can build and sustain a strong culture that promotes growth, success, and a sense of community among team members.

Oregon Routes-Student Transportation

21st Century Learning 📍 Grand Ballroom E

Speakers: Erin Baston, Tonja Everest, Kayla Stuck

Oregon Routes is a supplemental transportation service letting credentialed employees from any Oregon school district transport students to and from school freeing up hired

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drivers to resume school bus routes. Oregon Route drivers are paid per mile and can pick up multiple students. Oregon Routes is powered by the software Trust-Ed.

Creating Professional Microlearning Activities with AI

Building Capacity 📍 Grand Ballroom E

Speakers: Timothy Hammill, Jason Conway

In this session, Westmoreland IU will share how they use Artificial Intelligence (AI) and microlearning to create, curate, and crowdsource professional learning activities. This approach is revolutionizing the way we support school districts and is helping us to build a comprehensive library of professional learning, a task we once thought impossible for an organization of our size.

★ “Connect. Grow. Inspire.” The Power of Regional Common Professional Development Days

Building Capacity 📍 Grand Ballroom E

Speakers: Al Betry, Arrin Truax, Hanna Van Ryen

Have you ever wondered how to bring schools together so that teachers could learn from other teachers? Allow paraprofessionals to network with one another? Provide administrators from multiple districts and opportunity to connect and share best practices together? Inspire the passion to remind staff that being in the field of education is absolutely one of the best jobs? Well this is the session for you!



● 3:20 PM - 4:10 PM

Breakout Sessions

The Magic of Building Capacity in Meaningful Literacy Learning

Building Capacity 📍 Elite 1

Speakers: Lori Thompson, Dr. Shanna Downs, LeAnne Cheatham

Join West Georgia RESA as we share our process for developing meaningful, differentiated literacy professional learning. This session will allow participants to build capacity in creating a library of literacy training opportunities. Built on the foundation of The Science of Reading and Structured Literacy, this plan provides guidance in addressing the literacy crisis facing all educational systems. Resources will be provided in the areas of supporting struggling adolescent readers and supporting early, mid, and late-career educators.

Each individual in this session will leave willing their magic top hat with various learning opportunities as we gain insights into building literacy collaboratives, micro-credentials for literacy, and professional endorsements in the areas of reading and dyslexia.

Vision to Prosperity Monetizing School Health Products for Member Value

Resilience 📍 Grand Ballroom A

Speakers: Leonard Merrell, Gordon Taylor, John Bass

Join this insightful breakout session, ‘Vision to Prosperity,’ to explore the profitable world of reselling quality educational services and products. Discover how to turn your service center into a profitable venture while simultaneously delivering exceptional value to your members. Learn about innovative strategies and best practices to monetize vetted and verified educational products, ensuring both financial success and enhanced member well-being.



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Game On: Strategic Procurement for Quality, Innovation, and Savings

Building Capacity 📍 Grand Ballroom B

Speakers: Ted Witt, Mitchell Lilly, George Wilson

Want a strategic procurement advantage for your ESA? Then game on - literally. This interactive presentation parodies a popular TV game show by posing answers. You must pose the underlying question. Get rewarded for the right answer about purchasing cooperatives. Along the way, you'll discover how to leverage purchasing cooperatives for better-quality products, foster more innovation in your agency, and apply the savings you'll enjoy. You'll get the perspective from professional purchasing agents who daily double down on co-op purchasing contracts for results in their agencies.

★ Developing Leadership & Governance Capacity ... Challenge Accepted ✓

Governance/ESA Boards 📍 Grand Ballroom C

Speakers: Dr. Larianne Polk, Dan Schnoes

Are you in an ESA with new leadership? Do you have school districts in your ESA with new leadership who have minimal leadership experience? Does your ESA board have new members with limited knowledge of your organization's services?

ESUs 3 and 7 in Nebraska have accepted the challenge to answer these questions. They will share the process they use for ESA leadership growth and development, school district leadership support and mentoring, and ESA board member orientation and onboarding. These three critical areas, mentoring, onboarding, and orientation, will be emphasized and discussed. This evolution of leadership shortages to building leadership capacity has led to increased involvement and awareness of the roles ESAs play in public education.

Collaboration for Impact: The Power of Partnerships

Resilience 📍 Grand Ballroom F



Speaker: Patricia Murlroy

When your district or school doesn't have the capacity to offer the courses your students want, need, and deserve, where do you go? Join us as we look at how collaboration between an ESA and a district has expanded course offerings and provided rural students with more opportunities similar to those of urban and suburban counterparts. What are the key ingredients to establishing and maintaining a lasting partnership? How do you use a virtual platform to best provide rural students with a positive educational experience?

This session will look at the power of a partnership and how to pave a way to provide these opportunities for your students.

Cutting Through the Noise: Data on Staff Retention & the Decisions that Keep Them

Building Capacity 📍 Grand Ballroom G

Speakers: Kerry Gain, Henry Wellington, Zac Calhoun

This session will present data from over 30,000 teachers in spring 2023, trends in teacher engagement, and research-based strategies to support and retain your staff. Attendees will hear from Kerry Gain, Deputy Executive Director of Academic Services as ESC 13 in Texas, on how her ESC is partnering with its school districts through coaching and engagement data to understand teacher needs and provide support to improve retention.

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Behavioral Safety Approach to Reducing Student-Related Staff Injuries

Building Capacity 📍 Grand Ballroom H

Speakers: Carrie Hartman, Jamie Shulick

Student-related injuries are a leading cause of staff injuries in schools. Student-related injuries account for approximately 80% of all injury claims made by ACES (Area Cooperative Educational Services) employees. To reduce these injuries, we developed a system based on behavioral safety. This system is designed to pinpoint, measure, intervene, and evaluate. The purpose of this presentation is to share the methods and results of this system.

Leading for Equity: A Blueprint for Educational Service Agencies

Building Capacity 📍 Grand Ballroom H

Speakers: Paul Coakley, Deon Logan

This session provides educators, school and district leaders with strategies, tools, and motivational stories to help them lead for equity through empowering voices, removing barriers and building a healthy culture that is focused on student success. The superintendent shares insights on his leadership journey of broadening perspectives while promoting change, increasing access, and opportunities, and interrupting disproportionate outcomes for students. As a champion for equity, Dr. Coakley's k-12 story is centered on speaking your truth and leveraging your why. Participants will connect with one another to share key components of their equity journeys and leave this session with strategies that can be used to strengthen their systems, by building the will, skill, and capacity of their staff.

We Deliver. Statewide!

Building Capacity 📍 Grand Ballroom K

Speakers: Jessica Vavrus, Michelle Price

Washington State's nine ESDs are united through the Association of Educational Service Districts (AESD) Network. Together they partner as a regional delivery system for almost 30 statewide initiatives that range from school safety centers; to behavioral health services; to educational technology supports; to inclusionary practices coaching. Join this session to learn about a few of these initiatives and how each works across the ESDs and with the state's Office of Superintendent of Public Instruction (OSPI) to co-design, develop, and deliver impactful services across the state.

Grow Your Own: Building Capacity in Education and Mental Health

Building Capacity 📍 Orange County Ballroom 1



Speakers: Noelle Duvall, Gina Rios-Smith, Shalonda James-Garza, Jamie Engel, Sandee Donald

The workforce shortage in education and mental health is a significant problem, increasing demands on educators and reducing the ability to meet students' academic/emotional needs. Our team developed strategies to re-build this pipeline. One strategy engages high school students in a CTE program. Students learn educational methodology and work with a mentor in a field placement, earning credentials toward educational careers. Another strategy focuses on dedicated support staff who lack teacher certification. An apprenticeship program pairing classroom experience with post-secondary opportunities creates a pathway to certification. Additionally, an internship program for Master's-level counseling students exposes future professionals to school

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mental health work, provides training to increase competencies, and builds investment in school and community mental health careers.

Providing a Cybersecurity Framework for LEAs

Building Capacity 📍 Orange County Ballroom 3

Speaker: Jason Marshall

Due to the recent increase in ransomware attacks against K12, we have seen an increased interest and demand from our LEA partners for assistance with cyber security initiatives. Learn how we partner with local and global resources to provide a cyber security roadmap for our LEAs.



- 4:00 PM **AESA Members' Reception**

📍 Marquis Ballroom

4:00 PM - 5:30 PM

Subsessions

- 4:15 PM - 4:45 PM **AESA Foundation Silent Auction Winners Announced**

📍 Marquis Ballroom

- 4:45 PM - 5:30 PM **AESA Foundation Live Auction**

📍 Marquis Ballroom

- 6:00 PM **Foundation Board Meeting & Dinner**

📍 LA/La Jolla

6:00 PM - 8:00 PM

Friday, December 1, 2023

- 7:00 AM **Registration Open**

📍 Platinum Lobby

7:00 AM - 12:00 PM

- 7:00 AM **Perspectives Editorial Board Meeting**

Associated Meeting 📍 Elite 1

7:00 AM - 8:00 AM

- 7:30 AM **Regional Breakfast sponsored by PlanMemeber**

7:30 AM - 8:30 AM

Eastern Region 📍 Platinum Ballroom 9/10

Southern Region 📍 Grand Ballroom G/H

Central Region 📍 Grand Ballroom F

Western Region 📍 Gran Ballroom J/K

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- 8:45 AM **ESA Talks**
📍 Platinum Ballroom 8
8:45 AM - 9:35 AM

Subsessions

Stay with your Strengths

Building Capacity 📍 Platinum Ballroom 8

Speakers: Dayne Michael, Jackie Miller

How does your service agency build capacity? Do your employees have the opportunity to do what they do best? At Brown County ESC we have developed a comprehensive culture that embodies an approach highlighting the opportunities for employee strengths. By utilizing individual strengths our team is more robust and our retention rate has increased. Listening to our employees showcase “what is right” within the organization, as well as, what areas need attention, is key to this process. Incorporating Strength coaching as “Stay” interviews have provided the organization with valuable information to enhance the work environment to benefit both the employees and the organization as a whole.

LATTICE - Linking All Types of Teachers to International Cross-Cultural Education

21st Century Learning 📍 Platinum Ballroom 8

Speaker: Dr. Nancy Lubeski

LATTICE (Linking All Types of Teachers to International Cross-Cultural Education) is a learning community and international network that cultivates and supports global perspectives and identities in K-12 classrooms through personal and professional development opportunities.

Classroom teachers, international graduate students, university faculty, and community educators meet at least one afternoon per month to actively discuss issues relating to diversity, equity, and inclusion. LATTICE promotes a safe and dynamic learning community to share ideas, develop personal relationships, and explore controversial topics that permit members to gain global understanding and appreciation of similarities and differences within nationalities, cultures, religions, ethnicities, genders, ages, and professional pursuits.

This session will describe the unique aspects of this professional development, including projects, personal stories and global connections.

Sticking Around: Research Findings on Teacher Retention

Resilience 📍 Platinum Ballroom 8

Speaker: Kay Shurtleff

We know a lot about teacher shortages and teacher burnout, but what about all the teachers who don't just leave? What makes teaching worth it for them? We conducted a mixed methods research study to find out what makes teachers resilient enough to keep going. More than 700 teachers participated, and we collected data on which factors mattered most—and least. They discussed jeans days and coworkers, school safety and superintendents, and everything in between. This session will feature findings and



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insights from that research, as well as practical implications for ESAs and school districts who are trying to cultivate environments that attract and retain teachers.

- 8:45 AM - 9:35 AM **Breakout Sessions**

★ Transforming Educational Service Agencies: Digital Solutions for Board Meetings, Policy Management, and Staff Negotiations

Governance/ESA Boards 📍 Elite 2

Speakers: Craig Caples, Darion Miller

Join us for an informative session tailored to educational service agencies (ESAs) seeking to modernize their governance process. Explore how paperless board meetings, online policy management, and efficient staff negotiations can significantly improve ESA operations. We'll delve into the latest technology and strategies designed to empower ESA.

Streamlining Contract Management for Education Service Agencies

Resilience 📍 Grand Ballroom A

Speakers: Michael Keough, Tanya Larkin

Please join Region 16 for a presentation on the importance of effective contract management and how it can help ESAs and schools streamline their operations. We will explore organizations' key challenges in managing contracts and the benefits of adopting a robust contract management system. During the presentation, we will demonstrate the features and benefits of Contracts+, a powerful contract management system designated specifically for ESAs. Contracts+ helps maintain district profiles, export data for business and reporting purposes, and automate contract availability dates. With its user-friendly interface, web-based shopping cart, and customizable contract options, Contracts+ makes managing contracts with school districts a breeze. We will also discuss how Contracts+ can be fully customized and budget-friendly. Plus, training is included to ensure a smooth transition to this enterprise CLM system. Don't miss out on this opportunity to learn more about the importance of effective contract management and how it can benefit your organization.

Artificial Intelligence in Education: Tools, Tips, and Talking Points

21st Century Learning 📍 Grand Ballroom B

Speaker: Andrew Easton

The rapid advancement of AI technology is transforming the education landscape and challenging many time-honored best practices in education. In this session, discover how AI-infused ed-tech tools can be used to enhance teaching and learning. Participants should expect to engage in collaborative conversations that explore current trends and leave with practical tips for leveraging this technology in the work they do in service to schools, educators, and students.

Taking Local Processes Statewide: Using Technology to Build Efficiency

Building Capacity 📍 Grand Ballroom C

Speakers: Phil Morris, Pat Dal Santo, Deanna Oliver, Katie Algrim

The Kane County ROE converted its Health Life Safety, Compliance, Permit, Truancy, and Registration systems over the last several years from paper to web-based. By

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streamlining these systems we accomplish tasks such as consolidating forms, improving communication channels, and automating certain tasks.

By developing more efficient systems and sharing statewide it allows offices to better serve its schools and districts while ensuring that all regulations are met. The development of these systems has led to significant improvements in efficiency and effectiveness, ultimately benefiting students, schools, and the community statewide. During this presentation the presenters will share the process of converting systems to web-based, the policies and procedures used, as well as the training and support structures developed for continual improvement and upgrades.

“Magically” Transforming ESAs to a Countywide K-12 Career Readiness System

21st Century Learning 📍 Grand Ballroom D

Speakers: Jarrad Grandy, Wanda Cook-Robinson

“What do you like?” “What are you good at?” and “Is someone willing to pay you to do it?” These three questions catalyzed the start of a 5-year journey that led one ESA to transform from a mixture of traditional high school CTE programs to a countywide K-12 career readiness system. This session will provide a step-by-step guide for ESAs to transform themselves and identify and leverage existing resources, engage with local businesses and community partners, and create personalized pathways for students based on their interests and strengths, using innovative technology and strategic partnerships. Join us to learn how to “magically” transform your ESA into a K-12 career readiness system that prepares students for success.

Teacher Shortage? Build Capacity to Grow Students into the Teaching Pipeline

Building Capacity 📍 Orange County Ballroom 1

Speakers: Judy Hendrix, Kierston McKinley, Melissa Gill, Jennifer Fry, Taylor Hendrix
How do we promote excitement in our schools around the teaching profession? Join our presentation to learn how we have increased the number of high school students entering the Ed Professions Pathways and ultimately enrolling in a teacher preparation program. Future educators are the students sitting in our schools! Hear about the incentives and goals we use to help alleviate the teacher shortage and play our part in solving this crisis.

From Coop-etition to Innovation, the Journey to Effective Collaboration

Building Capacity 📍 Orange County Ballroom 2

Speakers: Jake Seuntjens, Anne Kilzer

The Minnesota Service Cooperatives (MSC) have continued to improve and iterate their process of collaborating to develop new services, products, and opportunities for our members across the nine regions of Minnesota. Centered on the MSC Professional Development Group, consisting of teaching and learning directors from across the state, the group’s pioneering work has led to an increase in opportunities and helped pave the way for other collaborative work from job-alike groups. Our ability to collaborate as a statewide entity has helped build our relationship and reputation with both our state department of education and the state department of health.

Advancing and Empowering Female Leaders in Education

Building Capacity 📍 Orange County Ballroom 3

Speakers: Beth Gonzalez, Krista McKinney King, Sandra Dukhie

Women comprise 76% of our teacher workforce, yet they are represented less than 30% of district superintendents. There is a stark and growing gender disparity at the top of our

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nation's public school systems. It's critical that organizations make intentional efforts to invest in the development and retention of talented women leaders. How do we, as leaders, empower and prepare female leaders to thrive and succeed in our organizations?

Investments in building a culture of equity, diversity, inclusion, and access matter. Organizations that want to recruit, empower, retain, and promote high-potential women need to start by looking at the larger systems in which they operate. A focus on organizational culture, combined with targeted leadership training programs for women, can make a dramatic difference.

In this session, we will explore affinity group structures and resources to support the development of female leaders.

Building Capacity Through a System of Growth and Learning

Building Capacity 📍 Platinum Ballroom 1



Speakers: Kathy Matthews, Kristy Kueber-Pope

A system is a regularly interacting and interdependent group of components working together toward a common goal. The components of a professional learning system work in tandem and can be used to guide learning, assess progress, and make immediate improvements. Large scale professional learning initiatives are more successful with a well-designed system. In this session, participants will engage with each component and reflect upon application using their own lens for improvement. Participants will leave the session ready to design a system that builds capacity.

Ta-Da! Making Disciplinary Thinking and Language Visible for All Students

Building Capacity 📍 Platinum Ballroom 3

Speakers: Richard Romero, Rosemary Hyder

Language is at the heart of the learning process. We learn through language, and our knowledge about the world is constructed in language—the worlds of home and community, school subjects, and the workplace. It is through language that we interact with others and build our identities. In this session, participants will build an understanding of how to integrate support for language development with disciplinary content knowledge and become acquainted with high-leverage instructional strategies that will effectively support all students, especially English learners. When teachers honor the languages, cultures and experiences that students bring into the classroom, they respect them as individuals and as learners, valuing their knowledge as capital to build on rather than as a barrier to learning.

Building a Business Officials Training Program

Building Capacity 📍 Platinum Ballroom 4

Speakers: Trisha Schock, Debbie Cook, Jason Williams

Is your region lacking qualified business officials for key roles? Learn how we have built and grown a regional training program for business officials.

Abracadabra...The Power of Partnerships!

Building Capacity 📍 Platinum Ballroom 7

Speakers: Janel Vancas, Brenda Calhoun, Sarah Brambley

Have you ever heard of the phrase, “work smarter, not harder?” As ESAs, we often have untapped resources at our fingertips. Here at Appalachia IU 8 in south central Pennsylvania, we are tapping into those resources and expanding our capacity through

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various community partnerships. The impact is growing exponentially! We will take you down our path of discovery and how we utilize ecosystem partnerships to grow our programs that connect and support teachers, students, public libraries, higher educational institutions, and area businesses. It's truly magic in the making!

Helping Students Find Balance with Social Media

Resilience 📍 Platinum Ballroom 1

Speakers: Matt Mervis, Cameron Audia

The Social Balance is an innovative new curriculum program for middle and high school students that explores the impact of social media through the lens of STEM. The Social Balance helps students think critically, so they can leverage the benefits of social media while navigating risks and putting a premium on real-world, in-person relationships. This session is designed to help teachers and school leaders explore how they can leverage social media literacy in order to improve school climate and culture. Topics will include, but are not limited to social media and dopamine, algorithms, setting boundaries, and digital detox.

- 9:45 AM

Closing Session

📍 Grand Ballroom E

9:45 AM - 11:30 AM

Subsessions

- 9:45 AM - 9:55 AM Outstanding Individual Achievement Award Presentation

📍 Grand Ballroom E

- 9:55 AM - 11:25 AM Disney's Approach to quality Customer Service

📍 Grand Ballroom E

Speaker: Julianna Alley

This is your opportunity to learn from Disney Institute and the business insights behind Disney's success. In this 90-minute presentation, learn how excellent service is the result of truly understanding your customer's expectations and how to put the right service standards in place to exceed them. You will discover how attention to detail can create a consistent, world-class experience, how to be intentional about the design and delivery of service, and the importance of establishing a service-recovery safety net for when service does not go according to plan. You will leave inspired and excited to better differentiate your organization's service to become a provider of choice.

From: Larianne Polk lpolk@esu7.org 🇺🇸
Subject: July 1, 2023 - November 20, 2023
Date: November 8, 2023 at 8:26 AM
To: Mindy Reed mreed@esu7.org

LP

LPolk - Leave
Beginning Date: 7/1/23
Ending Date: 11/20/23
Hours: 38.75

Start Date	Calendar	Title	Hours
7/5/23	LPolk - Leave	Vacation	9
7/6/23	LPolk - Leave	Vacation	3
7/6/23	LPolk - Leave	Vacation	4
7/7/23	LPolk - Leave	Vacation	2
7/21/23	LPolk - Leave	Vacation	2
8/30/23	LPolk - Leave	Vacation	2.75
8/31/23	LPolk - Leave	Vacation	2.5
9/1/23	LPolk - Leave	Vacation	2
9/1/23	LPolk - Leave	Vacation	1.5
9/1/23	LPolk - Leave	Vacation	2
11/3/23	LPolk - Leave	Vacation	4.5
11/3/23	LPolk - Leave	Vacation	3.5
			38.75



Larianne Polk Ed.D.

Chief Administrator

Strategic · Responsibility · Relator · Achiever · Significance

Educational Service Unit 7

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ESU 7 Goals 2023-2024

Board of Directors

- Goal 1: By July 2024, the ESU 7 board will create, roll out, and operationalize a formalized process for board recruitment, onboarding, mentoring, and boardsmanship.
 - Pre-Post engagement survey
 - Pre-Post process survey
- Goal 2: By July 2024, the ESU 7 board will attend at least two professional/personal learning events annually.
 - Pre-Post data
- Goal 3: By July 2024, the ESU 7 board will attend the corresponding school district board meetings at least once every two years to report the tailored services provided by ESU 7 and the outcomes measured.
 - Pre-Post data
- Goal 4: By July 2024, the ESU 7 board will create, roll out, and operationalize communication materials detailing tailored services and outcomes.
 - Pre-Post data

Administrator

- Goal: By 2024, use a process to allocate human, fiscal and physical resources in order to maintain (optimize) and develop (innovate) quality services
 - Actions:
 - Operationalize a data rich system to determine services to sunset, modify, and add.
 - Leadership to attend and establish the AESA Business Strategy Framework to learn of alternative funding options
 - Implement system to measure impact of services delivered
 - Work with the board to create long term plan for physical resource allocation
 - Strengthen long term plan for human capital allocation.

Directors

- Goal 1: By 2026, ESU 7 will use an established process to measure implementation and impact of targeted services.
- Goal 2: By 2024, use a process to allocate human, fiscal and physical resources in order to maintain (optimize) and develop (innovate) quality services.

Agency Team

- Goal: By January 2025, ESU 7 will host a professional development regional conference for stakeholder schools and internal ESU 7 staff.



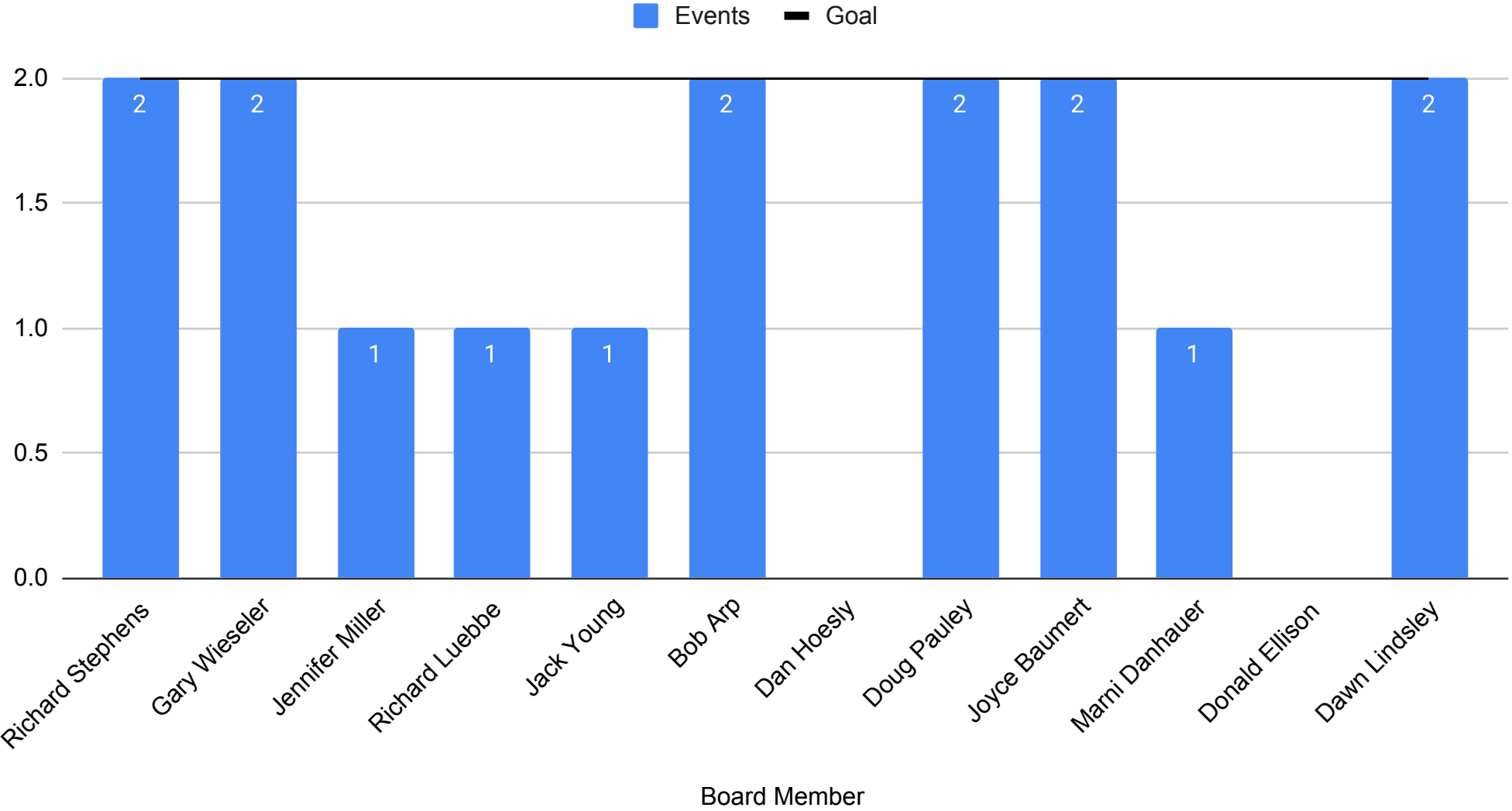
Departments

- Administration:
 - Goal 1: By July 2024, ESU 7 Administrative processes will be highly functional.
 - Goal 2: By July 2024, the Administration Department will explore accounting software programs.
- Cen7ter: Each semester at Cen7ter will prioritize job sites that we can navigate to and from in a timely manner.
- Early Childhood: By May 2025, All ESU 7 PAC members will confidently implement changes needed to IEP/IFSP/MDT processes based on Part B CAPs and new information from NDE and school lawyers.
- Grants:
 - Goal 1: By May 2023, the Grants Department will collect needs assessment data that will be compared to find areas of similarities. Similarities will lead to collaborative opportunities.
 - Goal 2: By May 2024, the Grants Department members will enhance the skills needed to train adult learners.
- Learning Academy: Given data through evidenced-based assessments, we will individualize academic and behavioral interventions as evidenced by implementation of intervention groups by October 23, 2023.
- Mental Health: By May 2024, the Mental Health Department will improve our data collection system to analyze trends and drive service delivery.
- Migrant: Create a framework identifying steps to plan for student services, enrichment programs, and educating communities about MEP.
- Network Operations: During the 23-24 school year, the Technology Department will enhance technology support by establishing subcategories, streamlining feedback processes for projects and tickets, and strengthening training and documentation resources.
- Production:
 - Goal 1: By May 2023, develop and implement a process to manage workflow with limited staff.
 - Goal 2: By May 2024, the Production Department will create a training process for our customers, which will be deployed by Spring, to enable them to fill out order forms properly.
- Professional Development:
 - Goal 1: By May 2023, we will design and implement methods for supporting districts amidst the current educational landscape.
 - Goal 2: By May of 2024, the PD Department will effectively leverage internal expertise to enhance the efficiency of internal and external communication.



- Psychology: By May 2024, the School Psychology Department will assist ESU 7 districts in improving pre-referral processes and data collection.
- Speech: By May 2024, the SLP Department will create a service delivery framework to aid in determining an appropriate service delivery plan (e.g., appropriate IEP minutes, service delivery model, etc.) based on current research, severity, and verification.
- Vision: By May 2024, the Vision Department will create a landing page that will introduce vision staff, services provided, resources and links to support students with visual impairments.

Goal 2 - Professional Events 2023-2024



ALICAP Inspection Report

Member School District: Educational Service Unit #7

Date of Inspection: November 13, 2023

NASB Loss Prevention Consultant: Ken Navratil

Key person(s) met with: Dan Ellsworth, Chairperson of the Safety and Security Committee

Phone Number: 402-564-5753

Email: ellsworth@esu7.org

“Experience Modifier” and worker injury history:

Your 2023-2024 “Experience Modifier” is 0.74. Last year it was 0.75. Excellent safety record!!

Regular Administration:

ALICAP reminds members to continue to work with your IT Director to implement the “Five Critical Controls” necessary to qualify for Ransomware coverage. Your service unit has qualified for coverage. Good job!!

If you need more information concerning Ransomware coverage contact:

Daniel Shonka

402-884-3751 Ext. 2

daniel.shonka@prmne.com

Employee and student orientation efforts address sexual abuse, sexual harassment, and appropriate communication via social media for staff and students.

Job descriptions are reviewed annually and define ‘lifting requirements’ where appropriate.

The service unit conducts and documents all required drills:

- (1) Fire drills are conducted once a month with one additional drill the first 30 days of school;**
- (2) Tornado drills are conducted during the first two weeks of school and once in March; and**
- (3) Bus evacuation drills are conducted once during the first month of school and once in January.**

Local law enforcement and fire department are familiar with the service unit building(s).

The service unit has adopted the “I Love You Guys” standard response protocol recommended by the Nebraska Department of Education.

We recommend that administrators and maintenance personnel conduct regular monthly inspections of the buildings and grounds. Document each inspection.

Does your service unit still utilize MSDS Sheets? If you do, are they placed in a common known location, assessable in an emergency situation and organized in a manner which allows for quick reference? Has your district considered the ‘Safety Data Sheets’ program, where these previous MSDS documents can be housed online? It is FREE to all ALICAP members. If interested, call Megan Boldt at 1-800-422-4572.

Safety Committee(s) & Safety Training:

Educational Service Unit #7 has a safety committee that meets quarterly. There are two sets of regulations that guide your safety committee(s). We recommend that your safety committee has separate agendas for each meeting.

- (1) The Nebraska Department of Education Rule 10 requires school districts to have a 'Safety and Security Committee'. This committee is composed of administrators, teachers, staff, parents, and students. The committee is required to meet at least once a year. The focus of this committee is to develop a 'Safety and Security Plan' for their school district to properly respond to a crisis or emergency. Rule 10 also requires a school district to bring in an outside person to conduct an annual safety review and submit a written report to the superintendent.
- (2) The state and federal worker safety laws are codified in Nebraska Statute 48-443. This law requires school districts to have a 'Labor Committee' that has representatives from each work department and meets quarterly. Keep documentation of the meetings for at least three years. The focus of this committee is on the 'day-to-day safety' of the workers and students.

All employees that have contact with students have taken the Nebraska Department of Education required suicide awareness/prevention online training.

Monthly 'Risk Alerts' from ALICAP are forwarded to all employees.

Good job with the "SafeSchools" safety training videos. We recommend including "Slips, Trips, and Falls" and "Lifting: Back and Shoulder Injuries" to your rotation of safety trainings. We also recommend the new safety training videos on cyber security.

Administrative Building/Classrooms/Storage Building:

The buildings have a controlled entry system.

The buildings have multiple surveillance cameras and recording equipment.

The fire alarm system is inspected twice a year.

The fire extinguishers are inspected annually by a qualified person.

The exits and hallways were not blocked or obstructed.

All exit lights appear to be in working condition.

The emergency lights appear to be in working condition.

There were no electrical cords on the classroom floors or in the offices that would be considered a tripping hazard.

The exits and hallways were not blocked or obstructed.

The kitchen is well organized. The hood exhaust system has been inspected.

The storage rooms are well organized. Try to add more 'shelving' whenever possible to keep things off the floor. Items on the floor become tripping hazards.

The boiler system has been inspected.

The sidewalks and parking lot appear in good condition.

Recommendations:

1. If you still utilize the MSDS sheets, you should consider the 'Safety Data Sheets' program, where these previous MSDS documents can be housed online. It is FREE to all ALICAP members. If interested, call Megan Boldt at 1-800-422-4572.
2. Good job with the "SafeSchools" online safety training videos. We recommend including "Slips, Trips, and Falls" and "Lifting: Back and Shoulder Injuries" to your rotation of safety trainings for the entire staff. We also recommend the new training videos on cyber security.
3. We recommend that each year you replace deteriorating concrete sidewalks – stay ahead of any problems.
4. We recommend that you add shelving to your storage areas whenever possible to keep things off the floor. Items on the floor become tripping hazards.
5. You have a great safety record. Keep doing what you're doing.

Reminders:

- (1) ALICAP's website/portal/platform has your district's Coverage Memo, Auto ID Cards, SafeSchools Training Status, Claims counts/dollars all in one site.
- (2) ALICAP is providing a Work Comp Claims Nurse's Line. If any employee gets hurt at work, he or she (along with their supervisor) can call the nurse's line for assistance. The phone number is 1-855-364-9865.
- (3) Homeland Security offers FREE cyber screening, vulnerability assessments, and penetration testing for schools. If you are interested, you can contact Nic Brand at Nicholas.brand@cisa.dhs.gov.

Reporting a Claim:

Workers Compensation Claims:	Jennifer Cheever	402-963-2804
Sexual Harassment/Assault Claims	Michelle Bock	402-963-2813
Auto, Property, Liability Claims:	Sarah Loftus	402-963-2861

Other Contacts:

Megan Boldt	402-422-4572 (office)	402-450-1487 (cell)
Sherri Shonka	877-649-4612 (office)	402-630-2460 (cell)
Maurice Anderson		402-955-9903 (cell)
Jay Martin (Dept. of Ed.)	402-471-2295 (office)	402-471-2944 (cell)

Because it is solely your responsibility to make safety and health inspections and take whatever actions may be necessary to prevent losses, enforce safety procedures, detect and eliminate hazardous conditions and comply with any federal, state or local law, annual NDE Rule 10 review or any other rule or regulation concerning safety or health, we must advise you that by conduction of surveys and issuing recommendation or reports, ALICAP does not undertake to render services or assume a duty to you or for your benefit or to any third person or for that person's benefit. ALICAP's surveys, recommendations and reports are made solely for the purpose of aiding us in reducing our losses and are not intended to detect or point out all the hazardous conditions on your property or in your operations. There may be hazardous conditions on your property or in your operations which have not been either detected or pointed out to you. You must not rely solely on ALICAP's surveys, recommendations or reports to discover any hazardous conditions as it is your responsibility to do so.

RESOLUTION

WHEREAS, the Board of Educational Service Unit 7, has reviewed a copy of the Special Education Expansion Program (“Program”) proposal as provided by Educational Service Unit 7 (“ESU”) who will act as Coordinating Agency for the construction or remodel of a special education building; and,

WHEREAS, the Board believes that it is in the best interest of the ESU to participate in the Program project;

NOW THEREFORE, with a quorum present and a majority of its members voting in favor, the Board hereby adopts the following Resolutions:

BE IT RESOLVED, that the ESU shall become a Partner in the Program project as outlined in the Program proposal;

BE IT RESOLVED, that the ESU shall be the Fiscal Agent for the Program project as outlined in the Program proposal;

ADOPTED AND APPROVED this 20th day of November, 2023.

Educational Service Unit 7

By: _____
Authorized Board Representative



Educational Service Unit 7

Special Education Expansion Program Proposal

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Project Proposal

The Educational Service Unit 7 located in Columbus, Nebraska, presents a proposal for the expansion of the existing ESU 7 Level III programs aimed at providing comprehensive support to students facing significant learning and developmental challenges. This proposal introduces a program referred to as "Program" within the context of this document.

The Program is designed to offer robust assistance to low-functioning students with autism or complex disorders within ESU 7 school districts situated in a seven-county vicinity, spanning from kindergarten to individuals up to the age of 21 (see [Appendix A: Project Partners](#)). An application procedure will be in place to determine the eligibility of students for enrollment in the Program (see [Appendix B: Program Application DRAFT](#)). Those enrolled in the Program will focus on developing essential life skills, enhancing social interactions, improving communication abilities, and acquiring the necessary behavioral skills to thrive in their respective environments.

The tuition and building fees associated with the Program will be invoiced to the school districts with students participating in the Program. It's important to note that building fees are not eligible for special education reimbursement, and this distinction will be clearly indicated on the tuition bill to the respective districts.

The Program is scheduled to be housed within a repurposed classroom in the Learning Academy on the ESU 7 campus, commencing in the academic year 2024-2025, with an initial limited student capacity of up to five (see [Appendix C: Timeline](#)). Following

essential renovations, the Program will be relocated to the South Building, allowing for full enrollment capacity of up to ten students beginning in August, 2025.

Rationale

ESU 7's commitment to providing comprehensive support for students with autism or similar complex disabilities of low functioning has been an ongoing and central focus for the school districts since 2014. On an annual and continuous basis, the ESU 7 Special Education Director actively collaborates with school districts to assess and address their unique special education requirements. Service contracts are meticulously tailored to address these specific needs. These critical deliberations take place during Annual Consultation Meetings, culminating in the finalization of essential services, training initiatives, and specialized support for districts, educators, and students.

The pressing need for an additional Level III program, dedicated to addressing the unique challenges posed by high-needs autism and related disorders, has consistently surfaced as a prominent concern. During the most recent service planning meeting with Superintendents, the establishment of a high-needs autism program emerged as a top priority for multiple districts. The demand for additional, highly targeted, and intensive support remains an unmet need within ESU 7's member districts.

It is important to note that while ESU 7 currently offers support to school districts, educators, and students, this assistance is not structured in the form of a specialized program situated on the ESU 7 campus. Instead, ESU 7 personnel have been instrumental in supporting schools and students through a multifaceted approach. This approach

encompasses the creation of specialized programming within districts, active involvement

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in Individualized Education Plan development, meeting support, assistance with curriculum design, behavior analysis and support, specialized training in autism and related fields for staff, and model teaching.

Service Planning

Service planning for the academic year 2023-2024 was successfully concluded in December 2022. During this period, the development of a program on the ESU 7 campus, tailored to students with severe autism or other complex disabilities, garnered heightened attention. It became apparent that a more comprehensive analysis, involving the collection of additional data and thorough discussion, was necessary to ascertain the priority of this service.

Subsequently, planning for the ESU 7 Service Plan for the academic year 2024-2025 commenced in August 2023. The perceptual data analysis underscored the imperative need for a specialized education program designed to address the unique requirements of students who exhibit low functioning capabilities. These students are predominantly afflicted by significant autism and related disorders, leading to pronounced communication and behavioral challenges.

Upon establishing the priority of implementing a program tailored to students with low functioning, severe autism, and related disorders, superintendents were tasked with initiating discussions on this program with their respective district administration teams. Subsequently, a Zoom meeting was convened on October 6, 2023, with the aim of engaging districts interested in the Program. It is noteworthy that twelve districts actively

participated in the Zoom meeting, each expressing a genuine interest and identifying potential students within their purview.

To facilitate informed decision-making at the district level, requests for cost estimations were issued in preparation for the upcoming district board meetings. Concurrently, comprehensive communication, encapsulated in [Appendix D: Correspondence](#), was disseminated to superintendents in preparation for their October 2023 board meetings.

Existing Structure

ESU 7 possesses ownership of the South Building structure, encompassing an estimated 12,000 square feet, with plans to renovate approximately 1,200 square feet, as detailed in [Appendix E: Site Plan](#). The refurbished area is slated to accommodate two (2) classrooms, one (1) wheelchair-accessible bathroom, one (1) sensory room, and two (2) recovery rooms. This renovation project will also entail the inclusion of two interior exits and one exterior exit. Furthermore, an ADA-compliant playground will be introduced as an additional feature, without necessitating modifications to the existing parking allowances.

Building Costs and Contributions

Option 1: Districts Pay Tuition + \$6800 non-reimbursable. ESU Pays \$330,000 non-reimbursable.

Estimated total budget of funds for the approximate 1,200 sq ft remodeling project is \$180,000. Cost per square foot is estimated to be \$150. If the cost per square foot is

determined to be more than the estimated cost, the project will be adjusted accordingly.
The breakdown of contributions is as follows:

- ESU 7 School District Partners: Non-reimbursable \$40 per day for enrolled students over time for remodel expenses plus \$45,000-65,000 tuition for enrolled students
- ESU 7 General Fund: up to \$30,000 additional expenses and \$300,000 playground.

Each school district Board of Education will sign a partnership contract ([Appendix F: Agreement for Payment of Funds DRAFT](#)) describing the financial responsibilities of both parties as a result of contributing dollars ([Appendix G: Resolution For District Board of Education](#)). The building will be legally owned by ESU 7 with programming advice provided by ESU 7 member districts.

Option 2: Districts Pay Tuition + \$6800 reimbursable. ESU Pays \$180,000 non-reimbursable. (THIS IS THE PREFERRED OPTION, BUT WILL NEED CONFIRMATION FROM NDE FIRST).

Estimated total budget of funds for the approximate 1,200 sq ft remodeling project is \$180,000. Cost per square foot is estimated to be \$150. If the cost per square foot is determined to be more than the estimated cost, the project will be adjusted accordingly.
The breakdown of contributions is as follows:

- ESU 7 School District Partners: Reimbursable \$40 per day over time for equipment and playground plus \$45,000-65,000 tuition for enrolled students
- ESU 7 General Fund: \$180,000 remodel expenses

Each school district Board of Education will sign a partnership contract ([Appendix F: Agreement for Payment of Funds DRAFT](#)) describing the financial responsibilities of both parties as a result of contributing dollars ([Appendix G: Resolution For District Board of](#)

[Education](#)). The building will be legally owned by ESU 7 with programming advice provided by ESU 7 member districts.

Dollars Contributed

ESU 7's special education program receives advice and input from its ESU 7 Executive Committee of Superintendents. The Committee will provide a final recommendation for dollars to contribute for the building remodel ([Appendix H: Sample Contribution Worksheet](#)).

The anticipated total dollars applied toward this building remodel **or equipment and playground** by these nineteen districts is \$180,000 **or \$330,000** with maintenance expenses ongoing. Each school district participating in the remodel project for the Program will contribute a daily building fee amount **or daily equipment fee**. A daily rate of \$40 will be added to the bill for any student attending the program. This amount is not **or is** eligible for special education reimbursement.

The successful execution of the Project hinges on the efficient staffing, provisioning, equipping, training, and overseeing of the personnel responsible for the students attending (as detailed in [Appendix I: Staff Qualifications](#)). To ensure the seamless operation of this endeavor, schools enrolling in the first year of the Project will be obligated to pay the full-year tuition along with the daily building fee, regardless of their students' attendance, except in cases where one of the following circumstances arises:

1. Expenses are adequately covered by other school districts who have students attending. This will require more than 5 students for one teacher, or no more than 10 students for two teachers.
2. If a student leaves the Program, another district fills the vacancy.

Reasons a student may not complete the year:

- Student moves
- Student becomes ill or otherwise is unable to attend
- Student violates the handbook and is expelled

General Building Specifications

In broad terms, the building remodel will encompass approximately 1,200 square feet. This structure will be thoughtfully designed to cater to the specific needs of the ESU 7 school districts, particularly in providing essential support to students facing significant language and behavioral challenges, often associated with autism or complex special education disorders (as outlined in [Appendix J: List of Structural Components](#)). The projected program is committed to adhering to the principles of the Least Restrictive Environment (LRE) as it functions not as a traditional school but as a service. This meticulous approach ensures strict compliance with LRE requirements. Furthermore, the remodeled area will be fully aligned with all necessary American with Disabilities Act (ADA) specifications.

Board Support

ESU 7 Chief Administrator and Special Education Director will visit any district Boards that request their presence to describe the Program ([Appendix K: Contact Information](#)). School districts have requested final decisions to be made on or before the end of the Fall semester 2023 for both the participating school district Boards of Education, as well as ESU 7 Board of Education.

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Appendix A: Project Partners

- Educational Service Unit No. 7 (“ESU 7”);
- Boone County School District 06-0001, commonly known as Boone Central Public Schools (“Boone Central”); and
- Merrick County School District 61-0004, commonly known as Central City Public Schools (“Central City”).
- Colfax County School District 19-0058, commonly known as Clarkson Public Schools (“Clarkson”).
- Platte County School District 71-0001, commonly known as Columbus Public Schools (“Columbus”).
- Polk County School District 72-0015, commonly known as Cross County Public Schools (“Cross County”).
- Butler County School District 12-0056, commonly known as David City Public Schools (“David City”).
- Butler County School District 12-0502, commonly known as East Butler Public Schools (“East Butler”).
- Nance County School District 63-0001, commonly known as Fullerton Public Schools (“Fullerton”).
- Polk County School District 72-0075, commonly known as High Plains Community Schools (“High Plains”).
- Colfax County School District 19-0070, commonly known as Howells-Dodge Consolidated Schools (“Howells-Dodge”).
- Platte County School District 71-0067, commonly known as Humphrey Public Schools (“Humphrey”).
- Platte County School District 71-0005, commonly known as Lakeview Community Schools (“Lakeview”).
- Colfax County School District 19-0039, commonly known as Leigh Community Schools (“Leigh”).
- Polk County School District 72-0019, commonly known as Osceola Public Schools (“Osceola”).
- Merrick County School District 61-00949 commonly known as Palmer Public Schools (“Palmer”).

- Colfax County School District 19-0123, commonly known as Schuyler Community Schools (“Schuyler”).
- Polk County School District 72-0032, commonly known as Shelby-Rising Schools (“Shelby-Rising”).
- Boone County School District 06-0017, Commonly known as St. Edward Public Schools (“St. Edward”).
- Nance County School District 63-0030, commonly known as Twin River Public Schools (“Twin River”).

Appendix B: Program Application DRAFT

ESU 7 Expanded Level III Program Application

ESU 7 Expanded Program Application 2024-2025 - Google Forms Please complete the application as thoroughly as possible. Students may be Kindergarten through age 21.

Intake process:

1. Complete this application
2. ESU 7 team reviews application
3. Representative from ESU 7 team observes student at home district
4. Student (applicant) and parent tour Program
5. ESU 7 team makes a recommendation to home district
6. If student is a fit for program, home district invites ESU 7 representative to student's IEP to discuss needs, services and placement.

If you have any questions, please contact:

Cara Neesen
ESU 7
Student Services Principal
402-564-0815 extension 1008

lpolk@esu7.org [Switch account](#)



Not shared

* Indicates required question

School District *

Your answer

School District Contact Person (Name, Phone Number, email) *

Your answer

Special Education Case manager (Name, Phone Number, email) *

Your answer

Date of Application *

Date

mm/dd/yyyy

Student's Name (First and Last) *

Your answer

Date of Birth *

Date

mm/dd/yyyy

Age and Grade Level *

Your answer _____

Gender *

☐ Female

☐ Male

☐ Prefer not to say

☐ Other _____

Student Lives with: *

☐ Parent

☐ Grandparent

☐ Foster Parent

☐ Other _____

Parent Contact Information (Name, Phone Number, Address, email) *

Your answer _____

Is Placement for Now or Later? *

- ☐ Now
- ☐ Next Semester
- ☐ Next School Year
- ☐ Other

Most Recent Special Education Eligibility Category (Include primary and secondary) *

Your answer

Why Are You Considering Placement in the New Program *

Your answer

Are Student's Parents Aware You Are Considering this Placement? *

- ☐ Yes
- ☐ No
- ☐ Other

Have You Discussed Programming Needs With Your School Psychologist? *

☐ Yes

☐ No

☐ Other

How Have You Served This Student in the Past? *

Your answer

Does This Student Have Behavioral Concerns? Is yes, explain in detail *

Your answer

Does Student Have Communication Concerns? If yes, explain in detail. *

Your answer

What Assistive Technology Does Student Use (low and high tech)? *

Your answer

Is Student Currently Under the Care of Physician for any Condition? If yes, please *
explain in detail.

Your answer _____

Is Student Currently taking Any Prescribed Medications or Herbal Remedies? If *
Yes, Please list and explain.

Your answer _____

Please indicate Student's level of independence with toileting needs (Please *
check all that apply).

- ☐ Student is completely independent (no assistance in the bathroom)
- ☐ Incontinent
- ☐ Need assistance to get on and off the toilet
- ☐ Uses a lift of some kind
- ☐ Full assistance all aspects of toileting
- ☐ Assistance now and then for accidents
- ☐ Other: _____

Does Student Have Any Dietary Restrictions? If Yes, explain. *

Your answer

Please send Most Recent IEP, MDT, FBA, and BIP to cneesen@esu7.org *

Date

mm/dd/yyyy

Submit

Clear form

Appendix C: Timeline

**All dates are approximate*

October-December 2023	Boards of Education Approval
November 2023	Project Proposal Drafted
December 2023-February 2024	Recruit and Hire Staff
January 2024	Contract with Architect
February 2024	Finish Bid Documents
March 2023	Bid the Project
March-April 2024	Open Bids, ESU 7 Board Approval
August 2024	Soft Start with Limited Capacity in Learning Academy Repurposed Classroom
May - December 2024	Remodel
January 2025	Move to Remodeled Space

Appendix D: Correspondence

Email on October 5, 2023 to ESU 7 Public School Superintendents

**Larianne Polk**

High needs program

To: Tucker Tejkl, Brent Hollinger, Chad Denker, Mark Ernst, Cole Fischer, King, Brice, Kim Beran, Jeff Anderson, Jason Schapmann, Jeff Schwartz, Jason Cline, Cc: Tami Clay, Bcc: Mindy Reed

October 5, 2023 at 2:58 PM

Hide

Good morning.

I know you all had a meeting with Tami regarding a high needs program earlier this week (Monday). She said you were asking for a VERY rough idea of what to expect in terms of cost for that program. I have some information here, but it is very rough. I am guessing high as I do not know the cost of remodel, the availability of staff, the numbers of schools or students, etc. The following information is based on \$200,000 remodel project with 5 districts, and year 1 tuition for a program with 5 students.

Each district would contribute \$10,000 year 1 and \$5,000 each year after through year 5.
* Districts not contributing at the onset of the program will be charged an extra 10% per year.

Program costs/tuition will range from \$60,000-75,000.
* We will be very transparent with the program costs after we have more information. For now, I am basing these costs on of the following:

- ~ Portion of salaries and benefits for Tami, bookkeeper, principal, custodian, IT support (we do this for each sped service now)
- ~ 1 full time teacher
- ~ 1 day/wk equivalent for SLP
- ~ 5 paras for 1:1 for each of the projected students
- ~ 1 para to float as needs arise
- ~ necessary specialized training.
- ~ equipment

This is, and will be, a costly program. ESU 3 in Papillon has a similar program and their cost of tuition is in that range.

Tami and I are working on a program description, but will not have time to put that together for you by Monday. This is what we have so far.

Description

The Educational Service Unit 7 in Columbus, NE proposes to provide an expansion to the Learning Academy program to support students in a Level III program on the ESU 7 campus. This Learning Academy II will provide ESU 7 school districts in the seven county area intense support for their lower functioning students with autism, kindergarten through the age of 21. These students will work on communication and behavioral skills necessary to function in their environments. The Learning Academy II will be located in the ESU 7 South Building. .

Support for low functioning students with autism has been a priority for schools since 2014. In the years since, ESU 7 has supported these schools and students by assisting with creating programming at districts, Individualized Education Plan development and meeting support, curriculum design assistance, behavior support and analysis, autism training to staff, and model teaching. As a result of Service Planning work in December 2022 and again in the perceptual data dig in August 2023, students with low functioning autism with behavior and communication needs were elevated to a level school districts inquired about the development of a program located on the ESU 7 campus with anticipated opening to be Fall 2024.

Please call my cell phone if you have any questions. I am out of state at an advocacy conference in DC until late Friday. Let me know how I can help you.



Larianne Polk Ed.D.

Chief Administrator

Strategic • Responsibility • Relator • Achiever • Significance

Educational Service Unit 7

Address: 2657 44th Ave., Columbus, NE 68601

Phone: (402) 564-5753 Ext.1001

Mobile: (402) 720-4977

Website: www.esu7.org

Lead • Support • Customize • Innovate



Minutes after discussion in October 17, 2023 Superintendent Meeting

8:30-9:00 am - High Needs Autism Program Discussion

- Notes:
 - Autism Program:
 - Total cost. If only 5 at the beginning what is the criteria. If no room, then what?
 - Waiting list
 - If no join now, what about the 10% penalty
 - If districts decide to do the \$40 per day rate, there will be no penalty
 - How do ESU funds work?
 - ESU 7's budget is funded less than 1/3 property tax, 1/3 grants, and more than 1/3 contracts with districts
 - No authority to levy for a building fund
 - All special education programs are 100% funded by contracts
 - Discussed options on if you contribute funds now, or if you wait until you send kids.
 - Need to ask the Schools which option to use.
 - Will do in a Google Form
 - 3 options in the program
 - 30K over 5 years with penalty
 - 5k start up and 40d/day
 - 40d/day
 - Projected budget for the program
 - Approximately \$180,000 remodel
 - Estimated \$45,000-65,000 per year tuition
 - Several clarifying questions about year one options are for commitment, and if any portions are reimbursable.
 - Daily rate and building contributions not reimbursable
 - Will be called an expanded Level III program, not necessarily an autism program, in order to not unintentionally restrict to one disability.
 - Can a 1:1 come with the student
 - This will be something to determine on case by case basis

Discussion in October 17, 2023 Superintendent Meeting

8:30-9:00 am - High Needs Autism Program Discussion

- Update on the Special Education Autism Program
 - Working on the proposal. Will be presented to the ESU 7 Board during our November meeting.
 - Working hard to put together a detailed budget.
 - Districts agreed to having a building fee added to the enrolled student tuition.

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Discussion in October 17, 2023 Executive Superintendent Committee Meeting

11:30am-1:30pm - High Needs Autism Program Discussion

- Discussed other options for payment of the program in order for districts to receive maximum reimbursement.
 - Option 1:
 - \$45,000-65,000 tuition + \$6,800 building fee (\$40 per day) for enrolled students.
 - ESU 7 Board Pay for equipment and supplies and playground, approximately \$330,000.
 - Reimbursement
 - This option will provide schools with reimbursable expenses for the tuition.
 - Approx. \$52,000 per enrolled student
 - ESU is not reimbursed for any of their expenses, approximately \$330,000
 - Option 2:
 - \$45,000-65,000 tuition + \$6,800 equipment fee (\$40 per day) for enrolled students.
 - ESU 7 Board Pay for remodel, approximately \$180,000.
 - Reimbursement
 - This option will provide schools with reimbursable expenses for the tuition and equipment
 - Approx. reimbursed amount is \$52,000 + \$5,440 per enrolled student
 - ESU is not reimbursed for any of their expenses, approximately \$180,000
- Discussed getting a grant to support the build of the playground. Polk explained ESUs are not considered schools or LEAs so we do not qualify for the grants. CPS offered to have us use their foundation to apply for the grant.

Email sent to superintendents 11/7/2023

Attached to this email is the draft of the proposal. I have included 2 options, but they are not needing a decision by you. If NDE says I can include equipment in the rate AND that is reimbursable, we will go with **Option 2**. Tami is checking on that. Either way, your contribution is \$40 per day. I just hope we can get you reimbursement on that amount.

- Option 1:
 - \$45,000-65,000 tuition + \$6,800 building fee (\$40 per day) for enrolled students.
 - ESU 7 Board Pay for equipment and supplies and playground, approximately \$330,000.
 - Reimbursement
 - This option will provide schools with reimbursable expenses for the **tuition only**.
 - Approx. **\$52,000** per enrolled student
 - ESU is not reimbursed for any of their expenses, approximately \$330,000
- Option 2:
 - \$45,000-65,000 tuition + \$6,800 equipment fee (\$40 per day) for enrolled students.
 - ESU 7 Board Pay for remodel, approximately \$180,000.
 - Reimbursement
 - This option will provide schools with reimbursable expenses for the **tuition and equipment**
 - Approx. **\$52,000 + \$5,440** per enrolled student
 - ESU is not reimbursed for any of their expenses, approximately \$180,000



Larianne Polk Ed.D.
Chief Administrator
Strategic · Responsibility · Relator · Achiever · Significance

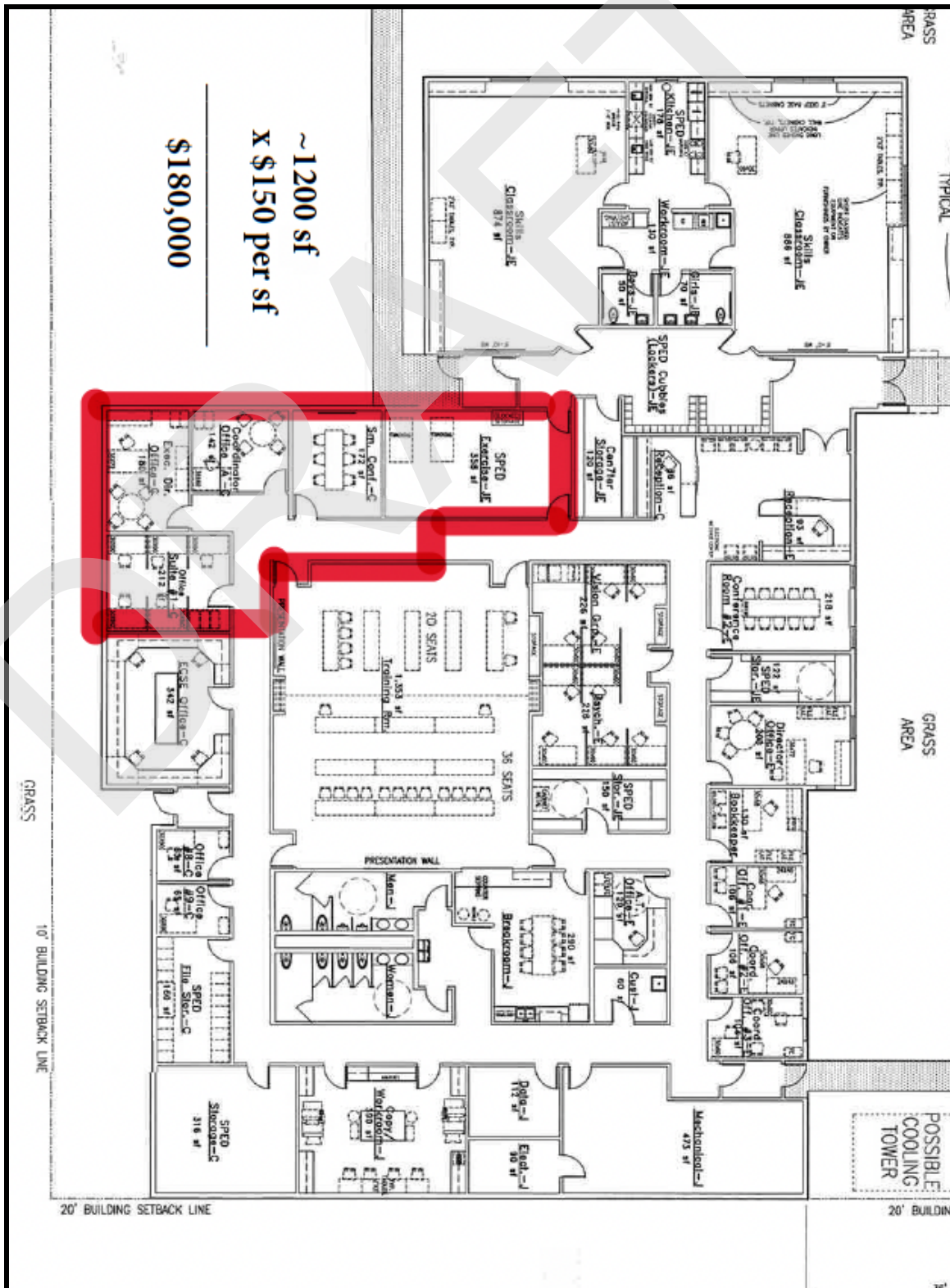
Educational Service Unit 7
Address: 2657 44th Ave., Columbus, NE 68601
Phone: (402) 564-5753 Ext.1001
Mobile: (402) 720-4977
Website: www.esu7.org
Lead • Support • Customize • Innovate

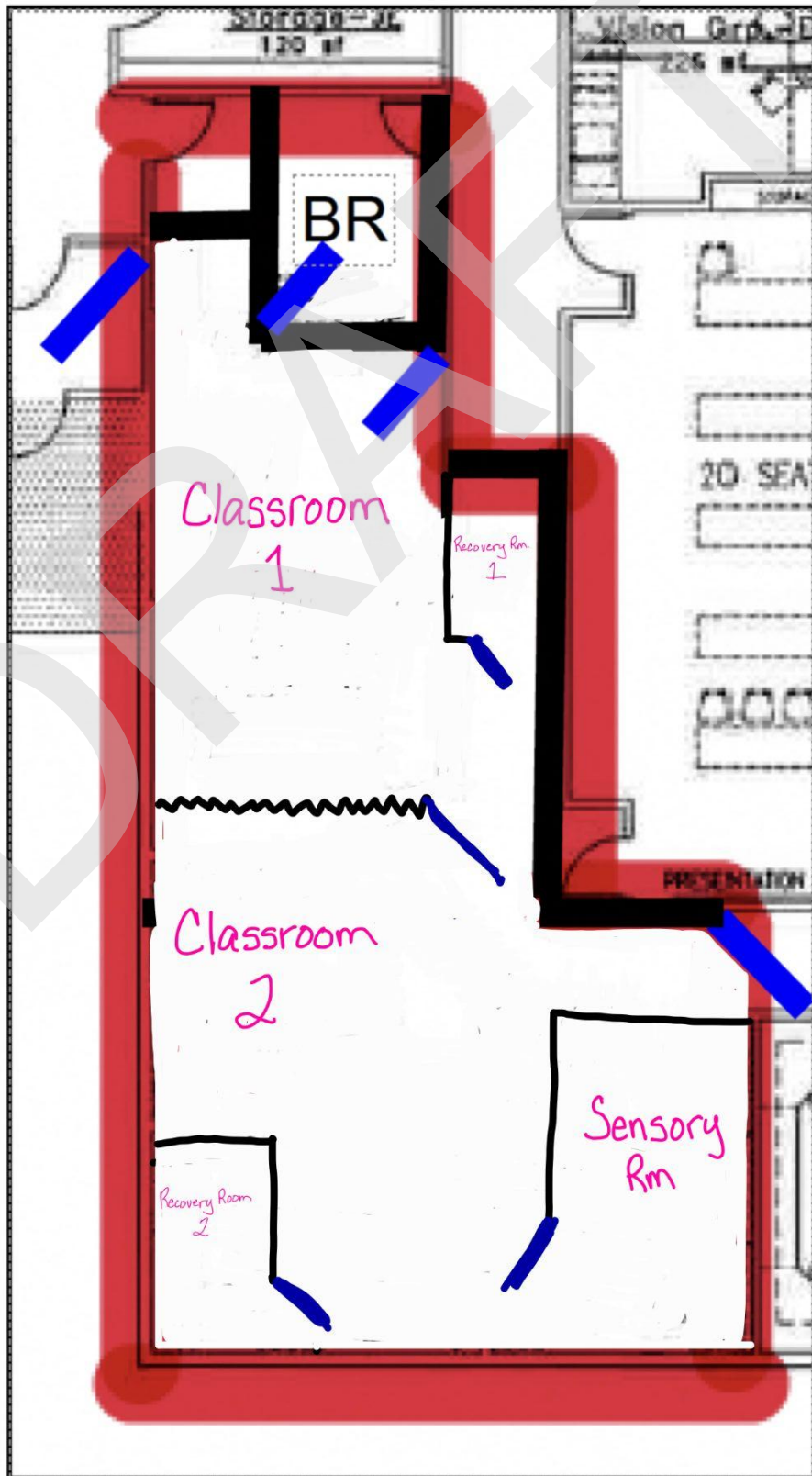
  

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Appendix F: Agreement for Payment of Funds DRAFT

Draft

11-7-2023

Draft

INTERLOCAL AGREEMENT FOR SPECIAL EDUCATION BUILDING PROJECT

This Interlocal Agreement ("Agreement") is made and entered into under the provisions of the Nebraska Interlocal Cooperation Act, NEB. REV. STAT. §§ 13-801 to 13-827 ("Act"), between:

- Educational Service Unit No. 7 ("ESU 7");
- Boone County School District 06-0001, commonly known as Boone Central Public Schools ("Boone Central"); and
- Merrick County School District 61-0004, commonly known as Central City Public Schools ("Central City").
- Colfax County School District 19-0058, commonly known as Clarkson Public Schools ("Clarkson").
- Platte County School District 71-0001, commonly known as Columbus Public Schools ("Columbus").
- Polk County School District 72-0015, commonly known as Cross County Public Schools ("Cross County").
- Butler County School District 12-0056, commonly known as David City Public Schools ("David City").
- Butler County School District 12-0502, commonly known as East Butler Public Schools ("East Butler").
- Nance County School District 63-0001, commonly known as Fullerton Public Schools ("Fullerton").
- Polk County School District 72-0075, commonly known as High Plains Community Schools ("High Plains").
- Colfax County School District 19-0070, commonly known as Howells-Dodge Consolidated Schools ("Howells-Dodge").
- Platte County School District 71-0067, commonly known as Humphrey Public Schools ("Humphrey").
- Platte County School District 71-0005, commonly known as

- Lakeview Community Schools ("Lakeview").
- Colfax County School District 19-0039, commonly known as Leigh Community Schools ("Leigh").
 - Polk County School District 72-0019, commonly known as Osceola Public Schools ("Osceola").
 - Merrick County School District 61-00949 commonly known as Palmer Public Schools ("Palmer").
 - Colfax County School District 19-0123, commonly known as Schuyler Community Schools ("Schuyler").
 - Polk County School District 72-0032, commonly known as Shelby-Rising Schools ("Shelby-Rising").
 - Boone County School District 06-0017, Commonly known as St. Edward Public Schools ("St. Edward").
 - Nance County School District 63-0030, commonly known as Twin River Public Schools ("Twin River").

The school districts are referred to collectively as "Districts." ESU 7 and the Districts are referred to collectively as "Parties."

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

WHEREAS, the Parties are a school district and an ESU and, therefore, also public agencies and political subdivisions of the State of Nebraska;

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

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

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

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

2. Purpose. The purpose of this Agreement is to construct and operate a special education program (hereinafter "Program") at ESU 7 and to enter into any arrangements or agreements that are desirable or necessary to achieve this purpose.

3. Term. This Agreement shall commence on January 1, 2024 and shall continue until terminated by the Parties as provided herein.

4. Administration. The School Districts' superintendents and the ESU 7 Administrator ("Administrators") shall be responsible for jointly administering the cooperative undertaking described in this Agreement. The Administrators, may take any action authorized, either explicitly or implicitly, by the Interlocal Cooperation Act, including any action that may be necessary to perform the duties and functions as provided in this Agreement.

5. Fiscal Agent. ESU 7 shall serve as the fiscal agent for the purposes of this Agreement. The fiscal agent shall segregate funds contributed to a project pursuant to this Agreement from other funds it maintains and shall provide quarterly statements to the Parties of all activity. The fiscal agent will thereafter be authorized to make all necessary and appropriate expenditures in support of the project, unless said expenditures would cause the project to exceed the approved budget by more than \$100,000. If the fiscal agent deems it necessary to exceed a project budget by more than \$100,000, the agent shall request approval from the Parties' boards of education for the over-budget expenditure.

6. Control and Supervision. ESU 7 shall exercise the degree of control and supervision of the Program as necessary to achieve the purpose(s) of this agreement. Such control and supervision will include the enforcement of any rules and regulations adopted by the Parties for the safety of persons engaged in use of the Program.

7. Operations and Use. ESU 7 shall develop, on or before July 1, 2024), a plan for the operation of the Program (hereinafter "Use Schedule"). The Use Schedule may be amended or changed from time to time by ESU 7.

8. Use of Program by Other Persons or Organizations. The Parties may allow other individuals, entities, or organizations as is allowed by ESU 7 Facilities Use Policy.

9. Care and Maintenance. ESU 7 shall be responsible for the general maintenance and care of the Program, subject to financial payments or contributions made by the Districts.

10. Program Improvements. ESU 7 may make such alterations, improvements, and repairs to the Program as it desires without other Parties' approval. In circumstances where (1) capital construction additions

or improvement expenses will be passed on to the Parties, the other Parties' must approve said Program improvements in writing and (2) the alterations, improvements, or repairs that need to be approved by the appropriate regulatory authority are so approved by that authority. Each Party agrees to be responsible for the payment of any and all repairs, alterations, improvements, and replacements it makes to the Program except as otherwise agreed to by the parties in writing. All improvements made to the Program shall be and remain the personal property of the Party that owns the real property on which the improvements are located upon the termination of this Agreement, and shall remain with the Program at the termination of this Agreement for any reason.

11. Utilities. ESU 7 shall be responsible for the payment of all utilities.

12. Financial Contribution. The Program will be funded in two ways.

A. Program Tuition.

1. Parties with eligible students enrolled in the Program the first academic year, 2024-2025, will be obligated to pay the full-year tuition regardless of their students' attendance, except in cases where one of the following circumstances arises: (1) Expenses are adequately covered by other school districts who have students attending. This will require more than 5 students for one teacher, or no more than 10 students for two teachers, or (2) If a student leaves the Program, another district fills the vacancy.
2. After the first academic year, 2025-2026 and beyond, will pay tuition for eligible students enrolled in the Program.

B. Building Fee.

1. Each Party shall pay a \$40 daily building fee for students who attend the Program. This building fee is not eligible for special education reimbursement.

13. ESU 7 Responsibilities. ESU7 agrees to act as the Consortium Coordinating Agency, and as such, agrees to:

- A.** Furnish the Special Education personnel for the Program as well as administrative personnel to manage all administrative duties in regard to this Agreement.
- B.** Perform all the bookkeeping and financial operations necessary to manage this Agreement.
- C.** Prepare and submit all necessary reports and agreements as required for the management of this Agreement.

D. Not exceed the budget or spending guidelines as set forth in the School District's monetary contribution.

14. Expenses. Unless provided otherwise herein, all expenses resulting from this Agreement shall be shared and paid equally by the Parties.

15. Manner of Acquiring, Holding, and Disposing of Real and Personal Property. The Parties' respective governing boards shall determine the manner of acquiring, holding, or disposing of real property in the event that such a need arises. In no event shall the Administrators have the authority to acquire real property on behalf of the Parties. The Administrators shall have the authority to acquire and hold any personal property that is needed or required for the implementation of any purpose of this Agreement. The title to all such personal property shall be held in the name of ESU 7. ESU 7 shall have the authority to dispose of such personal property, provided that (a) any such disposal shall comply with state law, and (b) any funds raised from such sale shall be shared by the parties in proportion to their contribution made to obtain the property.

16. Financing and Budgeting. The Administrators will prepare and approve a budget on an annual basis based on a fiscal year that begins on September 1st and ends on August 31st. Each Party will budget separately to pay the costs and expenses that it will reasonably and necessarily incur to fulfill its obligations under this Agreement. Each Party agrees to pay an amount determined by the Administrators to fulfill its share and obligations under the budget pursuant to any terms or deadlines determined by the Administrators.

17. Damage or Destruction. The Parties agree that in the event of the damage or destruction of the Program, they shall be restored to the same use to the extent possible with insurance proceeds. No party shall be obligated to restore the Program beyond what can be provided with insurance proceeds. In the event that insurance proceeds are insufficient to repair or replace the Program, this Agreement shall terminate.

18. Taxes. This Agreement does not grant the Parties any authority to levy, collect, or account for any tax authorized under sections 13-318 through 13-326 or 13-2813 through 2816. The Party owning the Property will be liable for any real estate tax or assessment on such Property.

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

20. Employment Eligibility Verification. The Parties shall use a federal immigration verification system to determine the work eligibility

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

21. Termination. The Parties may terminate this Agreement prior to its scheduled termination date only if each of the Parties' governing boards pass a resolution and submit a copy of it to the other Parties. Any funds or property in possession of the Parties as a result of this Agreement shall be divided and distributed to the party that contributed it or funded its purchases. Termination shall not relieve a Party of any obligation for its share of any outstanding indebtedness or expense incurred under this Agreement.

22. Default. A party shall be in default under this Agreement if it breaches, defaults on or otherwise fails to perform or satisfy any agreement, obligation, term, covenant, condition or provision set forth herein or arising hereunder, and such breach, default or failure to perform continues for a period of thirty (30) days after the party receives written notice of such breach or failure to perform from the other party; or, if such breach cannot reasonably be cured within such 30-day period, and the breaching party fails to commence to cure such breach within such thirty (30) days after notice from the non-breaching party or fails to proceed diligently to cure such breach within a reasonable time thereafter. Upon default by a party, the remaining parties may pursue any remedy provided by law.

23. Liability Insurance. Each party shall obtain and pay for its own liability insurance coverage for their participation in this Agreement. The minimum coverage under such insurance shall be \$1,000,000 for one accident and \$5,000,000 in the aggregate.

24. New Members. The Parties may add additional parties to this Agreement by the majority consent of the then current member Parties. The Administrators shall establish the fees, costs, charges, assessments, and other conditions required for participation by the new member.

25. Notice. Each Party giving any Notice ("Notice") under this Agreement must give written Notice by personal delivery, registered or certified Mail (in each case, return receipt requested and postage prepaid), or electronic mail to the School Districts' superintendents and the ESU 7 Administrator at the address on file with the Nebraska Department of Education. Notice is effective only if the party giving the Notice has complied with this section.

26. Indemnification. To the extent permitted by applicable law, but without waiving any rights under any applicable state governmental

immunity act, the Parties shall each indemnify and hold harmless the other and its directors, officers, and employees, from any claims, expenses (including attorneys' fees and litigation expenses), damages or losses it may suffer as a result of any claims made regarding the validity of this Agreement; the effect of this Agreement on the expenditure or revenue authority of the Parties, including but not limited to taxpayer or regulatory claims; or any failure of a Party to comply with its responsibilities under this Agreement.

27. Reservation of Rights. Each party reserves the right to enforce its own rights, obligations, or benefits of this Agreement.

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

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

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

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

32. Entire Agreement. The Agreement is the complete and exclusive expression of the Parties' agreement on the matters contained in this Agreement. All prior and contemporaneous negotiations and agreements between the Parties on the matters contained in this Agreement are expressly merged into and superseded by this Agreement.

[Each district will be identified here]

By: _____

Name: _____

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Title: _____

Date: _____

EDUCATIONAL SERVICE UNIT NO. 7

By: _____

Name: _____

Title: _____

Date: _____

Appendix G: Resolution for District Board of Education

RESOLUTION

WHEREAS, the Board of [insert school district name here] (“School District”), has reviewed a copy of the ESU 7 Special Education Expansion Program (“Program”) proposal as provided by Education Service Unit 7 (“ESU”) who will act as Coordinating Agency for the construction or remodel of a special education building; and,

WHEREAS, the Board believes that it is in the best interest of the School District to participate in the Program project;

NOW THEREFORE, with a quorum present and a majority of its members voting in favor, the Board hereby adopts the following Resolutions:

BE IT RESOLVED, that the School District shall become a Partner School District in the Program project as outlined in the Program proposal;

ADOPTED AND APPROVED this _____ day of Month XX, 20XX.

[insert school district name here]

By: _____
Authorized Board Representative

Appendix H: Sample Contribution Worksheet

Option 1: Districts Pay Tuition + \$6800 non-reimbursable. ESU Pays \$330,000 non-reimbursable.

Participating Districts	Year 1 170 Days		Year 2 170 Days		Year 3 170 Days		District Totals		*ESU Start Up \$180,000+ \$300,000+ \$30,000= \$510,000
	Building Fee (\$40/day)	Tuition	Building Fee (\$40/day)	Tuition	Building Fee (\$40/day)	Tuition	Total Cost	80% Reimbursed	Balance
Student 1	\$6,800	\$65,000	\$6,800	\$65,000	\$6,800	\$65,000	\$215,400	\$156,000	\$489,600
Student 2	\$6,800	\$65,000	\$6,800	\$65,000	\$6,800	\$65,000	\$215,400	\$156,000	\$469,200
Student 3	\$6,800	\$65,000	\$6,800	\$65,000	\$6,800	\$65,000	\$215,400	\$156,000	\$448,800
Student 4	\$6,800	\$65,000	\$6,800	\$65,000	\$6,800	\$65,000	\$215,400	\$156,000	\$428,400
Student 5	\$6,800	\$65,000	\$6,800	\$65,000	\$6,800	\$65,000	\$215,400	\$156,000	\$408,000
Totals per year	\$34,000	\$325,000	\$34,000	\$325,000	\$34,000	\$325,000	\$1,077,000	\$780,000	Total Paid End of Yr. 3
* Over 3 year period, \$0 in reimbursement for the Building fee. ESU pays all \$330,000									\$102,000

Option 2: Districts Pay Tuition + \$6800 reimbursable. ESU Pays \$180,000 non-reimbursable.

Participating Districts	Year 1 170 Days		Year 2 170 Days		Year 3 170 Days		District Totals		*ESU Start Up \$180,000+ \$300,000+ \$30,000= \$510,000
	Equipm ent Fee (\$40/day)	Tuition	Equipm ent Fee (\$40/day)	Tuition	Equipm ent Fee (\$40/day)	Tuition	Total Cost	80% Reimbu rsed	Balance
Student 1	\$6,800	\$65,000	\$6,800	\$65,000	\$6,800	\$65,000	\$215,400	\$172,320	\$489,600
Student 2	\$6,800	\$65,000	\$6,800	\$65,000	\$6,800	\$65,000	\$215,400	\$172,320	\$469,200
Student 3	\$6,800	\$65,000	\$6,800	\$65,000	\$6,800	\$65,000	\$215,400	\$172,320	\$448,800
Student 4	\$6,800	\$65,000	\$6,800	\$65,000	\$6,800	\$65,000	\$215,400	\$172,320	\$428,400
Student 5	\$6,800	\$65,000	\$6,800	\$65,000	\$6,800	\$65,000	\$215,400	\$172,320	\$408,000
Totals per year	\$34,000	\$325,000	\$34,000	\$325,000	\$34,000	\$325,000	\$1,077,000	\$861,600	Total Paid End of Yr. 3
** Over 3 year period, districts will receive \$16,320 in equipment fee reimbursement. ESU pays \$180,000									\$102,000

Appendix I: Staff Qualifications

Position	Training	Equipment	Approximate Cost
Teacher	Special Education Teaching Certificate Additional ASD and Behavioral training Provided by ESU 7	Computer	Summer training Salary and Benefits for 2024-2025 school year 1.0 FTE
Paraeducator	ASD and Behavioral Training Provided by ESU 7	Lockers/cabinets Computers	Summer training Salary and Benefits for 2024-2025 school year 6.0 FTE
Speech-Language Pathologist	Masters Communication Disorders Additional ASD and Behavioral training Provided by ESU 7	Computer	Summer training Salary and Benefits for 2024-2025 school year .20 FTE
Behavioral Consultant	BCBA .40 FTE	Computer Data Collection Software	Pay for providing Summer training to staff Consultation time .4 FTE

Appendix J: List of Structural Components

Room	Components/Equipment	Approximate Cost
Classroom 1	SLP Desk 5 student work stations 7 student chairs with flexible seating options 7 adult chairs Counter and cupboards above and below Marker Board Projector Kidney Shaped table and 5 student chairs Noise Canceling headphones for each student iPad for each student Light covers Data Collection Software Program/Curriculum Room Divider so Classroom 1 and 2 can be opened if needed.	
Classroom 2	5 student work stations 7 student chairs with flexible seating options Teacher Desk and 7 adult chairs Counter and cupboards above and below Marker Board Projector Kidney Shaped table and 5 student chairs Noise Canceling headphones for each student iPad for each student Light covers Portable Room Dividers for student workstations	

	Data Collection Software Program/Curriculum 18 Lockers	
Storage Room	Shelves and locking cabinets	
Restroom	Toilet, sink and mirror, and storage cabinet ? Double kitchen sink for clean up and crafts etc?	
Sensory Room	Bubble Tube Two mirrors Rocking Chairs Bean Bag Chairs Mats Light boxes Texture (variety) Bin sensory activities Weighted vest and lap blanket Sensory tube or tent Table and chairs Music Light covers 2-3 lamps	
Cool Down/Dignity Rooms	Mats	

Appendix K: Contact Information

ESU 7 Chief Administrator

Dr. Larianne Polk

lpolk@esu7.org

402-564-5753

ESU 7 Special Education Director

Tami Clay

tclay@esu7.org

402-564-0815

ESU 7 Level III Principal

Cara Neesen

cneesen@esu7.org

402-564-5753

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DRAFT

RESOLUTION

WHEREAS, the Board of Educational Service Unit 7, has reviewed a copy of the Special Education Expansion Program ("Program") proposal as provided by Educational Service Unit 7 ("ESU") who will act as Coordinating Agency for the construction or remodel of a special education building; and,

WHEREAS, the Board believes that it is in the best interest of the ESU to participate in the Program project;

NOW THEREFORE, with a quorum present and a majority of its members voting in favor, the Board hereby adopts the following Resolutions:

BE IT RESOLVED, that the ESU shall become a Partner in the Program project as outlined in the Program proposal;

BE IT RESOLVED, that the ESU shall be the Fiscal Agent for the Program project as outlined in the Program proposal;

ADOPTED AND APPROVED this 20th day of November, 2023.

Educational Service Unit 7

By: _____

Authorized Board Representative



Administrator Evaluation

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



QUESTIONS ON THE ELECTRONIC EVALUATION:

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
☐	☐	☐	☐	☐
II. COMMUNITY RELATIONSHIPS				
Component 2. Maintains two-way interactions with member districts, business partners, stakeholders, media, and legislators.				
*Unsatisfactory	Basic	Proficient	*Distinguished	Not Observed
☐	☐	☐	☐	☐
III. STAFF AND PERSONNEL RELATIONSHIPS				
Component 3. Provides direction to Leadership Team, resulting in high quality work.				
*Unsatisfactory	Basic	Proficient	*Distinguished	Not Observed
☐	☐	☐	☐	☐
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
☐	☐	☐	☐	☐
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
☐	☐	☐	☐	☐
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
☐	☐	☐	☐	☐
VII. PROFESSIONAL GROWTH				
Component 7. Takes part in on-going professional development activities both organized and individual.				
*Unsatisfactory	Basic	Proficient	*Distinguished	Not Observed
☐	☐	☐	☐	☐
SUMMARY/ADDITIONAL COMMENTS:				

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