



**Regular Board of Education Meeting**  
Educational Service Unit 7, A/B Conference Room  
2567 44th Avenue  
Columbus, NE 68601  
Monday, May 19, 2025 at 5:30 PM  
Posted Locations:

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

Posted Date: 05/10/2025

Attendance Taken at 5:31 PM.

Bob Arp:	Present
Joyce Baumert:	Absent
Amy Blaser:	Absent
Marni Danhauer:	Absent
Karen Gomez:	Present
Don Graff:	Present
Beth Kabes:	Absent
Dawn Lindsley:	Present
Doug Pauley:	Present
Richard Stephens:	Absent
Jack Young:	Present

Present: 6, Absent: 5.

Clark is Present

Attendance Update Taken at 5:53 PM.

Amy Blaser: Present

Present: 7, Absent: 4.

Clark is Present

Attendance Update Taken at 5:55 PM.

Beth Kabes: Present

Present: 8, Absent: 3.

Clark is Present

{{Name: Agenda Item Name}}

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](http://www.esu7.org) and posted at location of meeting. Notice of this meeting was also given in advance to all members of the Board of 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.

Board President Doug Pauley called the meeting to order at 5:31 pm.

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

**Administrator Recommendation:** Discuss, consider and take all necessary action to approve Board member absences.

Discuss, consider and take all necessary action to approve Board member absences as presented Passed with a motion by Bob Arp and a second by Jack Young.

Joyce Baumert: Absent

Amy Blaser: Absent

Marni Danhauer: Absent

Beth Kabes: Absent

Richard Stephens: Absent

Bob Arp: Yea

Karen Gomez: Yea

Don Graff: Yea

Dawn Lindsley: Yea

Doug Pauley: Yea

Jack Young: Yea

Yea: 6, Nay: 0, Absent: 5

Board members Joyce Baumert, Marni Danhauer, and Richard Stephens notified Administrator Elmshaeuser and Board President Doug Pauley that they would not be able to attend. Board members Amy Blaser and Beth Kabes notified they would be arriving late.

#### 1.4. Pledge of Allegiance

### 2. Approval of Agenda

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

**Administrator Recommendation:** Discuss, consider and take all necessary action to approve the agenda as presented.

Discuss, consider and take all necessary action to approve the agenda as presented

Passed with a motion by Dawn Lindsley and a second by Don Graff.

Joyce Baumert: Absent

Amy Blaser: Absent

Marni Danhauer: Absent

Beth Kabes: Absent

Richard Stephens: Absent

Bob Arp: **Yea**

Karen Gomez: **Yea**

Don Graff: **Yea**

Dawn Lindsley: **Yea**

Doug Pauley: **Yea**

Jack Young: **Yea**

Yea: 6, Nay: 0, Absent: 5

### 3. Welcome Visitors Beth Ericson, ESU 7's new Professional Development Director, beginning July 1, 2025 was in attendance.

### 4. 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.

### 5. 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

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

Discuss, consider and take all necessary action to approve the consent agenda as presented Passed with a motion by Jack Young and a second by Doug Pauley.

Joyce Baumert: Absent  
 Amy Blaser: Absent  
 Marni Danhauer: Absent  
 Beth Kabes: Absent  
 Richard Stephens: Absent  
 Bob Arp: Yea  
 Karen Gomez: Yea  
 Don Graff: Yea  
 Dawn Lindsley: Yea  
 Doug Pauley: Yea  
 Jack Young: Yea

Yea: 6, Nay: 0, Absent: 5

5.1. Minutes

**This is a consent item.**

5.2. Presentation of Bills #79696 through #79859 totaling \$959,460.73

The summary of bills for the current month total: \$959,460.73 - Bills #79696 through #79859

General Activity Fund total: No activity.

	Amount	Vendor	Description
79702	\$7,428.11	Applied Connective Technologies	Bridges Project - Security for door/locks
79719	\$17,630.18	Eakes Office Solutions	Copier contracts
79726	\$17,614.17	ESUCC	NCNE salaries/SDA registrations
79777	\$13,354.91	Pearson Assessment	SPED testing/licenses/software
79779	\$13,114.59	PowerSchool	Records and Perform software agreements 25-26
79787	\$5,857.40	State of NE DAS State Accounting	Network service charges
79793	\$5,420.00	University of NE - Lincoln	ASD Conference registrations
79801	\$7,662.20	Amy Mazankowski	Contracted Bridges Admin.

**This is a consent item.**

5.3. Reading of Article III, Section 7, G Internet Safety Policy

**This is a consent item.**

5.4. Reading of Article IV, Section 2, A Staff Handbooks and Job Descriptions

**This is a consent item.**

5.5. Reading of Article V, Section 5, C Use of Restraints and Seclusion

**This is a consent item.**

5.6. Reading of Article V, Section 5, D Removal of Students and Interview of Students

**This is a consent item.**

5.7. Reading of Article V, Section 5, E Animals at ESU 7

**This is a consent item.**

5.8. Reading of Article V, Section 6, A Student/Parent Handbook

**This is a consent item.**

5.9. Reading of Article V, Section 6, B Search and Seizure

**This is a consent item.**

5.10. Reading of Article V, Section 6, C Anti-Bullying

**This is a consent item.**

5.11. Reading of Article V, Section 7, A Prohibition on Mandatory Medication

**This is a consent item.**

5.12. Reading of Article V, Section 7, B Dispensing Medications

**This is a consent item.**

5.13. Reading of Article V, Section 7, C Student Self-Management of Asthma, Anaphylaxis and Diabetes

**This is a consent item.**

5.14. Reading of Article V, Section 7, E Emergency Medical Aid

**This is a consent item.**

5.15. Reading of Article V, Section 7, F Wellness

**This is a consent item.**

5.16. Reading of Article V, Section 8, A Required Trainings

**This is a consent item.**

5.17. Reading of Article V, Section 9, A Procedures for Control of Infections Diseases

**This is a consent item.**

5.18. Reading of Article V, Section 9, B Emergency Closure of ESU 7 Buildings

**This is a consent item.**

5.19. Reading of Article V, Section 9, C Emergency Exclusion of Persons from ESU 7

**This is a consent item.**

5.20. Reading of Article V, Section 10, A Student Fees

**This is a consent item.**

5.21. Reading of Article V, Section 11, A Safe Pupil Transportation Plan

**This is a consent item.**

5.22. Reading of Article V, Section 11, B Safe Driving Standard for Drivers

**This is a consent item.**

5.23. 2025-2026 Contract for Angel Mayberry, Early Learning Connection Grant Coordinator **This is a consent item.**

5.24. Excess Lodging and Meals

Excess Lodging and Meals:

- The Grants Department had excess travel to report:
  - Autism Spectrum Disorder Conference, Kearney, NE (April 3-4, 2025)
    - Jenna Mattox - \$34.95, lodging
    - JoLynn Kahlandt - \$69.90, lodging
  - Nebraska Association of School Business Officials State Convention, Lincoln, NE (April 24-25, 2025)
    - Susan Olmer - \$78.00, lodging
  - National Training Institute Conference, Tampa, FL (April 22-25, 2025)
    - Amy Richards - \$42.21, lodging

**This is a consent item.**

5.25. 2025-2026 Non-Member Contract for Services Board Policy requires the Board to annually approve a Non-Member School Contract for Services Agreement.

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

**This is a consent item.**

6. Board Code of Ethics and Oath of Office - District 4, Clark Lehr Clark Lehr was appointed as the District 4 Board Member for ESU 7. The May 2025 Board Meeting is the first meeting for Clark Lehr since the appointment. It is required for all board members to recite the oath of office and sign off on it as well as the Code of Ethics annually.

**I, \_\_\_\_\_, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of Nebraska, against all enemies, foreign and domestic; that I will bear true faith and**

**allegiance to the same; that I take this obligation freely and without mental reservations, or for purpose or evasions; and that I will faithfully and impartially perform the duties of the office of member of the Board of Educational Service Unit No. 7, according to law, to the best of my ability. And I do further swear that I do not advocate, nor am I a member of any political party or organization that advocates the overthrow of the government of the United States or this State by force or violence; and that during such time that I am in this position I will not advocate nor become a member of any political party or organization that advocates the overthrow of the government of the United States or this State by force or violence. So help me God.** Clark Lehr recited and signed the Oath of Office and signed the ESU 7 Code of Ethics.

7. May 2025 Board Spotlight - Print Shop Tour Print Shop Director, Marci Ostmeyer, will lead a tour of the Print Shop for the May Board Spotlight. The Print Shop tour was canceled due to the weather conditions. Director Marci Ostmeyer gave an overview of the Print Shop.

During the school year, the Print Shop has 3 employees. ESU 7 does the bulk of printing for Columbus Public Schools. This includes printing, copying and laminating. Most orders from ESU 7 districts come in through an online ordering system. The Print Shop on average produces around 11 million copies a year. During the summer, there are over 50,000 booklets copied. Summer employees have been hired. One started last week and the other starts on Wednesday, May 21. The Print Shop's promise to districts over the summer is if orders are submitted by June 1st, orders are guaranteed to be completed by the beginning of the school year. The Print Shop will be receiving a new duplicator for carbonless copies. The last duplicator was purchased in 2007. Board President Doug Pauley asked if the volume had increased or decreased over the years. Director Ostmeyer says the data shows it's about the same every year. Board Secretary Dawn Lindsley asked if the Print Shop is recycling ink and paper. Director Ostmeyer stated the toner received from Eakes is returned to them for recycling and disposal while the paper is not recycled due to Columbus not having a recycling vendor. Board member Bob Arp asked about the die-cut service. Director Ostmeyer clarified that the die-cut machines were discontinued about a year ago due to parts not available. Director Ostmeyer said districts use Amazon or Cricut if they need cutouts. Board member Bob Arp asked about laminating, to which Director Ostmeyer stated yes, and especially in the summer. There is one person running the laminating machines every day. Board President Doug Pauley asked if schools were being charged for printing. Director Ostmeyer confirmed yes, stating printing is levy funded. Board member Bob Arp asked if there are districts that do not utilize the printing services. Director Ostmeyer stated that yes, usually districts not participating is due to the distance the district is from ESU 7. However, handbooks from those districts will still be sent in to print.

8. Treasurer's Report  
Review the breakdown of the Treasurer's Report.

**Administrator Recommendation:** Discuss, consider and take all necessary action to

accept the Treasurer's Report as presented.

Discuss, consider and take all necessary action to accept the Treasurer's Report as presented Passed with a motion by Jack Young and a second by Doug Pauley.

Joyce Baumert: Absent  
Amy Blaser: Absent  
Marni Danhauer: Absent  
Beth Kabes: Absent  
Richard Stephens: Absent  
Bob Arp: Yea  
Karen Gomez: Yea  
Don Graff: Yea  
Dawn Lindsley: Yea  
Doug Pauley: Yea  
Jack Young: Yea

Yea: 6, Nay: 0, Absent: 5

Administrator Elmshaeuser reviewed the report. Board Secretary Dawn Lindsley asked about the return time for grant reimbursements. Administrator Elmshaeuser stated we are only around \$300,000 behind. Business Manager Linda Shefcyk stated it's been as high as a million in the past.

Board Member Clark Lehr voted Yea.

## 9. **Administrator's Report General**

- ESUCC Update
- Professional Development and Production/Print Shop Report - Director Ostmeyer
- Special Education Report - Director Clay
- Technology Report - Director Ellsworth
- Nominating Committee and NASB Board of Directors
  - Info attached
- Upcoming Events
  - NASB Member Golf Outing
    - June 11, 2025 - Kearney Country Club
  - NASB School Law Seminar
    - June 11-12, 2025 - Kearney
  - NASB Legislative Lunch
    - June 17, 2025 - Logan View
  - NASB Board Academy Collaboration Lunch & Learn
    - June 18, 2025 - Webinar
  - NASB Leadership Workshops
    - July 28, 2025 - Gearing
    - July 29, 2025 - Kearney
    - July 30, 2025 - Lincoln

- NASB Area Membership Meetings
  - August 19, 2025 - Valentine
  - August 20, 2025 - Gering
  - August 21, 2025 - Kearney
  - August 26, 2025 - York
  - August 27, 2025 - Norfolk
  - September 3, 2025 - North Platte
  - September 9, 2025 - Omaha
  - September 10, 2025 - Nebraska City
  - September 24, 2025 - Fremont
- NASB Labor Relations Conference
  - October 1-2, 2025 - Lincoln
- 2025 State Education Conference
  - November 19-21, 2025 - Omaha
- New Board Member Workshop
  - December 3, 2025 - Kearney

Administrator Elmshaeuser shared information regarding the ESU Resources meeting, ESUCC board meeting and ESUPDO meetings held in Kearney. Demoiné Adams, TeamMates CEO, presented to the Educational Resource Committee and later to the board regarding a partnership between ESUCC and TeamMates, provided a grant is received to provide additional support around Literacy. BITS (Behavior Intervention Training and Supports) training is for district personnel on how to respond to behaviors. Director Clay has staff providing the training for districts. This training needs to be reported to NDE. BIRT, (Behavior Intervention Reporting Tool) was presented to the ESUCC board to show how it is reported to NDE. SIMPL (Service Implementation Model Process and Log) has now been rebranded to SMART (Service Management and Reporting Tool). Commissioner Maher, spoke to the board about the recent Stakeholder Meetings across the state. The student leader event with the governor will continue and ESU 7 is hoping to host the next event. Districts have been notified of the \$20,000 ESU 7 received, for Literacy training. The districts are asked to submit a response on how their district wants to use their allocated portion of the funds. ESU 7 is also receiving additional funds for HEROs training to be held in Kearney this summer. The ESUCC Board Meetings have been restructured with committee meetings on day one and the board meeting on day two.

The Title IC Education Program received an excellent monitor review. Board member Bob Arp asked to explain more about the Title 1C program. Title IC has 2 main positions: recruiters and service providers. Recruiters create relationships with the districts and communities for incoming families and provide support. Service Providers go into the district schools and student homes to help with academics, interpreting and translating. Title IC Coordinator Cynthia Alarcon and her staff have great relationships with the districts. Next year the programs across the state are relining to have less travel for a program. The ESU 7 Title IC Service Area will no longer cover the Lincoln and southeast portion of the state and Madison County. The ESU 7 program will add Fremont area.

ESU 7's travel policy in the past allowed Per Diem to run the entirety of the trip; However, due to federal grant reviews, Per Diem must be per day, specifically meals. Lodging should still be taken into account, and will be allowed if overages cannot always be avoided.

Director Ostmeyer updated the transition of Dr. Beth Ericson as Professional Development Director. They meet weekly. Director Ostmeyer is also meeting weekly with Administrator Elmshaeuser regarding Administrator transition.

Director Clay stated the end of the school year for the majority of her staff is May 20, 2025. Next year the Special Education Department will be adding a half-time FTE contract in Early Childhood, two full-time Speech Language Pathologists, and three full-time paraprofessionals for Bridges. The Deaf and Hard of Hearing grant will be added to the department in the fall. Two departments are losing staff this year, one person in deaf education (whom ESU 7 has not been able to rehire) and a vision coordinator. ESU 8, Columbus Public Schools and a private company have been contacted to cover the needs of the deaf and hard of hearing program, along with a private contractor providing vision coverage in Norfolk for three days a week. During the month of June, Director Clay helps write applications for the IDEA grant. The district superintendent, bookkeeper along with Director Clay write this grant and discuss how to use the funds. Board Secretary Dawn Lindsley asked how many students the Bridges program will be serving in the 2025-2026 school year. Director Clay said there are now 8 students registered.

Director Ellsworth provided an update with LastPass and Zoom. LastPass had a grant to help schools with funding for this year in which 65 schools participated in a group buy. Since the grant will not be continuing into 2025-2026, some schools have declined to participate. During the summer, technology coordinators will be helping districts deploy LastPass. Although some participated in the group buy, not all have utilized the program. Most districts have been using LastPass for their teachers and staff, next year, 2 districts will be deploying LastPass to the senior class. The current statewide security score is 39%, Director Ellsworth's goal is to reach 45% statewide. There are districts in the state that have signed 3-year agreements with other companies and have backed out within the first year and turned to ESU 7 and LastPass. During the Zoom update, Director Ellsworth shared there is more than just video conferencing. ESU 7 will be converting to Zoom phones. This allows each and every staff member a designated phone number and extension where they can receive phone calls wherever they are, even when they are not by their desk phone. For example, when a Professional Development Coordinator or Special Education Coordinator are on the road or in a school district, they are able to receive a phone call. The app can be on their cell phone, laptop, iPad or any other device. This also allows Special Education Staff to keep their personal cell phone numbers private when needing to contact parents, call or text. Board member Beth Kabes asked if this new avenue eliminates the physical desk phone in the offices. Director Ellsworth stated yes except the main secretarial staff. Board member Beth Kabes asked if staff would be required to download the app on their personal cell phones. Director Ellsworth

clarified that staff do not have to use their personal cellphones; Zoom can be used only on their ESU 7 issued devices.

Upcoming things at ESU 7 include summer hours beginning May 19, 2025, the 5th Annual Administrator's Golf Tournament, All Staff meeting, New Leader Lunch & Learn and the July Executive Committee Meeting.

### 9.1. Goal Update

Goals - Attached for your Review

Goal 1: By July 2025, the ESU 7 board will have advertised for a Chief Administrator, completed the initial process, sent a contract, hired and Chief Administrator, made the announcement, and begun the onboarding process.

- Completed

Goal 2: By July 2025, the ESU 7 board will attend at least two professional/personal learning events annually.

Goal 3: By July 2025, 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.

- Completed:
  - Clarkson - 10.9.2024
  - Fullerton - 11.11.2024
  - Boone Central - 1.13.2025
  - Osceola - 2.10.2025
  - East Butler - 2.12.2025

Goal 4: By July 2025, the ESU 7 board will continue to use operationalized communication materials detailing tailored services and outcomes at scheduled visits to each district.No new updates.

### 9.2. Services Update

- SIMPL to SMART Update

ESU 07



63 ⓘ

Services



Service Part

13,00%

19,398 ⓘ

ESU Hours



Percentage of ESU service offerings from the master catalog supporting AQuES

8%

8%

28%

12%

12%

16%



This visual represents how the ESU services align with AQuESTT Tenets.  
([see more real-time data about the AQuESTT implementation](#))

ESU 07



67 ⓘ  
Services



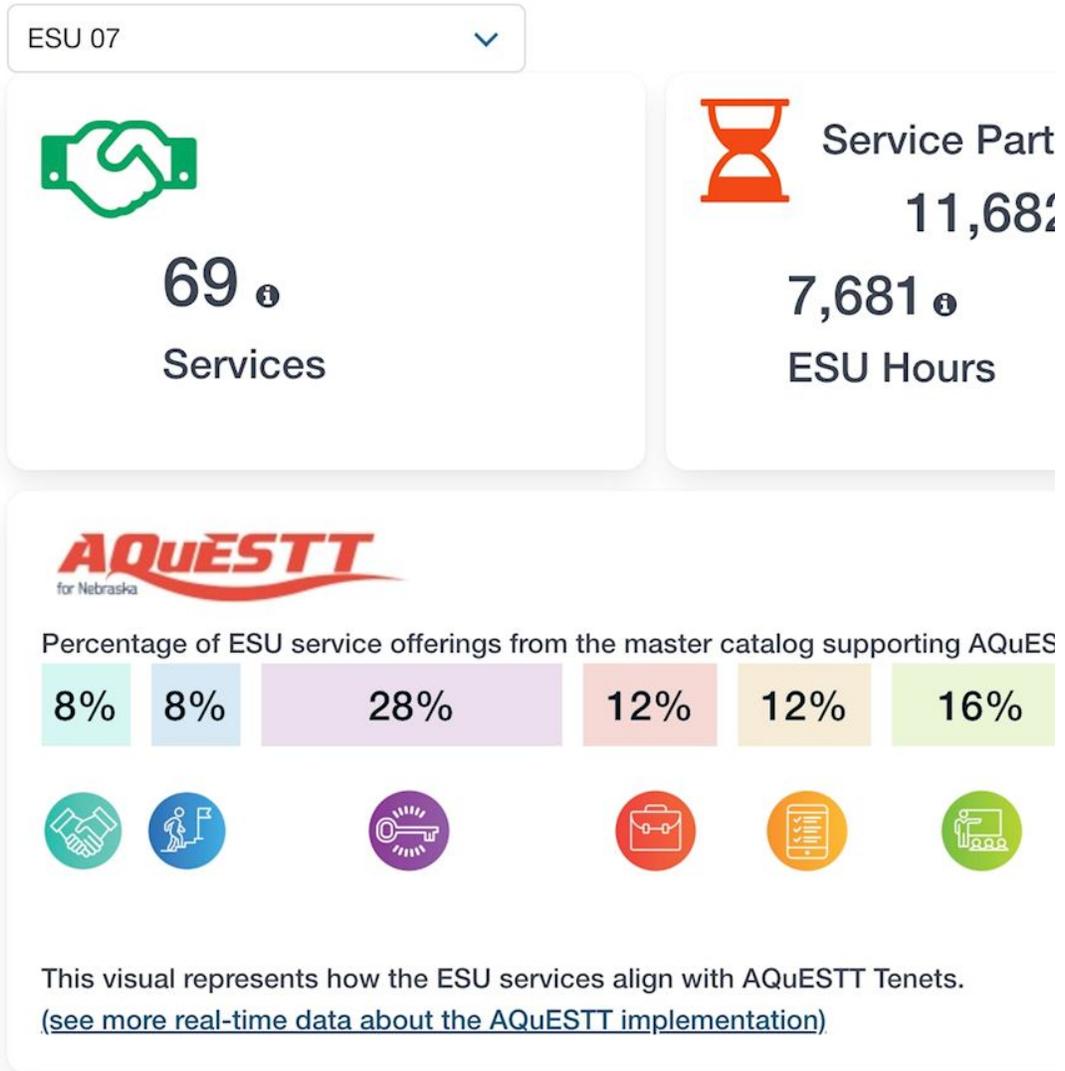
Service Part  
14,650  
18,202 ⓘ  
ESU Hours



Percentage of ESU service offerings from the master catalog supporting AQuES



This visual represents how the ESU services align with AQUESTT Tenets.  
([see more real-time data about the AQUESTT implementation](#))



Administrator Elmshaeuser stated the service participants and hours are low this year compared to the previous two years. There will be some investigation done.

9.3. **Facilities Update** The Administrator will provide a facilities update during this item. Final sign off on the HVAC system has not been completed, and the concrete has been poured to the DOAS unit. Director Ellsworth still needs training on the system. The Bridges remodel is still waiting for sidewalk and exit sign installation before final sign off. The sidewalk will be completed with the playground construction. Once equipment is ordered for the playground, it will take 8-10 weeks to receive. The playground will not be complete for the first day of school.

9.4. **Personnel** New Hire:

- Iriana Medel, Bridges Paraprofessional. Start date April 25, 2025.

Resignation:

- Cassidy Hiesterman, Bridges Paraprofessional. Last day May 20, 2025.
  - Jade Purkerson, Learning Academy Paraprofessional. Last day May 20, 2025.
- 9.4.1. Title IC Education Program Summer Work Agreements

#### 2025 Summer Program

The Title I, Part C Education Program (TIC) will have summer enrichment programs during the months of June and July. The Learning Academy, Cen7ter, and Bridges will host our students from the regional ESU 7 TIC area.

Other communities where TIC staff will provide summer activities to students include: O'Neill, Ainsworth, Firth, Beatrice, Dorchester, and Nebraska City.

The following 2025 summer staff are recommended for employment.

#### ESU 7 Summer Staff:

Harriet Nalumansi  
Sherry Olney  
Iriana Medel  
Anne Baptiste  
Iris Medina Gonzalez  
Michael Baptiste  
Maria Bonilla  
Barbara Raya  
Cory Waite  
Cindy Lorentzen  
Susan Doehling  
Shanda Hall  
Meghan Wolfe  
Lorena Miya  
Nichole Flynn  
Isabelle Short Gomez

#### District Reimbursement:

Twin River - Tina Reeg  
Madison - TBD 2 paraeducators/drivers

All contracts have been sent out for the summer program, not all contracts have been returned yet.

9.5. Legislative Update During this item, the Administrator will provide a Legislative Update to members of the Board. Core service dollars have been cut in the proposed budget by the Governor. ESU 7 is not affected as ESU 7 does not receive Core service dollars due to our current levy funding.

## 10. **Committee Reports**

10.1. Budget Committee Report Reports of Budget Committee activities and discussion will take place during this item.

**Committee Recommendation:** Budget Committee Chair Dawn Lindsley stated the budget committee will have 4 meetings. The first meeting reviewed general funds. Next month we will review Special Education and building improvement. August will be grants and other final changes and updates. Literacy budget is a new line item for Literacy funds that will be received to hire a Regional Literacy Coach. There is an increase in the Professional Development budget for a staff member's salary and benefits have been funded through a grant. This is a placeholder in case ESU 7 does not receive the grant for the 2025-26 school year. The administration budget has also increased due to the 24-25 budget being an interm and 80% contract to a full-time administrator beginning in July.

10.2. 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.

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

- **April:** Administrator sends digital evaluation and evaluation resources to the Evaluation Committee Chair in the first week of April. The chair then forwards on to the full Board for completion by April Board Meeting. Board will send their completed evaluation tool to the Evaluation Committee prior to the April Board Meeting. Administrator completes Evaluation Tool as self-assessment and sends it to Evaluation Chair on or before April 30th.

- **May:** The Committee Chair will send the completed Administrator self-assessment to the full Board after May 1. Evaluation Committee compiles results of full Board completed evaluations prior to the May Board Meeting.

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

**Committee Recommendation:** The evaluation Committee will meet in June with Administrator Elmshaeuser. A report to full board will be at the June meeting.

10.3. Handbook Committee Update Staff and Student Handbook Committee to meet in May and June. Committee to make a recommendation to the board in the June Board Meeting. May meeting is scheduled for May 20, 2025 at 1:00 pm.

**Committee Recommendation:**

11. Conference Report Conference Attendees will report on their learnings. No conferences to report out.
12. Adjournment Board President Doug Pauley adjourned the meeting at 6:43 pm.

# 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; videoconferencing or telephone conferencing authorized; emergency meeting without notice; appearance before public body.**

(1) Until January 1, 2025:

(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 or the governing body of a rural or suburban fire protection district, 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, village, or district. 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.

(iv) In case of refusal, neglect, or inability of the newspaper to timely publish the notice, the public body shall (A) post such notice on its website, if available, and (B) post such notice in a conspicuous public place in such public body's jurisdiction. The public body shall keep a written record of such posting. The record of such posting shall be evidence that such posting was done as required and shall be sufficient to fulfill the requirement of publication.

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

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

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

meeting of a city council or village board scheduled outside the corporate limits of the municipality. The public body shall have the right to modify the agenda to include items of an emergency nature only at such public meeting.

(2) Beginning January 1, 2025:

(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 (2)(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 given by:

(A)(I) Publication in a newspaper of general circulation within the public body's jurisdiction that is finalized for printing prior to the time and date of the meeting, (II) posting on such newspaper's website, if available, and (III) posting on a statewide website established and maintained as a repository for such notices by a majority of Nebraska newspapers. Such notice shall be placed in the newspaper and on the websites by the newspaper; or

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

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

(A)(I) Publication in a newspaper of general circulation within the public body's jurisdiction that is finalized for printing prior to the time and date of the meeting, (II) posting on such newspaper's website, if available, and (III) posting on a statewide website established and maintained as a repository for such notices by a majority of Nebraska newspapers. Such notice shall be placed in the newspaper and on the websites by the newspaper;

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

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

(iii) In the case of a public body not described in subdivision (2)(b)(i) or (ii) of this section, such notice shall be given by a method designated by the public body.

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

(3)(a) The following entities may hold a meeting by means of virtual conferencing if the requirements of subdivision (3)(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 subsections (1) and (2) of this section, including providing access to a dial-in number or link to the virtual conference;

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

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

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

(4) 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.

(5) 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.

(6) 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 (5) 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.

(7) 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.

(8)(a) Notwithstanding subsections (3) and (6) 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 subsections (1) and (2) 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 (5) 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.

(9) In addition to any other statutory authorization for virtual conferencing, any public body not listed in subdivision (3)(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 (3)(b)(i) and (ii) of this section.

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

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

(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.**

(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.

Operative 4/17/24



Nebraska Council  
of School Administrators

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## **Regular Board of Education Meeting**

Educational Service Unit 7, Oak Room

2657 44th Ave

Columbus, NE 68601-8537

Tuesday, April 22, 2025 at 4:00 PM

Posted Locations:

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

Posted Date: 04/12/2025

Attendance Taken at 4:01 PM.

Bob Arp: Present

Joyce Baumert: Present

Amy Blaser: Present

Marni Danhauer: Present

Karen Gomez: Absent

Don Graff: Present

Beth Kabes: Present

Dawn Lindsley: Present

Doug Pauley: Present

Richard Stephens: Absent

Jack Young: Absent

Present: 8, Absent: 3.

Attendance Update Taken at 4:13 PM.

Karen Gomez: Present

Present: 9, 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](http://www.esu7.org) and posted at location of meeting. Notice of this meeting was also given in advance to all members of the Board of 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.

Board President Doug Pauley called the meeting to order at 4:01 PM.

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

Jack Young notified Administrator Elmshaeuser and Board President Doug Pauley prior to the meeting.

Richard Stephens notified Doug Pauley prior to the meeting.

**Administrator Recommendation:** Discuss, consider and take all necessary action to approve Board member absences.

Discuss, consider and take all necessary action to approve Board member absences as presented Passed with a motion by Joyce Baumert and a second by Marni Danhauer.

Karen Gomez:	Absent
Richard Stephens:	Absent
Jack Young:	Absent
Bob Arp:	Yea
Joyce Baumert:	Yea
Amy Blaser:	Yea
Marni Danhauer:	Yea
Don Graff:	Yea

Beth Kabes: Yea

Dawn Lindsley: Yea

Doug Pauley: Yea

Yea: 8, Nay: 0, Absent: 3

#### 1.4. Pledge of Allegiance

### 2. Approval of Agenda

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

**Administrator Recommendation:** Discuss, consider and take all necessary action to approve the agenda as presented.

Discuss, consider and take all necessary action to approve the agenda as presented Passed with a motion by Bob Arp and a second by Don Graff.

Karen Gomez: Absent

Richard Stephens: Absent

Jack Young: Absent

Bob Arp: Yea

Joyce Baumert: Yea

Amy Blaser: Yea

Marni Danhauer: Yea

Don Graff: Yea

Beth Kabes: Yea

Dawn Lindsley: Yea

Doug Pauley: Yea

Yea: 8, Nay: 0, Absent: 3

### 3. Welcome Visitors

### 4. 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.

### 5. 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

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

Discuss, consider and take all necessary action to approve the consent agenda as presented  
Passed with a motion by Don Graff and a second by Doug Pauley.

Karen Gomez: Absent

Richard Stephens: Absent

Jack Young: Absent

Bob Arp: Yea

Joyce Baumert: Yea

Amy Blaser: Yea

Marni Danhauer: Yea

Don Graff: Yea

Beth Kabes: Yea

Dawn Lindsley: Yea

Doug Pauley: Yea

Yea: 8, Nay: 0, Absent: 3

5.1. Minutes

**This is a consent item.**

5.2. Presentation of Bills # 79539 through #79695 totaling \$1,087,002.93

The summary of bills for the current month total: \$1,087,002.93 - Bills #79539 through #79695

General Activity Fund total: \$150.00

<u>Check #</u>	<u>Amount</u>	<u>Vendor</u>	<u>Description</u>
----------------	---------------	---------------	--------------------

79548	\$62,736.07	B-D Construction	Bridges Project 5th payment
79563	\$14,455.99	Dell Technologies	Technology School Flow Through
79570	\$56,792.18	ESUCC	Literacy Coach Flow Through
79583	\$36,226.44	FNBO Credit Card	Technology School Flow Through (Mosyle Licenses)
79593	\$36,725.76	JourneyEd	Technology School Flow Through (Sophos Licenses)
79621	\$4,950.00	Red River Press	ELL License Renewal
79622	\$9,000.00	Rosetta Stone	Title III Rosetta Stone Licenses
79622	\$5,868.62	Rutt's Heating and Air	South Building Repairs
79627	\$5,857.40	State of NE DAS State Accounting	Network service charges
79639	\$8,880.00	Wilber-Clatonia Public School	Refund - double payment
79641	\$5,802.20	Amy Mazankowski	Contracted Bridges Admin.

**This is a consent item.**

5.3. Reading of Article IV, Section 9, Q Voting Leave

**This is a consent item.**

5.4. Reading of Article IV, Section 10, A Professional Employees Defined

**This is a consent item.**

5.5. Reading of Article IV, Section 10, B Qualifications and Assignment

**This is a consent item.**

5.6. Reading of Article IV, Section 10, C Supervision, Assignment, and Evaluation When Serving Schools

**This is a consent item.**

5.7. Excess Lodging and Meals  
Excess Lodging and Meals:

- The Administration Development had excess travel to report:
  - Business & Executive Secretary Training, La Vista, NE (April 4, 2025)
    - Linda Shefcyk - \$4.70

- Morgan Morsett - \$9.20

**This is a consent item.**

5.8. Educational Service Unit Coordinating Council 2025-2026 Master Services Agreement

**This is a consent item.**

5.9. Resignations - Elissa Heibel  
Elissa Heibel - Teacher of Visually Impaired/School Psychologist. Last day will be May 20, 2025.

6. Reading of Article IV, Section 9, R Unpaid Leave

Review Article IV, Section 9, R Unpaid Leave of the ESU 7 Policy Manual.

Administrator Recommendation: Discuss, consider and take all necessary action to approve of Article IV, Section 9, R Unpaid Leave as presented.

Discuss, consider and take all necessary action to approve of Article IV, Section 9, R Unpaid Leave as presented Passed with a motion by Dawn Lindsley and a second by Joyce Baumert.

- Karen Gomez: Absent
- Richard Stephens: Absent
- Jack Young: Absent
- Richard Luebbe: Abstain (Without Conflict)
- Bob Arp: Yea
- Joyce Baumert: Yea
- Amy Blaser: Yea
- Marni Danhauer: Yea
- Don Graff: Yea
- Beth Kabes: Yea
- Dawn Lindsley: Yea
- Doug Pauley: Yea

Yea: 8, Nay: 0, Absent: 3, Abstain (Without Conflict): 1

Discuss, consider and take all necessary action to approve of Article IV, Section 9, R Unpaid Leave as presented Passed with a motion by Dawn Lindsley and a second by Joyce Baumert.

- Karen Gomez: Absent
- Richard Stephens: Absent
- Jack Young: Absent
- Bob Arp: Yea
- Joyce Baumert: Yea
- Amy Blaser: Yea

Marni Danhauer: Yea

Don Graff: Yea

Beth Kabes: Yea

Dawn Lindsley: Yea

Doug Pauley: Yea

Yea: 8, Nay: 0, Absent: 3

Administrator Elmshaeuser contacted attorney Justin Knight regarding staff benefits and leave when staff are taking a day without pay as they have no paid leaves available. Justin Knight advised staff should be docked benefits when they miss a day of work without paid leave. This includes health & dental insurance, life insurance and vision insurance. Board President Doug Pauley asked if the amount would be docked from their pay or if the employee would reimburse ESU 7. Administrator Elmshaeuser stated ESU 7 would dock the amount of the benefits on the next check. Board Member Don Graff asked if employees can share sick leave through a sick bank. Administrator Elmshaeuser informed that ESU 7 does not have a sick bank, ESUs have been advised against utilizing them by the attorney. Board President Doug Pauley asked about the frequency of this policy needing to be utilized. Special Education Director Tami Clay stated it has been more problematic this year but historically, it has not been an issue. Director Clay also stated there has been more of a leniency this year due to paraprofessionals being hard to hire and replace. Board Member Dawn Lindsley asked how staff will be notified of this change. Administrator Elmshaeuser stated staff have been notified via email. Staff have also been notified in meetings and made aware of the daily rates that will be deducted from their checks if they miss a day of work and have no leave.

7. Treasurer's Report

Review the breakdown of the Treasurer's Report.

**Administrator Recommendation:** Discuss, consider and take all necessary action to accept the Treasurer's Report as presented.

Discuss, consider and take all necessary action to accept the Treasurer's Report as presented Passed with a motion by Beth Kabes and a second by Dawn Lindsley.

Karen Gomez: Absent

Richard Stephens: Absent

Jack Young: Absent

Bob Arp: Yea

Joyce Baumert: Yea

Amy Blaser: Yea

Marni Danhauer: Yea

Don Graff: Yea

Beth Kabes: Yea

Dawn Lindsley: Yea

Doug Pauley:        Yea  
Yea: 8, Nay: 0, Absent: 3

Administrator Elmshaeuser stated ESU 7 is on track with the current expenditures. We have stayed consistent at around 6% of the budget for the month. Board Secretary Dawn Lindsley asked if there has been a loss of grant funds with the recent federal cuts. Both Administrator Elmshaeuser and Director Clay stated there has not been a loss in any of the current grants ESU 7 receives.

Board Member Karen Gomez arrived at 4:12 PM.

8. A/V System Proposal

The approved 2024-2025 Budget included upgrades to the A/V equipment in the North and South Buildings. The North Building has been completed and a proposal was received to update the South Building Conference rooms to be completed this spring.

**Administrator Recommendation:** Discuss, consider and take any action necessary to approve the recommended A/V System Upgrade Proposal by Yanda's Music and Pro Audio as presented.

Discuss, consider and take any action necessary to approve the recommended A/V System Upgrade Proposal by Yanda's Music and Pro Audio as presented Passed with a motion by Doug Pauley and a second by Marni Danhauer.

Richard Stephens:    Absent

Jack Young:            Absent

Bob Arp:                Yea

Joyce Baumert:        Yea

Amy Blaser:            Yea

Marni Danhauer:       Yea

Karen Gomez:          Yea

Don Graff:              Yea

Beth Kabes:            Yea

Dawn Lindsley:        Yea

Doug Pauley:           Yea

Yea: 9, Nay: 0, Absent: 2

Director Dan Ellsworth stated the A/V equipment in this proposal will align with all the equipment and systems in the North Building. Only difference is TV size, South Building will have 98" TV's whereas the North Building has 85". Board President Doug Pauley asked how the new system has been functioning. Technology Director Dan Ellsworth stated it had a couple bugs in the beginning but they have been worked out and the entire system is considerably better than the previous system. The proposal is \$100,000 less than originally proposed in the budget. Included is a two year service agreement. System will be installed at the beginning of May, before the next board meeting.

9. District 4 Board Application

An application has been received for the board vacancy in District 4. NEB. REV. STAT. § Section 79-1217(2) states that the appointee will serve "for the balance of the unexpired term" of the board spot that has been vacated. Applications were submitted by:

- Clark Lehr, resides in the Lakeview district region.

**Administrator Recommendation:** Discuss, consider, and vote to approve the resolution appointing Clark Lehr to the Educational Service Unit No. 7 Board position based on a vacancy for a term ending on December 31, 2028.

Discuss, consider, and vote to approve the resolution appointing Clark Lehr to the Educational Service Unit No. 7 Board position based on a vacancy for a term ending on December 31, 2028 Passed with a motion by Bob Arp and a second by Amy Blaser.

Richard Stephens: Absent

Jack Young: Absent

Bob Arp: Yea

Joyce Baumert: Yea

Amy Blaser: Yea

Marni Danhauer: Yea

Karen Gomez: Yea

Don Graff: Yea

Beth Kabes: Yea

Dawn Lindsley: Yea

Doug Pauley: Yea

Yea: 9, Nay: 0, Absent: 2

Clark Lehr was the only application received for District 4. Administrator Elmshaeuser visited with him and he shared he is a retired banker with 2 daughters in the education field. He is excited to learn about ESU 7. Board Member Bob Arp and previous Board Member Dick Luebbe are both familiar with Clark. He is eager to learn and know more about ESU 7. The vacancy was published in the Columbus Telegram and on the ESU 7 website.

- 10 . 2025-2026 Contract for Jenna Mattox, Principal  
2025-2026 Contract for Jenna Mattox, Principal

**Administrator Recommendation:** Discuss, consider and take all necessary action to approve the 2025-2026 Principal Contract for Jenna Mattox as presented.

Discuss, consider and take all necessary action to approve the 2025-2026 Principal Contract for Jenna Mattox as presented Passed with a motion by Joyce Baumert and a second by Beth Kabes.

Richard Stephens: Absent

Jack Young: Absent

Bob Arp: Yea

Joyce Baumert: Yea  
Amy Blaser: Yea  
Marni Danhauer: Yea  
Karen Gomez: Yea  
Don Graff: Yea  
Beth Kabes: Yea  
Dawn Lindsley: Yea  
Doug Pauley: Yea  
Yea: 9, Nay: 0, Absent: 2

Jenna Mattox was hired on as a resource coach. With the changes to the Bridges program, she has moved up to the Bridges teacher/Principal. Jenna holds an administrative degree and her contracted days will increase to 220.

- 11 2025-2026 Contract for Jackie Ternus, School Psychologist
- . 2025-2026 Contract for Jackie Ternus, School Psychologist

**Administrator Recommendation:** Discuss, consider and take all necessary action to approve the 2025-2026 School Psychologist Contract for Jackie Ternus as presented. Discuss, consider and take all necessary action to approve the 2025-2026 School Psychologist Contract for Jackie Ternus as presented Passed with a motion by Beth Kabes and a second by Joyce Baumert.

Richard Stephens: Absent  
Jack Young: Absent  
Bob Arp: Yea  
Joyce Baumert: Yea  
Amy Blaser: Yea  
Marni Danhauer: Yea  
Karen Gomez: Yea  
Don Graff: Yea  
Beth Kabes: Yea  
Dawn Lindsley: Yea  
Doug Pauley: Yea  
Yea: 9, Nay: 0, Absent: 2

Administrator Elmshaeuser stated Jackie Ternus will continue in her current position. This contract is to add 15 more days to her contract. During annual consultations, additional time was requested for training. These added days will be to provide professional development to district staff before and after the school year as well as additional prep time during the summer. Since she is offering professional development, she will occasionally work with professional development staff. Board Secretary Dawn Lindsley asked if the additional days are to help with the staff resignation. Director Clay stated they are not, however there is a staff member who is willing to get a vision endorsement. Board Member

Bob Arp asked if Jackie would be interested in going full time. Director Clay noted she has asked but declines due to family.

## 12 Administrator's Report General

- ESUCC Update
- Professional Development and Print Shop Report - Director Ostmeyer
- Special Education Report - Director Clay
- Technology Report - Director Ellsworth
- May Board Meeting will be in South Building due to All-Staff the next day.
- Upcoming Professional Events
  - NASB School Law Seminar in Kearney, NE (June 11-12, 2025)
  - NASB Leadership Workshops
    - Gering, NE (July 28, 2025)
    - Kearney, NE (July 29, 2025)
    - Omaha, NE (July 30, 2025)
  - NASB Area Membership Meeting in Fremont, NE (September 24, 2025)
  - NASB Labor Relations Conference, Lincoln NE (October 1-2, 2025)
  - 2025 State Education Conference, Omaha NE (November 19-21, 2025)

Administrator Elmshaeuser shared that the attachment highlights the last ESUCC board meeting. Also, Director Ostmeyer is attending ESUCC Board Meetings with Administrator Elmshaeuser to begin the Chief Administrator transition. SIMPL is officially moving to SMART. Director Ostmeyer's update is provided in the attachments. Director Ellsworth and Director Clay do not have updates. The May board meeting will be in the South Building due to All Staff being set up in the North Building.

### 12.1 Goal Update

Goals - Attached for your Review

Goal 1: By July 2025, the ESU 7 board will have advertised for a Chief Administrator, completed the initial process, sent a contract, hired and Chief Administrator, made the announcement, and begun the onboarding process.

- Completed

Goal 2: By July 2025, the ESU 7 board will attend at least two professional/personal learning events annually.

Goal 3: By July 2025, 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.

- Completed:
  - Clarkson - 10.9.2024
  - Fullerton - 11.11.2024
  - Boone Central - 1.13.2025
  - Osceola - 2.10.2025

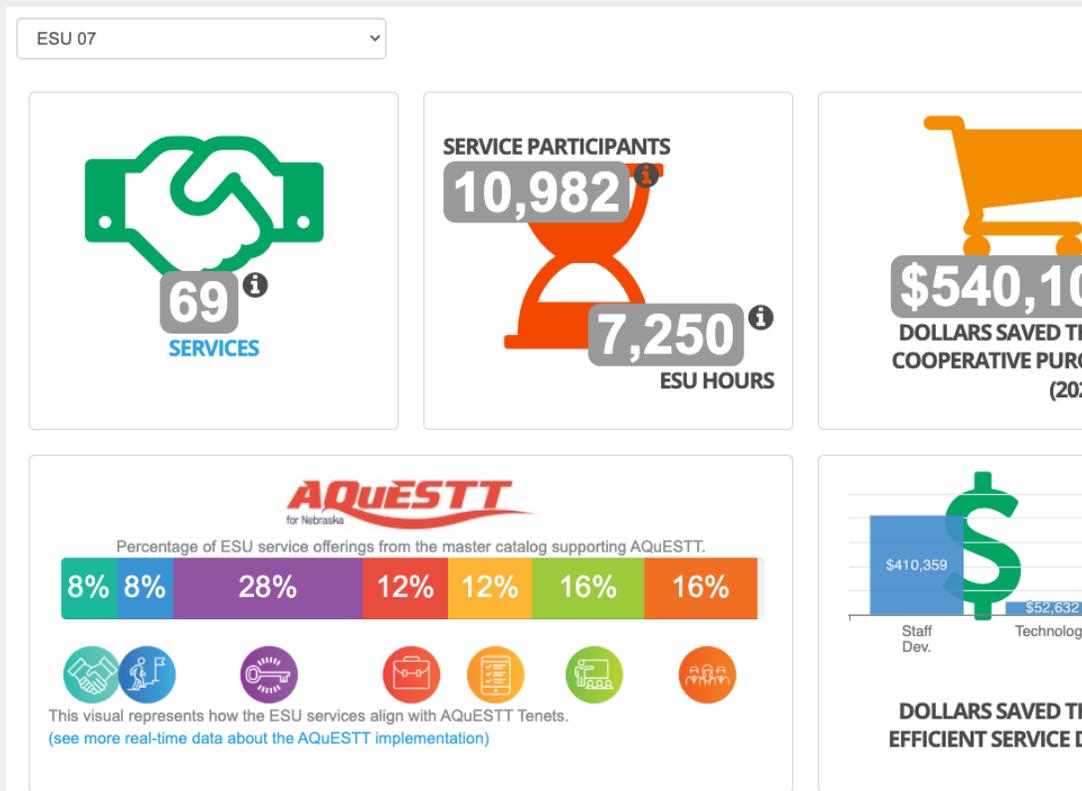
o East Butler - 2.12.2025

Goal 4: By July 2025, the ESU 7 board will continue to use operationalized communication materials detailing tailored services and outcomes at scheduled visits to each district.

Administrator Elmshaeuser stated that the board and Directors will not be scheduling any more visits this school year.

12.2 Services Update

- SIMPL Update



Board Secretary Dawn Lindsley asked if the SIMPL update can be the last 3 previous years, similar to the budget/treasurers report to see trends.

12.3 Personnel

Resignation:

Dylan Southard, High Plains District Technology Coordinator. Last day April 25, 2025.

New Hire:

Emma Moore, High Plains District Technology Coordinator. First day May 12, 2025.

Administrator Elmshaeuser stated that Emma Moore has been an intern for the last couple years. Emma will start full time once she graduates in May. Director Ellsworth stated she is a recruitment story gone well. Director Ellsworth noted that

when he hired Emma he stated to her there may not be a position available at ESU 7 for her when she graduates. With Dylan's resignation the timing has been perfect for hiring Emma.

#### 12.4 Legislative Update

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

Administrator Elmshaeuser reported things are moving faster. She and Director Ostmeyer listened to a conference call with NCSA today regarding legislature and LB 653, an option enrollment bill. This will come out of the education committee with several other legislative bills attached. In the conference call, three Special Education Directors talked about the effect this will have on schools. Attached to the bill include discipline, part time enrollment, financial database with NDE, and transportation. The option enrollment will be devastating to schools.

### 13 Committee Reports

#### 13.1. Buildings and Grounds Committee Report

The Buildings and Grounds Committee Chairperson, Bob Arp, will provide an update.

- Playground Construction Bids
  - B-D Construction Inc:
    - Bid Option #1 - \$442,710.00
    - Bid Option #2 - \$390,701.00
    - Bid Option #3 - \$386,772.00
      - Calendar days to substantial completion - 180 days
  - AB Creative Inc:
    - Bid - \$399,636.20
    - Calendar days to substantial completion - 110 days

**Committee Recommendation:** Discuss, consider and take any action necessary to approve B-D Construction and Burke Equipment and not to exceed \$415,000 for the playground project.

Discuss, consider and take any action necessary to approve B-D Construction and Burke Equipment and not to exceed \$415,000 for the playground project Passed with a motion by Bob Arp and a second by Doug Pauley.

Richard Stephens: Absent

Jack Young: Absent

Richard Luebbe: Abstain (Without Conflict)

Bob Arp: **Yea**

Joyce Baumert: **Yea**

Amy Blaser: **Yea**

Marni Danhauer: **Yea**

Karen Gomez: **Yea**

Don Graff: **Yea**

Beth Kabes: Yea

Dawn Lindsley: Yea

Doug Pauley: Yea

Yea: 9, Nay: 0, Absent: 2, Abstain (Without Conflict): 1

Discuss, consider and take any action necessary to approve B-D Construction and Burke Equipment and not to exceed \$415,000 for the playground project Passed with a motion by Bob Arp and a second by Doug Pauley.

Richard Stephens: Absent

Jack Young: Absent

Bob Arp: Yea

Joyce Baumert: Yea

Amy Blaser: Yea

Marni Danhauer: Yea

Karen Gomez: Yea

Don Graff: Yea

Beth Kabes: Yea

Dawn Lindsley: Yea

Doug Pauley: Yea

Yea: 9, Nay: 0, Absent: 2

Committee Chair Bob Arp reported on the three major projects within the unit. The HVAC system in the North Building is very close to being done and the Bridges program is waiting for lighting issues to be fixed based on a Fire Marshall report. The playground project had 4 proposals at the bid opening on April 9, 2025. Two proposals were rejected as they were not complete. Committee Chair Bob Arp shared they looked at the companies and called references on the different playground equipments. The committee recommendation is to go with BD Construction and Burke Equipment with a total project cost of \$415,000. This is asking BD construction to reduce their proposed bid by \$30,000 looking at the proposed playground equipment and making adjustments. Completion date will be set for August 1, 2025. Board Member Amy Blaser asked why \$415,000 and Committee Chair Bob Arp stated it was a compromise looking at all of the proposal costs.

### 13.2. Administrator Evaluation Committee Report

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

Evaluation Timeline:

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

- **March:** Full Board is provided a paper copy of the evaluation questions.
- **April:** Administrator sends digital evaluation and evaluation resources to the Evaluation Committee Chair in the first week of April. The chair then forwards on to the full Board for completion by April Board Meeting. Board will send their completed evaluation tool to the Evaluation Committee prior to the April Board Meeting. Administrator completes Evaluation Tool as self-assessment and sends it to Evaluation Chair on or before April 30th.
- **May:** The Committee Chair will send the completed Administrator self-assessment to the full Board after May 1. Evaluation Committee compiles results of full Board completed evaluations prior to the May Board Meeting.
- **June:** Evaluation Committee meets prior to June Board Meeting to review with the Administrator the results of evaluation. Report to full Board in June Board Meeting following Closed Session requirements with Administrator present.

Committee Chair Marni Danhauer reported ten board members have completed the evaluation for Administrator Elmshaeuser.

13.3. Handbook Committee Update  
Staff and Student Handbook Committee to meet on May 20, 2025. Committee to make a recommendation to the board in the June Board Meeting.

14 Conference Report

- . Conference Attendees will report on their learnings.  
Board Secretary Dawn Lindsley attended 3 conferences. She highly encourages fellow board members to attend the Open Meetings Law workshop and a NDE Strategic Planning session.

15 Adjournment

- . Board President Doug Pauley adjourned the meeting at 4:55 PM.

Check Register Summary

Batch Year: 25 Bank: 10 Date Range:

Bank	Check	Type	Date	Vendor	Vendor Name	Amount
10	00079696	C	05/20/2025	10013	ACE HARDWARE	19.18
10	00079697	C	05/20/2025	10080	AESA REGISTRATION	575.00
10	00079698	C	05/20/2025	14974	ALLO COMMUNICATIONS	184.00
10	00079699	C	05/20/2025	14974	ALLO COMMUNICATIONS	557.85
10	00079700	C	05/20/2025	10391	AMAZON CAPITAL SERVICES *	2,170.71
10	00079701	C	05/20/2025	10681	APPLE COMPUTER, INC.	5,929.00
10	00079702	C	05/20/2025	388	APPLIED CONNECTIVE TECHNOLOGIES	7,428.11
10	00079703	C	05/20/2025	15083	CALVIN CREST CAMP CONF & RETREAT CENTER	480.00
10	00079704	C	05/20/2025	1996	CASEY'S MAIL SERVICE LLC	485.89
10	00079705	C	05/20/2025	30192	CDW-G	1,964.76
10	00079706	C	05/20/2025	30260	CENTRAL COMMUNITY COLLEGE	90.00
10	00079707	C	05/20/2025	280	CHRISTINA KILGORE	543.00
10	00079708	C	05/20/2025	30550	CITY OF COLUMBUS WATER & SANIT	397.64
10	00079709	C	05/20/2025	31035	COLUMBUS PUBLIC SCHOOLS GENERAL FUNDS	210.19
10	00079710	C	05/20/2025	31029	COLUMBUS PUBLIC SCHOOLS LUNCH FUND	3,741.00
10	00079711	C	05/20/2025	15792	COLUMN SOFTWARE PBC	11.75
10	00079712	C	05/20/2025	16276	CONSCIOUS DISCIPLINE HOLDINGS	313.95
10	00079713	C	05/20/2025	31423	COUNTRY INNS & SUITES	1,889.11
10	00079714	C	05/20/2025	16659	CRITICAL RESPONSE GROUP, INC	7,845.00
10	00079715	C	05/20/2025	31462	CROSS COUNTY SCHOOL	355.00
10	00079716	C	05/20/2025	12769	CROWNE PLAZA (JM HOSPITALITY)	1,304.55
10	00079717	C	05/20/2025	4812	CUBBY'S, INC.	520.10
10	00079718	C	05/20/2025	40235	DAVID CITY PUBLIC SCHOOL	559.00
10	00079719	C	05/20/2025	40725	EAKES OFFICE SOLUTIONS	17,630.18
10	00079720	C	05/20/2025	50825	ED SERVICE UNIT 7-PAYROLL	755,768.21
10	00079721	C	05/20/2025	14613	ELYSE BELINA	842.80
10	00079722	C	05/20/2025	50582	EMBASSY SUITES - LA VISTA	256.20
10	00079723	C	05/20/2025	50583	EMBASSY SUITES HOTELS	894.00
10	00079724	C	05/20/2025	230292	EMS LINQ, INC.	400.00
10	00079725	C	05/20/2025	50725	ESU 6	1,275.00
10	00079726	C	05/20/2025	50652	ESUCC	17,614.17
10	00079727	C	05/20/2025	60017	FAIRFIELD INN & SUITES BY MARRIOTT	169.00
10	00079728	C	05/20/2025	60056	FNBO	46.87
10	00079729	C	05/20/2025	13684	FLEETCOR TECHNOLOGIES INC	47.22
10	00079730	C	05/20/2025	16438	FNBO - AA	1,640.75
10	00079731	C	05/20/2025	16411	FNBO - CA	849.98
10	00079732	C	05/20/2025	16489	FNBO - CK	91.40
10	00079733	C	05/20/2025	16454	FNBO - CN	57.81
10	00079734	C	05/20/2025	16470	FNBO - CW	1,170.64
10	00079735	C	05/20/2025	16365	FNBO - DE	3,566.44
10	00079736	C	05/20/2025	16519	FNBO - GENERAL	50.29
10	00079737	C	05/20/2025	16357	FNBO - LL	66.07
10	00079738	C	05/20/2025	16349	FNBO -LS	260.31
10	00079739	C	05/20/2025	16390	FNBO - MM	22.24
10	00079740	C	05/20/2025	16381	FNBO - MO	130.18
10	00079741	C	05/20/2025	16500	FNBO - SO	143.27
10	00079742	C	05/20/2025	70060	GENE STEFFY FORD	163.11
10	00079743	C	05/20/2025	15342	GREGG YOUNG CHEVROLET GMC OF COLUMBUS	154.95
10	00079744	C	05/20/2025	15385	GREGG YOUNG TOYOTA OF COLUMBUS	354.43
10	00079745	C	05/20/2025	80141	HAMPTON INN	330.00
10	00079746	C	05/20/2025	80147	HAMPTON INN	1,542.95
10	00079747	C	05/20/2025	80500	HOLIDAY INN EXPRESS-HASTINGS	550.00
10	00079748	C	05/20/2025	80543	HOMETOWN LEASING	477.45
10	00079749	C	05/20/2025	80670	HOWELLS-DODGE CONSOLIDATED SCHOOL DIST	270.00
10	00079750	C	05/20/2025	80860	HUMPHREY PUBLIC SCHOOL	420.00
10	00079751	C	05/20/2025	80880	HY-VEE	633.55
10	00079752	C	05/20/2025	13552	JEAN ANNE KAMRATH	1,090.00
10	00079753	C	05/20/2025	30027	JENNIFER CALAHAN	115.70
10	00079754	C	05/20/2025	12424	KASEYA US, LLC	963.55
10	00079755	C	05/20/2025	4839	KSB SCHOOL LAW	1,978.00
10	00079756	C	05/20/2025	120129	LAKEVIEW COMMUNITY SCHOOLS	529.00
10	00079757	C	05/20/2025	4430	LEARNING FORWARD NEBRASKA	320.00

Check Register Summary

Batch Year: 25 Bank: 10 Date Range:

Bank	Check	Type	Date	Vendor	Vendor Name	Amount
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10	00079760	C	05/20/2025	15369	LILIANA VELASQUEZ	300.00
10	00079761	C	05/20/2025	120314	LINCOLN JOURNAL STAR	238.00
10	00079762	C	05/20/2025	40200	LINDA DAMMANN	600.00
10	00079763	C	05/20/2025	40545	LISA DURANSKI	956.20
10	00079764	C	05/20/2025	120550	LOUP POWER DISTRICT	4,057.34
10	00079765	C	05/20/2025	220090	LYNN VOLLBRACHT	543.00
10	00079766	C	05/20/2025	5410	MARK BRADY	12.84
10	00079767	C	05/20/2025	130378	MENARDS	298.33
10	00079768	C	05/20/2025	10499	MICHELLE RUIPIER	600.00
10	00079769	C	05/20/2025	130547	MNJ TECHNOLOGIES	2,375.00
10	00079770	C	05/20/2025	130909	NANCY'S CAKE SHOPPE	135.00
10	00079771	C	05/20/2025	140351	NCSA	495.00
10	00079772	C	05/20/2025	140686	NEBRASKA STATE LITERACY ASSOC.	79.00
10	00079773	C	05/20/2025	140570	NEBRASKA TECHNOLOGY & TELECOM.	185.42
10	00079774	C	05/20/2025	140490	NETA CONFERENCE	2,926.00
10	00079775	C	05/20/2025	16306	OMNIFY BENEFITS	63.75
10	00079776	C	05/20/2025	150314	ORKIN EXTERMINATING CO INC	1,681.92
10	00079777	C	05/20/2025	80130	PEARSON ASSESSMENT	13,354.91
10	00079778	C	05/20/2025	160095	PERRY,GUTHERY, HAASE& GESSFORD P.C.,L.L.	1,414.80
10	00079779	C	05/20/2025	10197	POWERSCHOOL	13,114.59
10	00079780	C	05/20/2025	170125	QUILL CORPORATION	79.95
10	00079781	C	05/20/2025	21001	RACHEL BURGESS	29.40
10	00079782	C	05/20/2025	180234	REALLY GOOD STUFF THE CINEMA CENTER	36.85
10	00079783	C	05/20/2025	20250	RUTT'S HEATING & AIR	427.76
10	00079784	C	05/20/2025	981	SARAH WACHA	653.10
10	00079785	C	05/20/2025	760	SERVICEMASTER BY SHEVLIN	1,577.00
10	00079786	C	05/20/2025	190396	SHERWIN WILLIAMS	121.37
10	00079787	C	05/20/2025	190850	STATE OF NEBRASKA DAS STATE ACCTG.	5,857.40
10	00079788	C	05/20/2025	191085	SUPER SAVER	735.95
10	00079789	C	05/20/2025	16675	THE BREAKTHROUGH COACH	1,120.00
10	00079790	C	05/20/2025	15504	THINKWAVE	549.00
10	00079791	C	05/20/2025	200493	TWIN RIVER PUBLIC SCHOOL	160.00
10	00079792	C	05/20/2025	200606	U & I SANITATION	112.25
10	00079793	C	05/20/2025	210143	UNIVERSITY OF NEBRASKA - LINCOLN	5,420.00
10	00079794	C	05/20/2025	210143	UNIVERSITY OF NEBRASKA - LINCOLN	255.00
10	00079795	C	05/20/2025	14915	VALIDATE ME INC	200.00
10	00079796	C	05/20/2025	10320	VERIZON WIRELESS	868.51
10	00079797	C	05/20/2025	230049	CAPITAL ONE-WALMART (SPED)	6.96
10	00079798	C	05/20/2025	230051	WALMART CAPITAL ONE - MIG	285.19
10	00079799	C	05/20/2025	13420	WOODRIVER ENERGY LLC	666.52
10	00079800	A	05/20/2025	13897	ADILENE PEREZ	637.00
10	00079801	A	05/20/2025	130180	AMABA, LLC	7,662.20
10	00079802	A	05/20/2025	120155	AMY J SLAMA	566.30
10	00079803	A	05/20/2025	14710	AMY RICHARDS	234.38
10	00079804	A	05/20/2025	40709	ANN DUBAS	112.00
10	00079805	A	05/20/2025	990	BRANDY ROSE	494.90
10	00079806	A	05/20/2025	13315	BROOKE HEMMER	158.20
10	00079807	A	05/20/2025	14621	CALVIN FREY	1,040.20
10	00079808	A	05/20/2025	13528	CARA NEESEN	331.80
10	00079809	A	05/20/2025	110510	CAROLYN KOCH	107.52
10	00079810	A	05/20/2025	5967	CASSANDRA RUTH	931.70
10	00079811	A	05/20/2025	9512	CASSIE KRINGS	680.40
10	00079812	A	05/20/2025	13510	CHRISTINA HANCOCK	620.20
10	00079813	A	05/20/2025	50579	DAN ELLSWORTH	271.60
10	00079814	A	05/20/2025	180474	DARLENE RODRIGUEZ	980.70
10	00079815	A	05/20/2025	14001	DEVON GRONENTHAL	445.20
10	00079816	A	05/20/2025	14060	DYLAN SOUTHARD	380.80
10	00079817	A	05/20/2025	60033	ELISSA HEIBEL	194.60
10	00079818	A	05/20/2025	14125	EMMA MOORE	149.38
10	00079819	A	05/20/2025	14575	ERNIE VALENTINE	82.60

Check Register Summary

Batch Year: 25 Bank: 10 Date Range:

Bank	Check	Type	Date	Vendor	Vendor Name	Amount
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10	00079822	A	05/20/2025	11460	HAYLEY MURPHY	1,075.90
10	00079823	A	05/20/2025	140691	HD SUPPLY (FORMERLY HOME DEPOT PRO)	253.85
10	00079824	A	05/20/2025	15970	INGRID RODRIGUEZ	725.34
10	00079825	A	05/20/2025	15709	IRIS MEDINA GONZALEZ	803.60
10	00079826	A	05/20/2025	10375	RONELLE JACKSON	2,275.00
10	00079827	A	05/20/2025	8559	JACLYN TERNUS	297.50
10	00079828	A	05/20/2025	14745	JAEDYN MORRIS	1,045.80
10	00079829	A	05/20/2025	15954	JENNA MATTOX	409.50
10	00079830	A	05/20/2025	11223	JILL WIELGUS	807.50
10	00079831	A	05/20/2025	8540	JOLYNN KAHLANDT	875.70
10	00079832	A	05/20/2025	11932	JOSH ARIAS	979.30
10	00079833	A	05/20/2025	6459	KAISE RECEK	319.20
10	00079834	A	05/20/2025	14478	KASSANDRA CORNWELL	558.60
10	00079835	A	05/20/2025	100521	KRIS JOHNSON	214.90
10	00079836	A	05/20/2025	190384	LARRY SHEFCYK	151.17
10	00079837	A	05/20/2025	13480	LETISHIA KLEINSCHMIT	854.00
10	00079838	A	05/20/2025	13986	LYNNE WEBSTER	999.60
10	00079839	A	05/20/2025	15601	MARCI HAIGHT	236.80
10	00079840	A	05/20/2025	2267	MARCIA OSTMEYER	400.33
10	00079841	A	05/20/2025	11797	MARIA RODRIGUEZ	1,200.50
10	00079842	A	05/20/2025	14699	MARIAH BELLER	1,077.30
10	00079843	A	05/20/2025	11479	MEGAN WELCH	897.40
10	00079844	A	05/20/2025	14656	MERIDITH RIHA	495.60
10	00079845	A	05/20/2025	12246	MERRIDIE KAUP	707.70
10	00079846	A	05/20/2025	8788	NATHALIE VARGAS	699.30
10	00079847	A	05/20/2025	15962	NICOLE CHILES	954.80
10	00079848	A	05/20/2025	13498	RACHEL BUETTNER	345.10
10	00079849	A	05/20/2025	130708	SHARON M BROWN	1,275.40
10	00079850	A	05/20/2025	8524	SHAYNA CEPEL	764.54
10	00079851	A	05/20/2025	10740	SHELLI EICKMEIER	770.00
10	00079852	A	05/20/2025	15725	SONYA SUKUP	447.30
10	00079853	A	05/20/2025	12165	STEPHANIE FOREMAN	295.77
10	00079854	A	05/20/2025	13536	TERI OPFER	1,165.50
10	00079855	A	05/20/2025	70018	VANESSA GASCON-GUARCAS	542.50
10	00079856	A	05/20/2025	230361	WENDY WOLFE	683.20
10	00079857	A	05/20/2025	10545	YARIBEY RODRIGUEZ	1,124.20
10	00079858	C	05/20/2025	16438	FNBO - AA	1,898.72
10	00079859	C	05/20/2025	16500	FNBO - SO	17.04
<b>Total Bank: 10</b>						<b>\$959,460.73</b>

<b>Total Computer Checks:</b>	<b>\$916,214.03</b>
<b>Total Manual Checks:</b>	<b>\$0.00</b>
<b>Total ACH Checks:</b>	<b>\$43,246.70</b>
<b>Total Other Checks:</b>	<b>\$0.00</b>
<b>Total Electronic Checks:</b>	<b>\$0.00</b>
<b>Total Computer Voids:</b>	<b>\$0.00</b>
<b>Total Manual Voids:</b>	<b>\$0.00</b>
<b>Total ACH Voids:</b>	<b>\$0.00</b>
<b>Total Other Voids:</b>	<b>\$0.00</b>
<b>Total Electronic Voids:</b>	<b>\$0.00</b>
<b>Grand Total:</b>	<b>\$959,460.73</b>
<b>Number of Checks:</b>	<b>164</b>

Batch Year	Batch	Amount
25	000231	94,284.04
25	000243	74,855.16
25	000257	32,637.56

# Check Register Summary

Batch Year: 25    Bank: 10    Date Range:

Batch Year	Batch	Amount
25	000260	755,768.21
25	000263	1,915.76



### **Article III, Section 7, G Internet Safety Policy**

It is the policy of the ESU to comply with the Children’s Internet Protection Act (CIPA) and Children’s Online Privacy Protection Act (COPPA). With respect to the ESU’s computer network, the ESU shall: (a) protect against user access to, or transmission of, inappropriate material via Internet, electronic mail, or other forms of direct electronic communications; (b) provide for the safety and security of minors when using electronic mail, chat rooms, and other forms of direct electronic communications; (c) protect against unauthorized access, including so-called “hacking,” and other unlawful activities online; (d) protect against unauthorized online disclosure, use, or dissemination of personal identification information of minors; (e) obtain verifiable parental consent before allowing third parties to collect personal information online from students; and (f) implement measures designed to restrict minors’ access to materials (visual or non-visual) that are harmful to minors.

1. Definitions. Key terms are as defined in CIPA. “Inappropriate material” for purposes of this policy includes material that is obscene, child pornography, or harmful to minors. The term “harmful to minors” means any picture, image, graphic image file, or other visual depiction that: (1) taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion; (2) depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; and (3) taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.
2. Access to Inappropriate Material. To the extent practical, technology protection measures (or “Internet filters”) shall be used to block or filter Internet, or other forms of electronic communications, access to inappropriate information. Specifically, as required by the CIPA, blocking shall be applied to visual depictions of material deemed obscene or child pornography, or to any material deemed harmful to minors. Subject to staff supervision, technology protection measures may be disabled or, in the case of minors, minimized only for bona fide research or other lawful purposes.
3. Inappropriate Network Usage. To the extent practical, steps shall be taken to promote the safety and security of users of the ESU’s online computer network when using electronic mail, chat rooms, instant messaging, and other forms of direct electronic communications. Specifically, as required by CIPA, prevention of inappropriate network usage includes: (a) unauthorized access, including so-called ‘hacking,’ and other unlawful activities; and (b) unauthorized disclosure, use, and dissemination of personal identification information regarding minors.
4. Supervision and Monitoring. It shall be the responsibility of all members of the ESU staff to supervise and monitor usage of the online computer network and access to the Internet in accordance with this policy and CIPA. Procedures for the disabling or otherwise modifying any technology protection measures shall be the responsibility of the Administrator and the Administrator’s designees.

5. Parental Consent. The ESU shall obtain verifiable parental consent prior to students providing or otherwise disclosing personal information online.
6. Adoption. This Internet Safety Policy shall be adopted by the Board at a public meeting, following normal public notice.

Legal Reference:	47 USC § 254 (Children’s Internet Protection Act)
Date of Adoption:	November 19, 2018
Date of Review:	June 15, 2020 June 21, 2021 June 20, 2022 May 15, 2023 May 20, 2024 May 19, 2025

## Section 2 - Staff Handbooks and Job Descriptions

### Article IV, Section 2, A Staff Handbooks and Job Descriptions

The administration is responsible for preparing and distributing staff handbooks and job descriptions. Staff handbooks and job descriptions approved by the Board shall have the effect of Board-approved policy and, if approved by the Board later in time to any conflicting Board policy, shall control over conflicting Board policy.

Legal Reference:	
Date of Adoption:	February 18, 2019
Date(s) of Review:	June 20, 2022 May 15, 2023 May 20, 2024 May 19, 2025

## Article V, Section 5, C Use of Restraints and Seclusion

### Definitions

1. Physical Restraint. Physical restraint means one or more persons using a physical hold to restrict a student's freedom of movement as a response to student behavior. A light touching of a student while conducting a physical escort or a touching to provide instructional assistance is not a physical restraint for purposes of this guidance.
2. Seclusion. Seclusion is the involuntary confinement of a student alone in a room or area from which the student is physically prevented from leaving as a response to student behavior.

### Physical Restraint

1. When Physical Restraint May be Used. Physical restraint may be used in the following circumstances:
  - To prevent a student from completing an act that would result in injury to the student or others when there is a substantial risk that the student would commit the act.
  - A verbal threat by a student does not present a substantial risk that a student would commit an aggressive act **unless** the student also demonstrates the ability, the intent, and the immediacy to carry out the threat.
  - Destruction of or damage to property does not present a substantial risk of personal injury **unless** personal injury would be caused as a result of the destructive act (for example, throwing sharp or heavy objects when others are present, or the person whose property is about to be destroyed is likely to react physically if the person's property were destroyed). (Note: If a student is about to destroy or damage property, the act of grasping the student's arm or leg solely to prevent the striking, throwing or kicking of the item is not prohibited).
  - To move a student to a seclusion room, or to remove a student to another location because the student is creating a substantial disruption to others, in circumstances where the student is unable to be moved or removed without the use of physical restraint; and
  - In circumstances where the student's IEP or a Behavioral Plan provides for the use of physical restraint in circumstances other than the foregoing. If it is anticipated that physical restraint may need to be used with a special education student, the IEP team is to discuss and include use of physical restraint in the student's IEP if the IEP team determines use of physical restraint to be appropriate. (Note: IEPs or Behavioral Plans should not provide for such physical restraint except in those circumstances where the professional staff determines that non-aversive or positive intervention strategies would not be effective).

Physical restraint may not be used:

- When a known medical or psychological condition contraindicates its use.
- As a form of punishment.

Conditions. Use of physical restraint shall take into consideration the safety and security of the student.

In determining whether a student who is being physically restrained should be removed from the area where such restraint was initiated, the staff shall consider the potential for injury to the student, the student's privacy interests, and the educational and emotional well-being of other students in the vicinity.

If physical restraint is imposed upon a student whose primary mode of communication is sign language or an augmentative mode, the student shall be permitted to have his or her hands free of restraint for brief periods, unless staff determines that such freedom appears likely to result in harm to the student or others.

1. Timeline. Physical restraint is to be used only as long as necessary to resolve the reason for which it was initiated.
2. Training. Physical restraint shall be applied only by individuals who have received systematic training that includes all the elements described below. An individual who applies physical restraint shall use only techniques in which he or she has received such training within the preceding two (2) years.

Training with respect to physical restraint may be provided either by the ESU or by an external entity and shall include, but need not be limited to:

- Appropriate procedures for preventing the need for physical restraint, including the de-escalation of problematic behavior, relationship-building, and the use of alternatives to restraint;
- A description and identification of dangerous behaviors on the part of students that may indicate the need for physical restraint and methods for evaluating the risk of harm in individual situations in order to determine whether the use of restraint is warranted;
- The simulated experience of administering and receiving a variety of physical restraint techniques, ranging from minimal physical involvement to very controlling interventions;
- Instruction regarding the effects of physical restraint on the person restrained, including instruction on monitoring physical signs of distress and obtaining medical assistance;
- Instruction regarding documentation and reporting requirements and investigation of injuries and complaints; and
- Demonstration by participants of proficiency in administering physical restraint.

An individual may provide training to others in a particular method of physical restraint only if he or she has completed training in that technique that meets the foregoing requirements within the preceding one-year period.

## **Seclusion**

### **1. When Seclusion May be Used.**

Seclusion may be used in the following circumstances:

- When a student's behavior is so out of control that the student's behavior creates a risk of injury to the student or others;
- When a student's behavior is so out of control that the student is causing a substantial disruption to school activities and there is no other technique and no other place the student may be moved to prevent continued disruption;
- When a student's behavior is so out of control that the student is unable to engage in educational activities and there is no other technique that could reasonably be employed to allow the student's emotions to cool down and engage in appropriate behaviors and educational activities; and
- The student has an IEP or a Behavioral Plan which provides for the use of seclusion in circumstances other than the foregoing. If it is anticipated that seclusion may need to be used with a special education student, the IEP team is to discuss and include the use of seclusion in the student's IEP if the IEP team determines use of seclusion to be appropriate. (Note: IEPs or Behavioral Plans should not provide for the use of seclusion except in those circumstances where the professional staff determines that non-aversive or positive intervention strategies would not be effective).

### **Seclusion may not be used:**

- When a known medical or psychological condition contraindicates its use.
- As a form of punishment.

**Conditions.** Use of seclusion shall take into consideration the safety and security of the student.

Enclosures used for seclusion, other than enclosures used on a temporary basis, shall:

- Have the same ceiling height as the surrounding room or rooms and be large enough to accommodate not only the student being isolated but also any other individual who is required to accompany that student.
- Be constructed of materials that cannot be used by students to harm themselves or others, be free of electrical outlets, exposed wiring, and other objects that could be used by students to harm themselves or others, and be designed so that students cannot climb up the walls (including walls far enough apart so as not to offer the student being isolated sufficient leverage for climbing).
- If an enclosure used for isolated time out is fitted with a door, the door shall either be a steel door or a wooden door of solid-core construction. If the door includes a viewing panel, the panel shall be unbreakable.
- Be designed to permit visual monitoring of and communication with the student sufficient to ensure the student's safety and security. For students who do not communicate verbally, arrangements shall be made to permit the student to periodically communicate the student's needs.
- If a locking mechanism is used on the enclosure, the mechanism shall be constructed so that it will engage only when a key, handle, knob, or other similar device is being held in

position by a person, unless the mechanism is an electrically or electronically controlled one that is automatically released when the building's fire alarm system is triggered. Upon release of the locking mechanism by the supervising adult, the door must be able to be opened readily.

The procedures for use of seclusion include:

- An adult who is responsible for supervising the student shall remain within close proximity of the enclosure.
- The adult responsible for supervising the student must periodically check on the student visually if possible.

**Timeline.** A student shall not be kept in seclusion for more than 20 minutes after the student ceases presenting the specific behavior for which isolated time out was imposed or any other behavior for which isolated time out would be an appropriate intervention.

**Training.** Orientation will be provided to staff members who are anticipated to be involved in the use of seclusion. The orientation shall cover the procedures contained in this Guidance.

### **Documentation and Evaluation**

1. **Documentation of Use of Physical Restraint or Seclusion.** A written record of each use of seclusion or physical restraint shall be prepared and maintained in the student's Learning Academy record. The student's resident school district shall also maintain a copy of each such record. Each such record shall include:
  - The student's name;
  - The date of the incident;
  - The beginning and ending times of the incident;
  - A description of any relevant events leading up to the incident;
  - A description of any interventions used prior to the implementation of physical restraint or seclusion;
  - A description of the incident and/or student behavior that resulted in implementation of physical restraint or seclusion;
  - A log of the student's behavior during physical restraint or seclusion, including a description of the restraint technique(s) used and any other interaction between the student and staff;
  - A description of any injuries (whether to students, staff, or others) or property damage;
  - A description of any planned approach to dealing with the student's behavior in the future;
  - A list of the school personnel who participated in the implementation, monitoring, and supervision of physical restraint or seclusion;
  - The date on which the parent or guardian was notified.

The record shall be completed by the beginning of the school day following the use of seclusion or physical restraint.

1. Notification of Administration. ESU 7 Special Education Director or Director designee shall be notified of the incident as soon as possible, but no later than the end of the school day on which it occurred.
2. Notification of Parent or Guardian. Within 24 hours after use of seclusion or physical restraint, the ESU 7 Special Education Director or designee shall send written notice of the incident to the student’s parents or guardians, unless the parent or guardian has provided the ESU a written waiver of this requirement for notification. The parent or guardian shall be informed of the date of the incident, a description of the intervention (physical restraint or seclusion) used, and who at the school may be contacted for further information.
3. Evaluation. An evaluation shall be conducted whenever a physical restraint exceeds 15 minutes or results in physical injury, whenever a seclusion exceeds 30 minutes, or use of physical restraint or seclusion is repeated with an individual student during any three-hour period:
  - A certified staff person trained in the use of physical restraint, or knowledgeable about the use of seclusion, as applicable, shall evaluate the situation.
  - The evaluation shall consider the appropriateness of continuing the procedure in use, including the student’s potential need for medication, nourishment, or use of a restroom, and the need for alternate strategies (e.g., assessment by a mental health crisis team, assistance from police, or transportation by ambulance).

The results of the evaluation shall be committed to writing and copies of this documentation shall be placed into the student’s Learning Academy student record and provided to the ESU 7 Special Education Director or designee.

ESU 7 shall review Article V, Section 5, C, Restraint and Seclusion Policy annually.

Legal Reference:	
Date of Adoption:	June 17, 2019
Date(s) of Review:	June 15, 2020 June 21, 2021 June 20, 2022 May 15, 2023 May 20, 2024 May 19, 2025

## **Article V, Section 5, D Removal of Students and Interviews of Students**

### **1. Removal of Students by Law Enforcement Officials**

In dealing with law enforcement officials, ESU employees are not to obstruct government operations or unreasonably refuse or fail to aid a peace officer, but are also to attempt to prevent undue interference with ESU operations or educational programming.

A peace officer may in the line of duty require a student to accompany him for questioning or detention, either with or without an arrest warrant. A peace officer has the lawful authority to take immediate temporary custody of children under the age of 18 without a warrant or order of the court (1) when, in the presence of the officer, the juvenile has violated a state law or municipal ordinance; (2) when a felony has been committed and the officer has reasonable grounds to believe that the juvenile committed it; (3) when such juvenile is seriously endangered in his or her surroundings and immediate removal appears to be necessary for the juvenile's protection; or (4) when there are reasonable grounds to believe that the juvenile has run away from his or her parent, guardian, or custodian. A probation officer assigned to a student by a court also has the statutory authority to arrest a student in certain circumstances and that power is similar to the power granted to a peace officer by law.

If a peace officer or probation officer requests custody of a student who is at that time under the control and jurisdiction of the ESU:

- a. The student should be released after appropriate measures are taken and documented to ensure that the officer has the authority to take the student.
- b. Upon releasing the student, the school in which the student is enrolled has a statutory responsibility to inform the student's parent or guardian of the removal. To assist the school in meeting this responsibility, the ESU employee who has released the student shall contact an appropriate administrator of the school in which the student is enrolled. The school administrator shall be informed of any circumstances that warrant a delay in immediately contacting the parent or guardian, such as information which suggests that immediate notification could interfere with the peace officer's performance of duties or create a dangerous situation for the student or peace officer.

In some instances there may be orders for custody of a student served by the FBI, a federal marshal, a postal inspector, another federal officer, state official, or officers from outside the jurisdiction of the ESU. While these officers may have authority to arrest and remove students, local law enforcement should be contacted and requested to participate in or monitor the removal.

A student should not be released to a private detective or “special police officer” who is not an officer of a Nebraska political subdivision or an officer of some agency of the federal government without consent of the student’s parent, guardian or custodian.

## 2. Interviews of Students by Law Enforcement Officials

Unless a student is placed under arrest, a peace officer or probation officer will not be permitted to remove a student from the control and jurisdiction of the ESU for questioning unless permission of the student’s parent, guardian or custodian is obtained. Law enforcement officers should be urged to contact students outside the instructional day and off ESU premises whenever possible. Questioning or interview of students on ESU premises should only take place pursuant to the following guidelines:

- a. If an interview of a student is requested during school hours concerning an ongoing investigation of a crime not related to the ESU, questioning should not take place until the student’s parent, guardian or custodian has been contacted, either by the ESU or by an appropriate administrator of the school in which the student is enrolled, and permission is given for such an interview. The consent should be documented. The presence of an ESU employee during the interview is not necessary.
- b. If an investigator represents that an interview is necessary to collect information concerning an allegation of child abuse or neglect or an offense involving a family relation and it is clear that obtaining parental consent for the interview would be impossible or counter-productive, the interview may be conducted on ESU premises without such consent. In these situations, an employee of the ESU or the school in which the student is enrolled should be present during the interview to ensure that the interview relates only to those matters specified by the law enforcement official.
- c. If the investigation relates to an incident which took place on ESU or school premises or during instructional time, it is not necessary to obtain parental consent for an interview. In these situations, an employee of the ESU or the school in which the student is enrolled should be present during the interview to ensure that the interview relates only to the incident which took place on ESU or school premises or during instructional time or something which is directly related thereto.
- d. A probation officer assigned to a student by a court may be allowed the opportunity, on request, to interview a student on ESU premises free from the observation of other children or individuals. In such situations, it is neither necessary nor desirable that an ESU employee be present during the interview. It also is not necessary to obtain the consent of the parent, guardian, or custodian for the interview.

## 3. Disclosure of Student Records

ESU employees shall not, in the course of dealing with a peace officer or probation officer, disclose any confidential student records or information from such student records other than in response to a court order or subpoena or as otherwise authorized by state law and the Family Educational Rights and Privacy Act (FERPA).

4. Interviews of Students by Persons other than Law Enforcement Officials

Any person other than an employee or agent of the ESU or of the school in which the student is enrolled who comes to ESU premises to interview a student or remove a student prior to the end of the student’s instructional day must obtain permission of the Administrator or designee.

Permission to remove is not to be granted unless authorized by the student’s parent, guardian or custodian or a person authorized by the student’s parent, guardian or custodian.

Permission to interview is not to be granted unless that person has a clearly valid and proper reason and such is not disruptive to ESU operations or the student’s educational program. Ordinarily such contacts shall be restricted to the student’s parent, guardian or custodian or a friend of the family when an emergency or other similar circumstance exists.

Legal Reference:	§ 43-248; § 43-418; § 79-294 § 79-2,104 (student records) 20 U.S.C. 1232g (FERPA)
Date of Adoption:	June 17, 2019
Date(s) of Review:	June 15, 2020 June 21, 2021 June 20, 2022 May 15, 2023 May 20, 2024 May 19, 2025

## Article V, Section 5, E Animals at ESU 7

Animals are not allowed in ESU 7 buildings or on ESU 7 property without the written permission of the Administrator or his/her designee except as provided in this policy or as otherwise required by law.

### I. Use of Animals for Instructional Purposes

Animals that support an ESU 7 program or curriculum or that are used for instructional purposes are allowed in ESU 7 buildings or on ESU 7 property with the written permission of the administrator or designee.

### II. Service Animals

The ESU 7 does not permit discrimination against individuals with disabilities, including those who require the assistance of a service animal. An individual with a disability is permitted to be accompanied by his/her service animal on ESU 7 property when required by law, subject to the conditions of this policy.

- Service Animal. A “service animal” is a dog that has been individually trained to do work or perform tasks for the benefit of an individual with a disability, including a physical, sensory, psychiatric, intellectual, or other mental disability. Work or tasks do not include the crime deterrent effects of an animal's presence and the provision of emotional support, well-being, comfort, or companionship. The work or tasks performed by a service animal must be directly related to the handler's disability or necessary to mitigate a disability. Other species of animals, whether wild or domestic, trained or untrained, are not service animals for the purposes of this definition.
- ESU 7 Inquiries. ESU 7 officials may ask the owner or handler of an animal whether the animal is required because of a disability and what work or task the animal has been trained to do unless the answers to these inquiries are readily apparent. ESU 7 officials may not ask about the nature or extent of a person's disability and may not require documentary proof of certification or licensing as a service animal.
- Procedural Requirements. The following requirements must be satisfied before a service animal will be allowed in ESU 7 buildings or on campus grounds:
  - Request. A person who wants to be accompanied by his/her service animal must submit a written request form to the Administrator or designee. The request form is located in the ESU 7 Procedure Manual. These requests must be renewed each academic year or whenever a different service animal will be used.
  - Health and Vaccination. The owner or handler must have proof of current licensure from the local licensing authority including proof of the service animal's current vaccinations and immunizations required by law.

Service animals will not be allowed in ESU 7 buildings or other ESU 7 property until the ESU 7 has approved the request.

- Control. A service animal must be under the control of its handler at all times. The service animal must have a harness, backpack, vest identifying the dog as a trained

service dog, leash, or other tether. If the handler is unable to use a harness, backpack, vest, leash, or other tether, because of a disability or the use of a harness, backpack, vest, leash, or other tether would interfere with the service animal's safe, effective performance of work or tasks, the use of these items is not required. However, the service animal must be otherwise under the handler's control.

- Exclusion or Removal from ESU 7. A service animal may be excluded from ESU 7 property and buildings if the ESU Administrator, Special Education Director, or principal determines that:
  1. A handler does not have control of the service animal;
  2. The service animal is not housebroken;
  3. The service animal presents a direct and immediate threat to others in the ESU;  
or
  4. The animal's presence fundamentally alters the nature of the service, program, or activity.

The handler or the student's parent or guardian shall be required to remove the service animal from the ESU premises immediately upon such a determination. If the service animal is removed, the individual with a disability shall be provided with the opportunity to participate in the service, program, or activity without the service animal.

- Allergic Reactions. If any student or employee assigned to a classroom or mode of transportation in which a service animal is permitted suffers an allergic reaction to the service animal, the person having custody and control of the animal will be required to remove the animal to a different location designated by an administrator. The ESU will arrange a meeting between ESU personnel, the individual with the disability, and the parents or guardian(s) of the person with the disability if that person is a student to develop an alternate plan.
- Supervision and Care of Service Animals. The owner or handler of a service animal is solely responsible for the supervision and care of the animal, including any feeding, exercising, and clean up while the animal is in an ESU 7 building or on ESU property. The student's parent or guardian is responsible for providing for the supervision and the care of the animal in the event that his or her student is not able to do so. ESU 7 is not responsible for providing any care, supervision, or assistance for a service animal.
- Damage to School Property and Injuries. The owner or handler of a service animal is solely responsible and liable for any damage to ESU 7 property or injury to personnel, students, or others caused by the animal.
- Service Animal in Training. This policy shall also be applicable to service animals in training that are accompanied by a bona fide trainer.
- Denial of Access and Grievance. If an ESU official denies a request for access of a service animal, the disabled individual or parent or guardian can file a written grievance with the school's Section 504 Coordinator.

### III. Therapy Dogs

A “therapy dog” is a dog that has been individually trained and certified to work with its owner to provide emotional support, well-being, comfort, or companionship. Therapy dogs are not “service animals” as that term is used in the Americans with Disabilities Act.

Therapy dogs will not be allowed on ESU 7 grounds or ESU 7 property except as otherwise required by law or through the prior approval of the Administrator. The Administrator may only approve therapy dogs on ESU 7 grounds or ESU 7 property if the following conditions are met: (1) the handler provides documentation regarding certification, licensure, and vaccinations, (2) the Administrator or designee determines that it is in the best interest of ESU 7 to allow the therapy dog; (3) ESU 7 contracts for or is otherwise responsible for bringing the therapy dog onto ESU 7 grounds or ESU 7 property; (4) the therapy dog will aid or further a purpose of ESU 7; and (5) ESU 7 has taken reasonable steps to ensure that the therapy dog has been trained and will not pose a threat to the health or safety of others at ESU 7, and (6) the involvement of therapy dog is temporary, and not to exceed 5 program days unless an extension is approved by the Administrator or designee.

Legal Reference:	
Date of Adoption:	August 21, 2023
Date(s) of Review:	May 20, 2024 May 19, 2025

# Section 6 - Student Conduct

## Article V, Section 6, A Student/Parent Handbook

Students are to be held responsible for compliance with the ESU student handbook. ESU employees shall report handbook violations to the Administrator or designee.

The ESU 7 Administration is responsible for preparing student/parent handbooks for Board approval and distribution. The Board will review and approve student/parent handbooks in order that the contents may be accorded the legal status of board-approved policy and regulation. It is essential that the contents of student/parent handbooks conform with ESU 7 policies and regulations. The Board, therefore, expects student/parent handbooks to be approved by the Board and/or ESU 7 Administrator or designee before publication.

Legal Reference:	
Date of Adoption:	June 17, 2019
Date(s) of Review:	June 15, 2020 June 20, 2022 May 15, 2023 May 20, 2024 May 19, 2025

**Article V, Section 6, B Search and Seizure**

The ESU exercises exclusive control over lockers, desks and other such property that is owned by the ESU and made available for use by students. Students should not expect privacy regarding items placed in or on such property because ESU property is subject to search at any time by ESU officials. Periodic, random searches of student lockers may be conducted at the discretion of the administration.

The following rules shall apply to the search and seizure of items in a student’s possession or control:

1. ESU officials may conduct a search if there is a reasonable basis to believe that the search will uncover evidence of a crime or rule violation.
2. Illegal items or other items reasonably determined to be a threat to the safety of others, a threat to educational purposes, or a prohibited nuisance item may be seized by ESU officials. Any firearm shall be confiscated and delivered to law enforcement as soon as practical.
3. Items which are used to disrupt or interfere with the educational process may be removed from student possession.
4. The appropriate administrator of the school in which the student is enrolled is to be notified when items are discovered that would warrant discipline of the student under the school’s student code of conduct.

Legal Reference:	
Date of Adoption:	June 17, 2019
Date(s) of Review:	June 15, 2020 June 21, 2021 June 20, 2022 May 15, 2023 May 20, 2024 May 19, 2025

**Article V, Section 6, C Anti-Bullying**

It is the policy of ESU 7 to provide a physically safe and emotionally secure environment for students and staff. The administration and staff are to implement strategies and practices to reinforce and encourage positive behaviors by students. Positive behaviors include non-violence, cooperation, teamwork, understanding, and acceptance of others. The administration and staff are to implement strategies and practices to identify and prevent inappropriate behaviors by all students, including anti-bullying education for all students.

Inappropriate behaviors include bullying, intimidation, and harassment. Bullying means any ongoing pattern of physical, verbal, or electronic abuse in areas within the control or jurisdiction of the ESU.

Legal Reference:	
Date of Adoption:	June 17, 2019
Date(s) of Review:	June 15, 2020 June 21, 2021 June 20, 2022 May 15, 2023 May 20, 2024 May 19, 2025

## Section 7 - Student Health

### Article V, Section 7, A Prohibition on Mandatory Medication

A student shall not be required to obtain a prescription for a controlled substance as a condition for receiving ESU educational services, an evaluation or special education services.

Legal Reference:	20 U.S.C. 1400 et seq. 34 CFR Part 300 (Individuals with Disabilities Education Act and regulations) 92 NAC 51 (NDE Rule 51)
Date of Adoption:	May 20, 2019
Date(s) of Review:	June 20, 2022 May 15, 2023 May 20, 2024 May 19, 2025

## **Article V, Section 7, B Dispensing Medications**

The administration of medication to students is to be limited to medications that must be taken while students are participating in ESU programs or otherwise under the control and jurisdiction of the ESU. Adjustment of dosage intervals should be considered before medication is administered by ESU employees.

All medications administered by ESU personnel shall be administered in accordance with the Medication Aide Act.

1. Authorizations for Prescription Medications. Prescription medications may be administered when the following are on file with the ESU:
  - a. Physician's Authorization: A physician's signed, dated authorization including name of the medication, dosage, administration route, time to be given and reason the student is receiving the medication.
  - b. Caretaker's Authorization: A caretaker's signed and dated authorization or permission to administer the medication during school. (Note: All references to "caretaker" in this policy shall mean a parent, foster parent, family member, or legal guardian who provides care for the student for whom medication is to be administered. The laws include a "friend" as a caretaker, but the school will not ordinarily recognize such an individual as a "caretaker" for the purposes of medication administration).
  - c. Original Packaging: The medication is in its original packaging and is labeled as dispensed by the prescriber or pharmacist. The label must name the student and identify the medication, strength, time interval and route to be administered. If needed, the physician may be contacted for clarification.
2. Authorizations for Non-Prescription Medications. Non-prescription medications may be administered provided that a caretaker's authorization is provided in the form established by the Administrator or designee and the medication is in its original packaging.
3. Renewal of Authorizations. Medication authorizations must be renewed annually and updated immediately as changes occur.
4. Documentation. Accurate medication administration records are to be kept and maintained. Documentation of each dose of medication administered shall be made reflecting the student's name, the name of the medication, date, time, dosage, route, the signature and title of the person administering the medication and any unusual observations, and any refusal by the recipient to take or receive the medication. Medication documentation shall be kept confidential in accordance with the policies and practices concerning student records, provided that medication administration records shall be available to the Department of Education and the Department of Health and Human Services Regulation and Licensure for inspection and

copying according to the Family Education Rights and Privacy Act (FERPA) requirements. Such medication administration records shall be maintained for not less than two years.

5. Storage. Medication shall be stored in a locked or otherwise secure area in accordance with the manufacturer's or dispensing pharmacist's instructions or temperature, light, humidity, or other storage instructions. Only authorized personnel who are designated by the administration shall have access to the medications. The school nurse shall establish procedures for monitoring the storage and handling of medication, the medication's expiration date, and the disposal of medication.

6. Receipt and Disposal of Medications. Medication shall be delivered to ESU personnel and picked up by the parent or school district personnel when accompanied by signed/dated permission to do so. When medication is received, the amount received should be documented. Medication which is either past the expiration date or not claimed by the parent in person or a designated school district personnel by a reasonable time following the student's departure from the ESU program shall be destroyed. Procedures for destroying medication shall include witness and documentation.

7. Administration of Medication by ESU Personnel.

a. Administration of Medication: Administration of medication includes, but is not limited to:

- i. Providing medications for another person according to the "five rights" (getting the right drug to the right recipient in the right dosage by the right route at the right time);
- ii. Recording medication provision; and
- iii. Observing, monitoring, reporting, and otherwise taking appropriate actions regarding desired effects, side effects, interactions, and contraindications associated with the medication.

b. Authorized ESU Personnel: Administration of medication shall only be done by the following:

- i. Health Care Professionals (School Nurses). This means an individual who holds a current license from the Department of Health and Human Services Regulation and Licensure for whom administration of medication is included in the scope of practice. For purposes of this Policy, such individuals are referred to as "school nurses."
- ii. Medication Competent Staff. This means a staff member of the ESU who, by arrangement with the school in which the student is enrolled is an employee of the ESU for purposes of the medication administration laws and who has been determined to be competent to administer medication in accordance with the competency assessment standards established by law. A medication competent staff member is to be subject to direction and monitoring, which involves responsibility for observing and taking appropriate action regarding any desired effects, side effects, interactions, and contraindications associated with the medication. Direction and monitoring is to be done by a recipient with capability

and capacity to make an informed decision about medications, a caretaker, or the school nurse. Medication competent staff members are to promptly report any medication errors or concerns to the school nurse.

c. Routes of Medication Administered by ESU Personnel:

- i. Routine Medication via Oral, Inhalation, Topical, and Instillation Routes: School nurses and medication competent staff may provide routine medications (meaning the frequency of administration, amount, strength, and method are specifically fixed) by the following routes:
  1. Oral, which includes any medication given by mouth including sublingual (placing under the tongue) and buccal (placing between the cheek and gum) routes and oral sprays;
  2. Inhalation, which includes inhalers, and nebulizers. Oxygen may be given by inhalation;
  3. Topical application of sprays, creams, ointments, and lotions and transdermal patches; and
  4. Instillation by drops, ointments, and sprays into the eyes, ears, and nose.
- ii. Administration of Medication via Additional Routes, PRN Medication, and Observing and Reporting: School nurses and medication competent staff may provide medication by additional routes (“additional routes”), provide PRN medication (PRN medication means an administration scheme in which a medication is not routine, is taken as needed, and requires assessment for need and effectiveness), or participate in observing and reporting for monitoring medications only under the following conditions:
  1. In the case of a medication competent staff member, a determination has been made by the school nurse or by the student’s physician or duly licensed health care professional that these activities can be done safely for the specified recipient by the medication competent staff member and the determination is placed in writing.
  2. Directions for additional routes must be for recipient specific procedures and must be in writing.
  3. Directions for PRN medication must be in writing and include parameters for provision of PRN medication.
  4. Directions for observing and reporting for monitoring medication must be in writing and include the parameters for the observation and reporting.
  5. ESU personnel administering the medication shall comply with the written directions.
- iii. Injections: School nurses will ordinarily be responsible for medications that must be provided or administered by injection. A medication competent staff member will not ordinarily administer medications by injection without specific training on injection administration. Students may be authorized to self-administer medication as hereafter provided.

- d. Refusal to Administer Medication: The ESU may refuse to give a medication if after a reasonable and prudent research by an ESU or school health care professional a

decision has been made that the dosage prescribed exceeds that which is recommended in the Physician's Desk Reference, Mosby's Nursing Drug Reference, the most recent edition of the Nursing Drug Handbook, or other pharmaceutical manuals handbook; or when a drug or substance is not currently approved by the FDA. When ESU personnel refuse to carry out a request to administer medication, the Administrator or designee is to be notified and efforts are to be made to work out a suitable solution (such as changing the time of administration, the dosage, or the medication) with the parent or guardian and the physician.

Legal Reference:	§§ 71-6718 to 71-6742; NDE Rule 59
Date of Adoption:	June 17, 2019
Date(s) of Review:	June 15, 2020 June 21, 2021 June 20, 2022 May 15, 2023 May 20, 2024 May 19, 2025

**Article V, Section 7, C Student Self-Management of Asthma, Anaphylaxis and Diabetes**

Students with asthma, anaphylaxis or diabetes will be permitted to self-manage such medical conditions while participating in programs operated by the ESU when the student has a self-management plan established with the school in which they are enrolled that is prepared and signed in accordance with legal requirements. A copy of this plan must be provided to the ESU program.

Legal Reference:	§§ 79-224 and 79-225
Date of Adoption:	June 17, 2019
Date(s) of Review:	June 20, 2022 May 15, 2023 May 20, 2024 May 19, 2025

**Article V, Section 7, E Emergency Medical Aid**

When a student is receiving services in a program under the control or supervision of the ESU, ESU employees are to utilize the skills within their capacity to respond to health emergencies. Employees are to render medical aid to students in need of emergency medical services or, as appropriate, arrange for the transportation of the student to the nearest facility where professional medical assistance is available.

Every effort should be made by ESU 7 employees to contact the student’s parent or guardian, if time allows for such contact under emergency circumstances; but the primary interest is the health of the student. In the event that emergency circumstances do not allow the employee to contact a parent or guardian prior to the rendering of medical assistance, then the employee should contact the parent or guardian at the earliest practical time under the circumstances.

Legal Reference:	
Date of Adoption:	May 20, 2019
Date(s) of Review:	June 21, 2021 June 20, 2022 May 15, 2023 May 20, 2024 May 19, 2025

## **Article V, Section 7, F Wellness**

It is the policy of ESU 7 to provide curriculum, instruction, and experiences in a health promoting environment to instill habits of lifelong learning and health when providing services to students in its own school programs, to be generally consistent with that in place in the schools from which students served by ESU 7 are enrolled. Therefore, the Board adopts the following Wellness Policy applicable to any school program in which the services are provided by ESU 7 in a school-setting other than within a school district served by ESU 7.

### **1. Goals to Promote Student Wellness**

Level III Programs have established the following student wellness goals that are designed to promote student wellness in a manner that Level III Programs determine to be appropriate:

- Nutrition Education. To implement a curriculum that meets or exceeds the health and nutrition education objectives established by the Nebraska Department of Education.
- Physical Activity. To implement a curriculum that meets or exceeds the health and physical education objectives established by the Nebraska Department of Education.
- Other School Activities. To offer other suitable opportunities for students to engage in health-promoting activities.

The ESU 7 Administrator or designee shall establish such further goals as are determined appropriate to meet the stated mission.

### **2. Nutrition Guidelines**

Nutrition guidelines have been selected by Level III Programs for all foods available to students during the school day with the objective of promoting student health and reducing childhood obesity. The guidelines are as follows:

- any lunch program offered by Level III Programs will meet or exceed the requirements of federal and state law and regulatory authorities and
- no food in competition with the school lunch program shall be sold or otherwise made available to students anywhere on Level III Programs premises during the period of one-half hour prior to serving lunch and lasting until one-half hour after the serving of lunch. The ESU 7 Administrator or designee shall establish such further nutrition guidelines as are determined appropriate to meet the stated mission.

According to 7 CFR 210.31(e)(2), all schools are required to complete an assessment of their school's compliance with their local school wellness policy (SWP) at least once every three years (triennial) and make this assessment available to the public by posting assessment responses to the school's website. ESU 7 participates in the school lunch program by contracting with a local public school system. We post information collected and partnered with this specific school district.

### **3. Plan for Measuring Implementation and Designation of Responsible Persons**

The ESU 7 Administrator or the Administrator’s designee is charged with operational responsibility for ensuring that the ESU meets the Wellness Policy. The ESU 7 Administrator or designee shall measure implementation of the Wellness Policy by conducting periodic reviews or receiving periodic reports.

Due to the unique nature of Level III Programs, it is understood that all students have an Individualized Education Plan (IEP), which will provide the basis for the Wellness Policy guidelines.

#### 4. Development of Policy

Level III Programs assure that development of the Wellness Policy involves the ESU Board, administrators, and staff.

ESU 7 shall review Article V, Section 7, F Wellness Policy annually.

Legal Reference:	
Date of Adoption:	June 17, 2019
Date(s) of Review:	June 15, 2020 June 21, 2021 June 20, 2022 May 15, 2023 August 21, 2023 May 20, 2024 May 19, 2025

## Section 8 - Required Trainings

### Article V, Section 8, A Required Trainings

The Board hereby authorizes the Administrator to oversee and ensure that the ESU and its employees comply with all training requirements required by law and all associated data or training reporting requirements required by law. The Administrator has the authority to take all reasonable steps to comply with training requirements, including the authority to contract with third parties to ensure that any such training or reporting complies with state and federal law. This Section shall supersede any conflicting policy to the extent that a conflicting policy would prevent the ESU from complying with a legal mandate.

Date of Adoption:	August 21, 2023
Date(s) of Review:	May 20, 2024 May 19, 2025

## Section 9 - Communicable and Infectious Diseases

### Article V, Section 9, A Procedures for Control of Infectious Diseases

It shall be the policy of Educational Service Unit 7 to adopt an Exposure Control Plan for the purpose of eliminating or minimizing student and employee exposure to job related risks associated with bloodborne pathogens. It is the further purpose of this policy to provide a legal and structural framework in which the administration shall develop procedures and practices for the purposes such as, but not limited to, identifying employees with occupational exposure risks from bloodborne pathogens, informing such employees of such risks, informing such employees of their rights, implementing methods of record keeping, and implementing practices to minimize or eliminate, where possible, risks to employees from bloodborne pathogens. "Employee" as used herein does not include volunteers, trainees other than student teachers assigned to ESU 7, under the supervision of ESU 7, or independent contractors. "Student" as used herein shall mean a student attending one of the ESU programs located on ESU 7 Campus.

#### 1. Students

- a. Students will be excluded from school for the following communicable diseases. Each of the communicable diseases listed below has a period for exclusion.
  - i. Measles (Rubeola): Students may return to school the fifth day after the onset of the rash. The State Health Department must be notified immediately. Students who are at risk of contracting the disease (who have not been adequately immunized against measles) will be excluded or served in another manner for the duration of the measles outbreak.
  - ii. Three Day Measles (Rubella): Students may return to school seven days after the onset of the rash. The State Health Department must be notified immediately. Students who are at risk of contracting the disease (who have not been adequately immunized against rubella) will be excluded or served in another manner for the duration of the rubella outbreak.
  - iii. Mumps: Students may return nine days after the onset of Parotid swelling. The State Health Department must be notified immediately.
  - iv. Chicken Pox (Varicella): Students may return to school seven days after the initial onset of the rash if all pox are dry and the student is symptom-free.
  - v. Shingles (Herpes Zoster): Students may return to school after all lesions are dried.
  - vi. Streptococcal Infection: Students may return to school 24 hours after the start of antibiotic therapy regimen if body temperature is normal.
  - vii. Ringworm (Tinea Corporis), Impetigo, Scabies, and Pinkeye (Conjunctivitis): Students shall remain out of school at least one day and until treatment has begun. Students with mild tinea corporis, impetigo,

- scabies and conjunctivitis may be sent home at the end of the school day with instructions not to return until under a physician's care.
- viii. Head Lice: Students shall be excluded from school until completion of first treatment and all nits (eggs) are removed. Students with head lice will be sent home with instructions not to return until after completion of the first treatment and removal of all nits.
  - ix. Herpes Simplex Virus: Students having open skin lesions that cannot be covered with a dressing shall be excluded from school until the lesions are dried.
  - x. Hepatitis A: Students may be readmitted to school upon approval of their physician.
  - xi. Elevated Body Temperature: Students with temperatures over 100 degrees shall be sent home from school. Body temperatures must be normal for 24 hours before returning to school without the use of over the counter pain/fever reducers.
  - xii. COVID-19 (Coronavirus): Symptoms include fever, cough, and shortness of breath. Use universal hand washing procedures, hand sanitizers, and coughing in tissue/elbow. CDC believes symptoms of COVID-19 may appear in as few as 2 days or as long as 14 days after exposure. Students with confirmed positive COVID-19 will not return to school until determined not contagious by current CDC guidelines.
  - xiii. Hepatitis B and Human Immunodeficiency Virus (HIV) also referred to as Aids Related Complex (ARC) and Acquired Immune Deficiency Syndrome (AIDS): Determination of the school attendance status of a student with Hepatitis B or HIV/ARC/AIDS will be on a case by case basis.
    - 1. If the ESU Administrator, program supervisor or the Superintendent of the student's district of residence receives information that a student attending any ESU 7 regional program has become infected with Hepatitis B or HIV, the Superintendent of the student's district of residence shall contact the parents of the student to determine if they wish their child to continue to receive educational services as currently being provided under his/her Individual Education Program (IEP).
    - 2. If the student is to continue to be served by the ESU 7 regional program, the ESU Administrator shall immediately convene a planning team which shall prepare recommendations needed to appropriately accommodate the student in his/her current placement. The planning team shall include, but not be limited to the following persons.
      - a. The student's parents or guardians.
      - b. The student's representative (at the option of the parents).
      - c. The student's physician.

- d. The ESU 7 Administrator or Designee.
  - e. The ESU 7 Program Supervisor.
  - f. The ESU 7 attorney.
  - g. The Superintendent of the school district housing the regional program.
  - h. The Superintendent of the student's school of residence.
  - i. The student's teacher or teachers.
  - j. The ESU 7 medical representative (at the option of the ESU 7 Administrator).
  - k. The consultants representing the Nebraska State Departments of Health and Education.
3. The planning team shall: (1) Receive a medical overview of the student's condition; (2) Consider the nature of the risk (how the disease is transmitted); (3) Consider the severity of the risk (the potential harm to third parties); (4) Consider the behavior and neurological development of the student; (5) Consider the student's interaction with staff and other students; (6) Consider the desires and needs of the student and his/her family; (7) Consider the age of the student; (8) Consider the degree to which other individuals with whom the student will interact; and (9) Consider any other pertinent factors reasonably related to the decision.
  4. The planning team shall generate recommendations for serving the student for the teachers, the program supervisor, other students, the administrator of the school housing the regional program, the superintendent of the student's school district of residence and the custodian(s). The planning team shall generate recommendations concerning the restroom facilities, lunchroom facilities, transportation, public relations and any emergency procedures. Should the planning team recommend a change in the current IEP or IFSP, an IEP or IFSP meeting shall be convened immediately.
  5. It is the goal of ESU 7 that all Hepatitis B and HIV/ARCS/AIDS affected students be able to attend regional programs and participate in activities in an unrestricted setting so long as such attendance and participation would be reasonable. However, exceptions will be made for students with neurological impairments or developmental delays resulting in a lack of control over bodily fluids and displays of behavior such as biting, or students who have uncovered oozing lesions.
- b. The privacy of the student and his/her family must be protected and the knowledge that a student has a communicable condition should be confined to persons with a direct need to know basis unless parental authorization is obtained to waive privacy rights. If it becomes necessary to inform others, these

persons will be provided with information concerning the necessary precautions and will be informed of confidentiality rights and privacy requirements.

## 2. Employees

- a. Contagious and Infectious Diseases: When an employee has a contagious or infectious disease in a communicable stage or presents more than a minimal risk of transmission to others, the employee should not report to work and is expected to follow the absence from work as listed under the heading "Students" earlier in this policy. Prior to returning to work, employees shall upon request submit a physician's statement stating that the employee is able to return to work and does not pose a significant risk of transmission of the disease to others.
  - b. Bloodborne Pathogen Communicable Diseases: Communicable diseases subject to this part include diseases spread via bloodborne pathogens, including Human immunodeficiency virus (HIV Including AIDS) and Hepatitis B (only carriers are of concern). An employee with a communicable disease, or an applicant for employment, shall be employed or be continued in employment without consideration of the communicable disease provided the employee or applicant is able to perform the essential functions of the position with such reasonable accommodations as may be necessary and provided the communicable disease does not pose an imminent threat to the health or the safety of others within the employee's work environment. Employees who have a communicable disease are expected to conduct themselves in such a manner as to not place others at risk and, in the event reasonable accommodation is necessary to avoid such risk, to make a confidential request for such accommodation.
- General Provisions:
    - No Discrimination or Harassment: No employee or student shall be unlawfully discriminated against or subjected to harassment on the basis of having a communicable disease
    - Privacy: Every employee has a duty to treat as highly confidential any knowledge or speculation concerning the bloodborne pathogen status of a student, applicant or employee.

No information regarding a person's bloodborne pathogen status will be divulged to any individual or organization other than ESU employees or agents who have a need to know of the circumstances, appropriate officials of the school in which the student is enrolled, and emergency medical personnel with a need to know, without a court order or a signed and dated consent of the person with the bloodborne pathogen infection (or the parent or guardian of a minor).

3. Records: All health records, notes, and other documents that reference an employee's bloodborne pathogen status or occupational exposure will be maintained in a separate confidential medical file for the employee. Records of occupational exposure

shall be maintained for at least the duration of employment plus 30 years in accordance with OSHA standards.

All health records, notes, and other documents that reference a student’s bloodborne pathogen status will be maintained in a separate confidential medical file for the student.

4. **Infection Control:** All employees are required to consistently follow infection control guidelines. Employees are required to follow the exposure control plan of the ESU established in accordance with OSHA’s “Occupational Exposure to Blood-Borne Pathogens” Standard. The use of universal precautions is mandated and work practice controls to minimize or prevent potential exposure are to be implemented. Any incident of exposure to blood shall be reported, evaluated, and follow-up completed and shall be shared only to the extent required to accomplish legitimate educational goals and to comply with employees’ right to know requirements. Equipment and supplies needed to apply the infection control guidelines will be maintained and kept accessible.

5. **Staff Development:** The Administrator or designee will make communicable disease and bloodborne pathogen education programs available to employees as appropriate to convey guidance on infection control procedures and inform employees about ESU policies.

Legal Reference:	173 NAC 3 (HHS Control of Communicable Disease regulation) §§ 20-167 and 20-168 (HIV/AIDs statutes) § 79-264 (student emergency exclusion) 29 CFR 1910.1030 (OSHA Bloodborne Pathogens regulation) ADA-42 U.S.C. §12101 et seq.; 28 CFR §35.101 et seq. Rehabilitation Act of 1973, Section 504--29 U.S.C. §791, et seq.; 34 CFR §104, et seq. Nebraska Fair Employment Practices Act--§§48-1101 to 48-1126 20 U.S.C. 1232g (FERPA)
Date of Adoption:	June 17, 2019
Date(s) of Review:	October 18, 2021 June 20, 2022 May 15, 2023 May 20, 2024 May 19, 2025

**Article V, Section 9, B Emergency Closure of ESU 7 Buildings**

If the Administrator or Administrator’s designee determines that a building or buildings should be closed due to health or safety concerns, then the Administrator or Administrator’s designee is authorized to close an ESU 7 building or buildings until the Administrator or Administrator’s designee determines that such building or buildings should be reopened.

In determining whether a building or buildings should be closed, the Administrator or Administrator’s designee is encouraged to receive input from law enforcement, health officials and other experts.

If the Administrator or Administrator’s designee makes the decision to close an ESU 7 building or buildings, then the Administrator or Administrator’s designee shall communicate such decision to students, parents (if applicable), staff, community members and area media outlets as soon as practical.

If an ESU 7 building is closed, then no person shall be allowed to enter such building unless the Administrator permits such person to enter such building.

Legal Reference:	§§
Date of Adoption:	March 16, 2020
Date(s) of Review:	June 20, 2022 May 15, 2023 May 20, 2024 May 19, 2025

**Article V, Section 9, C Emergency Exclusion of Persons from ESU 7**

If the Administrator or Administrator’s designee determines that a person may pose a health or safety risk to others, the Administrator may exclude such person from ESU property. If such person is a student in an ESU 7 Level III program then the Administrator or Administrator’s designee will contact the resident school district to transport the student from the Level III program back to the resident school district. After returning to the resident school district, the student will follow the exclusion protocol established by the resident school district. If such person is a staff member, then the Administrator or Administrator’s designee may place said staff member on paid or unpaid leave. If such person is not a student or staff member, then the Administrator or Administrator’s designee shall inform such person as soon as possible that they are not permitted on ESU 7 property until further notice from the Administrator or Administrator’s designee.

The Administrator may consult with law enforcement, health officials or other experts in determining whether such exclusion should occur.

Legal Reference:	§§
Date of Adoption:	March 16, 2020
Date(s) of Review:	June 20, 2022 May 15, 2023 May 20, 2024 May 19, 2025

# Section 10 - Student Fees

## Article V, Section 10, A Student Fees

The ESU will not assess any fee to students. Further, the ESU will not assess any fee to students in the absence of specific authority within a contract for services between the ESU and the School District.

In the event that a student served by the ESU requires certain goods or services to be provided by the ESU when no counterpart service is available within the School District, any fees to be charged for any such goods or services by the ESU shall be specifically identified by the School and the ESU.

Legal Reference:	§§ 79-2,125 to 79-2,135 (Public Elementary and Secondary Student Fee Authorization Act)
Date of Adoption:	May 20, 2019
Date(s) of Review:	June 20, 2022 May 15, 2023 May 20, 2024 May 19, 2025

## Section 11 - Transportation

### Article V, Section 11, A Safe Pupil Transportation Plan

This policy sets forth the ESU's plan for providing safe transportation to students being transported by the ESU in contracted vehicles.

1. Weapons. Upon becoming aware of a weapon aboard a pupil transportation vehicle, the driver will make every attempt to:

- A. Radio or telephone, from safe location, ESU 7 special education office and notify them of the situation if possible.
- B. Pull vehicle over to safe and secure area.
- C. Confiscate weapon (if it doesn't jeopardize student or driver safety).
- D. Give description of weapon and participating parties to ESU 7 special education office.
- E. ESU 7 special education office will immediately notify appropriate law enforcement agencies and ESU administration.

2. Pupil behavior. Students are expected to follow student conduct rules while in a pupil transportation vehicle. The pupil transportation driver is responsible for controlling behavior which affects safety and for reporting rule violations to ESU administration. In the event a student's behavior jeopardizes safety, the driver will make every attempt to:

- A. First seek to resolve incidents through discussion with the student(s) involved.
- B. Radio or telephone, from a safe location, ESU 7 special education office and notify them of situation if possible.
- C. Activate emergency flashers.
- D. Bring vehicle to a safe stop. Seek to resolve the incident, using physical force only as necessary to protect students or yourself.
- E. Report and document discipline problems to the Administrator.

3. Terrorist threats. A person commits a terroristic threat if the person threatens to commit a crime of violence with the intent to terrorize another or with the intent of causing evacuation of a building, place of assembly or facility of public transportation or in reckless disregard of the risk of causing such terror or evacuation. Upon becoming aware of a terroristic threat relating to a pupil transportation vehicle, the driver will make every attempt to:

- A. Radio or telephone, from a safe location, ESU 7 special education office and notify them of situation if possible.
- B. Make every attempt to keep passengers calm (this may mean complying with the terrorist).
- C. ESU 7 special education office will immediately notify appropriate law enforcement agencies and administration.
- D. Drivers should wait for instructions from the ESU 7 special education office if possible.

4. Severe weather. Upon becoming aware of severe weather while aboard a pupil transportation vehicle, the driver will make every attempt to:

- A. Radio or telephone, from a safe location, ESU 7 special education office and notify them of situation if possible.
- B. Return to the ESU if less than five minutes away and follow the directions of the administrator.
- C. If more than five minutes away from the ESU 7 site, and there is no shelter and there is immediate danger the driver and passengers are to follow evacuation procedures and get everyone off the vehicle into the nearest ditch or culvert at least 100 feet away from the vehicle.

5. Hazardous materials. Upon becoming aware of a hazardous material aboard a pupil transportation vehicle, the driver will make every attempt to:

- A. Radio or telephone, from a safe location, ESU 7 special education office and notify them of situation if possible.
- B. Pull vehicle over to a safe and secure area.
- C. Give description of hazardous materials in question to ESU 7 special education office.
- D. ESU 7 special education office will immediately notify appropriate law enforcement and administration.
- E. Drivers should wait for instructions from the ESU 7 special education office if possible.

6. Medical emergencies. Upon becoming aware of a medical emergency aboard a pupil transportation vehicle, the driver will make every attempt to:

- A. Radio or telephone, from a safe location, ESU 7 special education office and notify them of the situation if possible. If not possible, the driver will make every attempt to telephone ESU 7 special education office from a cellular telephone or from the nearest safe haven location.
- B. ESU 7 special education office will immediately notify appropriate medical agencies and administration.
- C. Drivers should follow instructions from ESU 7 special education office, ESU officials, and parents when such information can be obtained quickly enough. If not available, follow emergency first aid procedures.
- D. Only if necessary, the driver should move passengers only enough to get them out of danger of traffic or fire. If moved, the driver and aide are to keep them where placed until a medical agency arrives, unless a parent has taken charge of their child. Drivers should try to keep student passengers as calm as possible.

7. Procedures in the event of mechanical breakdowns of the vehicle.

Upon becoming aware of a mechanical breakdown aboard a Pupil transportation vehicle, the driver will make every attempt to:

- A. Pull the vehicle over to a safe and secure area if possible.
- B. Radio or telephone, from a safe location, ESU 7 special education office and notify them of the situation if possible.

- C. Activate emergency flashers and place warning flares/reflectors in accordance with safety guidelines, if not in a secure area.
- D. Drivers should try to keep student passengers as calm as possible.
- E. ESU 7 special education office will arrange for assistance and a relief vehicle if needed.

8. Documentation under Safe Pupil Transportation Plan. Each pupil transportation driver is required to complete and submit to the administration a vehicle conduct report or incident report involving the pupil transportation vehicle operated by the driver or any pupils transported in it. Documentation is to include the occurrence of any of the following events: weapons, student behavior which affects safety, terroristic threats, severe weather, hazardous materials, medical emergencies, or procedures in the event the drop-off location is uncertain or appears unsafe to leave students. Documentation of such events shall be completed and submitted as soon as practicable after the incident.

9. Transportation of Unsafe Items. Drivers shall not permit pupil transportation vehicles to transport any items, animals, materials, weapons or look-a-like weapons or equipment which in any way would endanger the lives, health or safety of the children or other passengers and the driver. Look-a-like weapons associated with a school-sponsored or approved activity may be transported only with written permission of the ESU Administrator or designee. Any items that would break or could produce injury if tossed about inside the pupil transportation vehicle when involved in an accident or sudden stop shall be secured.

10. Supplemental Information. A copy of this plan shall be placed in each pupil transportation vehicle, kept at the ESU 7 special education office, and made available upon request. Supplemental information with respect to operational and procedural guidelines used to administer this plan can be found in the Nebraska Department of Education Pupil Transportation Guide.

Legal Reference:	§§ 79-318, 79-602, 79-607 and 79-608 NDE Rule 91
Date of Adoption:	May 20, 2019
Date of Revision(s):	June 20, 2022 May 15, 2023 May 20, 2024 May 19, 2025

## Article V, Section 11, B Safe Driving Standard for Drivers

Each person who drives students in an ESU 7 pupil transportation vehicle for an ESU activity and who is not required to have a permit to operate a pupil transportation vehicle shall be precluded from driving in the event it is discovered that the person does not have a record of satisfactory driving. For such persons, a satisfactory driving record means a record which reflects the absence of any of the following offenses or circumstances:

1. Motor vehicle homicide;
2. Driving while under the influence of alcoholic liquor or drugs or refusal to submit to a chemical test, within the immediate prior 10 years; or,
3. Reckless driving or willful reckless, within the immediate prior 10 years;

Each person who drives an ESU vehicle for purposes other than pupil transportation shall be precluded from driving in the event it is discovered that the person does not have a record of satisfactory driving. In the event the person's employment position required driving vehicles as a function of the person's employment, the employment may be terminated in the absence of a record of satisfactory driving. For such persons, a satisfactory driving record means a record which reflects the absence of any of the following offenses or circumstances:

1. Motor vehicle homicide;
2. Driving while under the influence of alcoholic liquor or drugs or refusal to submit to a chemical test, within the immediate prior 10 years; or,
3. Reckless driving or willful reckless, within the immediate prior 10 years; or

The record of satisfactory driving standards shall apply to all new employees from and after the adoption of this policy. Existing employees shall be subject to the same standards, provided that the Administrator or the Administrator's designee may determine to permit an exception based on the existing employee's record of satisfactory driving while employed with ESU 7 and the nature and proximity of prior driving offenses as such offenses relate to safe transportation.

Legal Reference:	NDE Rule 91
Date of Adoption:	May 20, 2019
Date of Revision(s):	June 20, 2022 May 15, 2023 May 20, 2024 May 19, 2025



**PROFESSIONAL EMPLOYMENT CONTRACT FOR A DEFINITE TERM  
(EXEMPT)**

**Employee ID:** 009270

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

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

1. **Term of Employment.** This contract shall commence on the **1** day of **June, 2025**. This contract shall terminate on the **31** day of **May, 2026**, or may be terminated pursuant to Section 8 of the contract, whichever occurs first. This term shall consist of **215** days of service in any given fiscal year, which is exclusive of holidays.
2. **At-Will Nature of Employment; Duties of Employee.** The Employee is hired as an "at will" employee and accepts employment on that basis. The Employee's duties and extent of employment are subject to assignment by the ESU Administrator or the Employee's supervisor but shall generally be as follows: **Early Learning Connection Coordinator**. The Employee agrees at all times to perform all of his or her duties faithfully, industriously, and to the best of his or her ability, experience and talents. The Employee agrees to devote full time, skill, labor and attention to these duties throughout his or her employment.
3. **Employment Status.** The Employee is not employed as a teacher, nurse, or other position required to have a certificate from the Nebraska State Department of Education and is not a "certificated employee" as that term is defined in Neb. Rev. Stat. § 79-1234.
4. **Days and Hours of Employment.** The days and hours of employment shall be as assigned by the Administrator or the Employee's supervisor.
5. **Compensation.** The Employee shall be paid an annual salary of **\$88,183.56** subject to applicable deductions and federal and state withholding. The salary shall be paid in twelve (12) equal monthly payments of **\$7,348.63** in accordance with ESU's payment practices for professional staff members. The first salary installment shall be payable on the 20th day of **June** and on the 20th day of each month thereafter.
6. **Fringe Benefits.** ESU 7 agrees to provide the same fringe benefits as annually approved by the Board of ESU 7.
7. **Policies, Rules and Regulations.** The Employee agrees to be governed by the policies and the rules and regulations of ESU and the directives of supervisors. The Employee agrees that the policies of ESU and rules and regulations of ESU may be changed at any time, with or without notice to the Employee.

- 8. **Termination of Employment.** This contract creates no property right in continued employment and may be terminated by either party, with or without cause and without a hearing, upon giving written notice. The ESU Administrator, acting upon his or her own initiative, may terminate the Employee's employment, and such termination will be effective upon the date of the issuance of the notice.
- 9. **Duty to Report.** The Employee shall self-report any of the following to the ESU's Administrator within 24 hours of its occurrence or at the beginning of the next business day, whichever is earlier:
  - o Any criminal citation if the alleged offense is a misdemeanor or felony under federal or Nebraska law or in the state in which the alleged offense occurred;
  - o Any arrest for any reason;
  - o Any criminal conviction;
  - o Any sentence of incarceration;
  - o Any criminal or civil filing or Department of Health and Human Services or law enforcement investigation against the Employee for child abuse and/or neglect;
  - o Any complaint or other administrative filing against the Employee that could impact any certificate or professional license held by the employee;
  - o Any action or threat of action by any entity against the Employee's driver's license or ability or authority to operate a motor vehicle if the Employee's job duties may require the operation of a motor vehicle.
  - o The failure to make a report required by this paragraph may result in the immediate cancellation of this Contract.
- 10. **Compensation Upon Termination.** The Employee agrees that, upon termination of employment for any reason, any portion of compensation, whether in the form of wages or fringe benefits, paid or provided but not earned prior to the date of termination of this contract shall be refunded to the ESU by the Employee and may be withheld by the ESU from any payments to the Employee.
- 11. **Deductions.** The Employee authorizes the ESU to deduct or withhold from each and every period of pay any amounts necessary to offset any damages caused by the Employee or the value of property or money entrusted to the Employee or owed by the Employee to the ESU during the course of the Employee's employment, if such property or money have not properly been returned to the ESU.
- 12. **Private Automobiles.** ESU 7 will reimburse the Party for the use of private automobiles in the conducting of official business for ESU 7 in accordance with such mileage reimbursement policies of the Board of ESU 7. Said policies may be changed at any time, with or without notice to the Employee.
- 13. **Entirety of Contract and Amendments.** The Employee certifies that he or she has read the foregoing Employment Contract, fully understands its terms and conditions, and agrees that the foregoing Employment Contract constitutes the entire contract and that no representations, promises, contracts or undertakings, written or oral, not herein contained shall be of any force or effect. It is specifically agreed that this Employment Contract shall be subject to modification only by a written instrument signed by the Employee and the Administrator.
- 14. **Applicable Law.** This contract shall be governed by and construed in accordance with the laws of the State of Nebraska.
- 15. **Severability.** If any portion of this contract shall be declared invalid or unenforceable by a court of competent jurisdiction, such declaration shall not affect the validity or enforceability of the remaining provisions of this contract.

The Chief Administrator recommends approval of this contract to the Board for consideration. Contract will not be binding until the necessary board signatures are obtained.

Executed by the Board of ESU 7 this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Secretary, Board of ESU 7

\_\_\_\_\_  
President, Board of ESU 7

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*Attached Workflow*

*Current Status*

*Workflow Steps*

Contracts

Approved

- 1 Signed by Angel Mayberry on 05/06/2025 at 09:47 AM  
**Signature:** Angel Mayberry
- 2 Approved by Kris Elmshaeuser on 05/09/2025 at 3:31 PM

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

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

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

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

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

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

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

Legal Reference:	§79-1204, §79-1222, 79-1224, 79-1225 and 79-1242 NDE Rule 84, sections 3.05B
Date of Adoption:	August 20, 2018
Date(s) of Review:	May 17, 2021 June 21, 2021 May 16, 2022 May 15, 2023 May 20, 2024



## Non-Member Contract for Services

<b>Non-Member School Name</b>	<b>Person Responsible</b>	<b>School Year</b>
		2025-2026
<b>Address (Street, City, State, Zip)</b>		<b>Phone Number</b>

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

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

Service Description	Fee Information
<input type="checkbox"/> Technology Consortium	\$4500 per year
<input type="checkbox"/> eRate	\$100 per hour
<input type="checkbox"/> Print Shop Services	<i>All print shop costs will be billed at the non-member rate. All bills will be sent to an approved or accredited school.</i>
<input type="checkbox"/> Technology Support	Labor per hour \$82.50 Parts billed at same rate as member schools
<input type="checkbox"/> LanMan Partnership	\$605 per day (additional contract)
<input type="checkbox"/> Santa Visits	\$55 per session
<input type="checkbox"/> Meetings/Trainings offered and attended by member schools on ESU 7 campus	No cost if offered to member schools at no charge, unless otherwise specified.  Registration fee when member schools also have a fee.
<input type="checkbox"/> Training at ESU 7 paid for by public grant funds	Registration fee specific to event
<input type="checkbox"/> Principal Cluster	No cost if offered to member schools at no charge
<input type="checkbox"/> Superintendent Meeting	No cost if offered to member schools at no charge
<input type="checkbox"/> Technology recycling drop off	No cost if offered to member schools at no charge
<input type="checkbox"/> Technology infrastructure planning	No cost if offered to member schools at no charge
<input type="checkbox"/> Online Resources	No cost if offered to member schools at no charge

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

**Article I, Section 3, E Oath of Office**

Board members before taking office shall take and sign the following oath or affirmation:

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

Legal Reference:	§ 11-101 to § 11-101.03
Date of Adoption:	January 15, 2018
Date of Review:	January 17, 2022 January 16, 2023 January 22, 2024 January 21, 2025

**Article I, Section 3, F Code of Ethics for Board Members**

Board members of ESU 7, like all public officers in the State, “stand in a fiduciary relationship to the people whom they have been elected or appointed to serve. As fiduciaries and trustees of the public wealth they are under an inescapable obligation to serve the public with the highest fidelity. In discharging the duties of their office they are required to display such intelligence and skill as they are capable of, to be diligent and conscientious, to exercise their discretion not arbitrarily but reasonably, and above all to display good faith, honesty and integrity. They must be impervious to corrupting influences and they must transact their business frankly and openly in the light of public scrutiny so that the public may know and be able to judge them and their work fairly. These obligations are assumed by them as a matter of law upon their entering public office.”

To assure that the entire Board acts in accordance with the foregoing legal responsibilities and to ensure the effective functioning of the Board, each Board member will sign a Board-approved Code of Ethics for ESU 7 Board Members (attached). The Code of Ethics is to be signed upon assumption of office and at each annual meeting.

Legal Reference:	<i>Nebraska Legislature on behalf of the State of Nebraska v. C. David Hergert, 271 Neb. 976, 1011 (2006)</i>
Date of Adoption:	January 15, 2018
Date(s) of Revision:	February 20, 2023
Date(s) of Review	January 18, 2021 January 17, 2022 January 16, 2023 January 22, 2024 January 21, 2025

**Code of Ethics for ESU 7 Board Members**

Members of the Board of ESU 7 are expected to abide by the following Code of Ethics in performance of their duties as a Board member and will be requested to acknowledge their intent to do so:

1. **Follow Laws:** I will uphold and enforce the constitutions, laws, rules and regulations of the state and federal governments, the state and federal agencies, binding court orders

pertaining to educational service units, and the policies and regulations of ESU 7. Desired changes shall be brought about only through legal and ethical procedures.

2. **Non-Discrimination:** I will not make decisions which affect personnel, students, parents, the public, or otherwise on the basis of sex, disability, race (including skin color, hair texture and protective hairstyles), color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, or other protected status, or on the basis of constitutionally protected speech.

3. **Welfare of Students:** I will make decisions in terms of the educational welfare of students served by ESU 7 and will seek to develop and maintain services and programs that meet the individual needs of students served by the ESU regardless of their sex, disability, race, color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, or other protected status, social standing, or personal feelings not associated with the best interests of ESU 7 and the students.

4. **Role of the Board:** I will confine my action as a member of the Board to policy making, planning, and evaluation of the Administrator. I will carry out my responsibility, not to administer ESU 7 or its services and programs, but, together with my fellow board members, to see that they are well run. I will refer all complaints which I may receive to the Administrator and will act on the complaints at public meetings only after failure of an administrative solution. I will support decisions made by the Board, even if it is not the one I would have made, although I will reserve my independent right to seek a change using appropriate procedures. I will recognize that authority rests with the Board as a whole and will make no personal promises nor take any private action that may compromise the Board.

5. **Meetings of the Board:** I will attend all meetings of the Board except when I am unable to attend for excusable reasons, will be prepared to be an active participant at such meetings, and will follow appropriate rules of order at such meetings. I will fulfill my responsibilities on any committees and any officer positions to which I may be elected, assigned or appointed. I will not attempt to circumvent the open meetings laws by participating in meetings with a quorum of other members of the Board to make decisions on ESU 7 matters. I will not seek closed session meetings or participate in closed session meetings except as permitted by law.

6. **Independent Judgment:** I will refuse to surrender my independent judgment to special interest or partisan political groups.

7. **Confidentiality:** I will hold confidential all matters pertaining to ESU 7 which, if disclosed, would needlessly injure individuals, the Board, or ESU 7. I will not ask for legally confidential information about staff or students when not required to fulfill my duties as a Board member. When such information is made available to me in my role as a Board member, I will maintain the confidentiality of such information.

8. **Conflicts:** I will not use my position as a Board member for personal gain or for the gain of family or friends. Where I have a personal conflict of interest which affects or may be reasonably seen by others as affecting my ability to make a fair and impartial decision on a matter before the Board, I will follow the law and Board policy to avoid the conflict from affecting the decision of the entire Board.

9. **Personnel Matters:** I will vote to appoint the best qualified personnel available after consideration of the recommendation of the administration. I will support and protect personnel in the proper performance of their duties but likewise will hold staff accountable, on matters which reach the Board, to the standards and expectations of the Board and the administration.

10. **Role Model.** I understand that my personal actions may reflect on ESU 7 and the schools and communities served by ESU 7 due to my position as a Board member. I will in all respects serve as a proper role model and engage in conduct which is reflective of a good citizen in the communities served by ESU 7.

Agreed to by the members of the Board of Educational Service Unit 7 on this \_\_\_ day of \_\_\_\_\_, 20\_\_.

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

April '25 Treasurer Report

<b>Beginning Balance APRIL 1, 2025</b>			<b>\$553,112.29</b>		
<b>RECEIPTS</b>					
Property taxes			\$111,729.60		
SPED			\$554,855.01		
General/Flow Through			\$199,867.14		
Grants			\$58,269.26		
<b>TOTAL RECEIPTS</b>			\$924,721.01	\$924,721.01	
				\$1,477,833.30	
Transfer to Money Market				\$195,000.00	-
Total Funds Available				\$1,282,833.30	
<b>DISBURSEMENTS:</b>					
General Fund			\$484,406.51		
SPED			\$429,307.92		
Grants			\$157,775.64		
<b>Total DISBURSEMENTS Check #79539 thru #79695</b>			\$1,071,490.07	\$1,071,490.07	-
<b>Ending balance, April 30, 2025</b>				<b>\$211,343.23</b>	

Checking balance					\$211,343.23
Money Market Deposit Account at First National Bank					\$4,920,000.00
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
<b>TOTAL CASH ON HAND (includes cash reserve)</b>					<b>\$6,731,343.23</b>
<b>CASH RESERVE</b>	<b>\$1,649,584.44</b>				
<b>Funds that are due to ESU 7</b>					
Grants				(\$341,260.64)	
Production/Art Media Accounts Receivable			(\$3,650.23)		
Network Support Accounts Receivable			(\$3,078.52)		
Misc. Flow thru Accounts Receivable			(\$2,651.16)		
Outstanding Receivables				(\$9,379.91)	
<b>Total due to ESU 7</b>				<b>(\$350,640.55)</b>	

	2023-24	2024-25	2023-24	2024-25		
	Dollars Spent Per Month	Dollars Spent Per Month	Percentage spent each month	Percentage spent each month		
September	\$299,871.57	\$259,014.74	10.08%	7.85%	Total Budget	\$17,734,272.86
October	\$172,029.24	\$126,728.31	5.78%	3.84%	30% of budget	\$5,320,281.86
November	\$127,254.21	\$231,711.52	4.28%	7.02%	Earmarked set aside	\$8,586,908.00
December	\$207,245.41	\$212,598.74	6.28%	6.44%	Total budget spent to date	\$8,855,142.82
January	\$204,916.22	\$218,968.52	6.89%	6.64%		
February	\$200,293.65	\$209,107.64	6.73%	6.34%	NOTES	
March	\$202,230.23	\$227,262.37	6.80%	6.89%		
April	\$194,408.59	\$208,706.72	6.53%	6.33%		
May	\$203,683.68		6.85%	0.00%		
June	\$216,633.54		7.28%	0.00%		
July	\$195,107.67		6.56%	0.00%		
August	\$208,707.54		7.01%	0.00%		
<b>Approved Total General Budget for Levy \$</b>			\$2,975,174.95	\$3,299,168.88		
<b>Total Spent to date</b>			\$2,432,381.55	\$1,694,098.56		
Dollars approved from cash reserve				\$0.00		

# Nebraska ESU Coordinating Council May 6, 2025



## Board Discussions:

- SIMPL to SMART
- CyberSecurity
- Commissioner Maher
- Student Leader Event-possible dates
- Legislative Updates
- Literacy Updates
- Board Meeting Format
- PDO Reimagine

**TeamMates  
Partnership with  
ESUCC (if grant  
approved)**

**Project Profile:  
BIRT (Behavior  
Intervention  
Reporting Tool)  
Demo**



Morgan Morsett <mmorsett@esu7.org>

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## Election Information - Nominating Committee and NASB Board of Directors

2 messages

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**Sallie Horky** <shorky@nasbonline.org>  
To: Sallie Horky <shorky@nasbonline.org>

Thu, May 8, 2025 at 10:56 AM

Board Members,

This year we will have one, at-large seat on our Nominating Committee and two, at-large seats on our Board of Directors that will need to be filled by the end of our annual Delegate Assembly. Please consider nominating yourself or someone on your board for these seats. The duties of these seats are attached in the two documents. If you are interested in serving, please complete the form(s) attached and return the form(s) to me no later than June 27<sup>th</sup>, 2025.

In August, the current NASB Board of Directors will review the nominations for the one at-large seat on the Nominating Committee. The Board will approve one person from the nominations and will send that name to the Delegate Assembly for a final vote. The person selected will serve a 2-year term from November 2025 to November 2027.

In September, the current Nominating Committee will meet to review the nominations for the two at-large positions for the Board of Directors. The Committee will approve two people from the nominations and will send those names to the Delegate Assembly for a final vote. Those who are selected will serve a 2-year term from November 2025 to November 2027. **If your district or ESU currently has a board member on our Board of Directors, you will be unable to nominate a board member per our Bylaws, Article IX – Board of Directors, subsection 1e.**

There are no region director positions up for election on our Board of Directors this year.

If you have any questions about these positions, please let me know. Thank you!

Sallie

**Sallie Horky**

*Chief Operating Officer*



1311 Stockwell Street, Lincoln, NE 68502

Direct: 402-817-0303, Office: 800-422-4572

Cellular: 402-450-7346, FAX: 402-858-4603

www.NASBonline.org | Twitter: @NASBonline

*My Strengths: Harmony, Consistency, Responsibility, Discipline, Communication*

*NASB Bylaws*  
*Article X - Committees*

- B. Nominating Committee, shall annually elect members of the Executive Committee and shall nominate members to serve as at-large members of the Board of Directors to the Delegate Assembly.
1. The Nominating Committee shall consist of eight members. The Secretary of the Board of Directors, four members of the Board of Directors, and three at-large members shall make up the Nominating Committee.
  2. The Chairperson shall be the Secretary of the Board of Directors.
  3. The four members of the Board of Directors shall serve two-year terms staggered. In August 2024, the Board of Directors shall appoint two members to serve a one-year term and two members to serve a two-year term. Terms start at the conclusion of Delegate Assembly. Each year after 2024, the Board of Directors shall appoint two members to serve a two-year term.
  4. The three at-large members of the Nominating Committee shall be elected by the Delegate Assembly. The terms of the at-large members shall be two years staggered. Annually, the Board of Directors shall forward names of members of the Association to the Delegate Assembly for election to the Nominating Committee. Individual members of the Association in good standing may be nominated from the floor of Delegate Assembly. A majority of a quorum of the Delegate Assembly shall elect members of the Nominating Committee. Prior to the Delegate Assembly in 2024, the Board of Directors shall nominate one member to serve a one-year term, and two members to serve a two-year term. Each Delegate Assembly after 2024 at-large terms shall be two years.
  5. Annually, the Nominating Committee shall nominate members to serve as at-large members of the Board of Directors to the Delegate Assembly for election to the board.
  6. The first meeting of the Nominating Committee following the 2024 Delegate Assembly, the Board of Directors shall appoint a temporary Chairperson of the Nominating Committee. Following the election of the first Secretary of the Board of Directors, the Secretary shall serve as the Chairperson.

7. The Nominating Committee shall develop a process to fill vacancies in the Board of Directors and the Executive Committee.
8. Vacancies in the Nominating Committee shall be filled by the Board of Directors.



**Other Education-Related Public Service**

Commissions, Task Forces, and Committees: \_\_\_\_\_

\_\_\_\_\_

**Personal Information**

Occupation: \_\_\_\_\_

Educational Background: \_\_\_\_\_

\_\_\_\_\_

Community Activities: \_\_\_\_\_

\_\_\_\_\_

Awards and Recognitions: \_\_\_\_\_

\_\_\_\_\_

Education Passion: \_\_\_\_\_

\_\_\_\_\_

**Why do you want to serve on the NASB Nominating Committee?**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**This nomination is submitted by:**

Name of NASB Member District or ESU: \_\_\_\_\_

Name of Board President or Vice President: \_\_\_\_\_

Date: \_\_\_\_\_

By checking this box, I assert the board president or vice president has read the completed Nomination Form and verifies its authenticity.

**Return to: NASB  
Sallie Horky  
1311 Stockwell St., Lincoln, NE 68502  
Or via e-mail to [shorky@nasbonline.org](mailto:shorky@nasbonline.org)**

**1.23 Board of Directors Responsibilities** (adopted 11/15/05, amended 11/14/07, 6/18/16, 3/28/20)

A. Responsibilities

1. Meetings

- a. NASB Board of Directors Meetings - Attend and participate in all meetings (normally January, March, June, August and November). Note: The first four meetings are held on a Saturday in Lincoln at the NASB office; the November meeting is held in conjunction with State Conference in Omaha. To be excused from a Board meeting, Directors should notify the NASB office before the meeting date. In the event of inclement weather, infectious disease situation or any other situation that could put the health and wellbeing of our Board at risk, the Executive Committee has the authority to change any given board meeting from an in person meeting to a remote meeting via conference call or other technology.
  - b. Annual Planning Meeting - The annual planning meeting is generally held in conjunction with the January Meeting.
  - c. Area Membership Meetings - Participate in the Area Membership Meetings that serve your NASB Region, and fulfill related duties as assigned. Directors from the Metro districts, as well as the Executive Board, could expand their roles to assist with other larger regions. These duties would be assigned by the President.
  - d. Annual State Conference - Held in November of each year.
  - e. Educational seminars sponsored by the Association - especially those held in your respective region.
2. Serve as a member of one or more standing committees to which appointed. Committees include: Audit, Board Development, Executive, Legislation, Membership Relations, Nominating, Programs and Oversight and any special committees deemed necessary.
3. Act as liaison between the school districts within the NASB Region and the NASB Board of Directors.
- a. Provide a direct connection to the board for the local school district(s) in the Director's region.
  - b. Promote the services provided by the Association for the individual needs of each board within a region.

- c. A relative representative who represents a shared perspective of the issues impacting local school districts.
  - d. A resource.
  - e. Contact the NASB member school districts within the region you serve.
  - f. Be prepared at each Board of Directors Meeting to give a brief report on the contacts, responses and information shared with your member school districts.
4. Maintain contact with state senators representing the NASB Region to which the director is elected.

## B. Duties

The Board of Directors shall:

1. implement the purposes of the Association and exercise general supervision over its affairs;
2. attend the annual Delegate Assembly and implement policies and programs adopted by that body;
3. enter into such agreements with other agencies to plan, implement, and administer projects, activities, and services designed to improve its member boards as it deems necessary;
4. act upon the Nominating Committee's recommended candidate for Vice President;
5. act upon appointments to committees;
6. recommend establishment of committees;
7. review boundaries of districts and make necessary adjustments in accordance with the Bylaws of the Association;
8. employ and evaluate the Executive Director under such terms of employment and at such salary as it may determine, to manage the affairs of the Association;
9. act upon the employment, evaluation, and salary of other personnel;
10. employ an independent certified public accountant to audit the financial records of the Association and submit an annual audit report to the Board of Directors for its adoption; and
11. adopt an annual budget.



## Other Education-Related Public Service

Commissions, Task Forces, and Committees: \_\_\_\_\_

\_\_\_\_\_

## Personal Information

Occupation: \_\_\_\_\_

Educational Background: \_\_\_\_\_

\_\_\_\_\_

Community Activities: \_\_\_\_\_

\_\_\_\_\_

Awards and Recognitions: \_\_\_\_\_

\_\_\_\_\_

Education Passion: \_\_\_\_\_

\_\_\_\_\_

## Why do you want to serve on the NASB Board of Directors?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## This nomination is submitted by:

Name of NASB Member District or ESU: \_\_\_\_\_

Name of Board President or Vice President: \_\_\_\_\_

Date: \_\_\_\_\_

By checking this box, I assert the board president or vice president has read the completed Nomination Form and verifies its authenticity.

**Return to: NASB**  
**Sallie Horky**  
**1311 Stockwell St., Lincoln, NE 68502**  
**Or via e-mail to [shorky@nasbonline.org](mailto:shorky@nasbonline.org)**

# SCHOOL LAW SEMINAR

JUNE 11-12 - KEARNEY



# 2025

# REGISTRATION & ACTIVITIES

REGISTER NOW FOR THE 2025 NASB SCHOOL LAW SEMINAR

**JUNE 11 & 12 - KEARNEY  
YOUNES NORTH CONFERENCE CENTER**

Go to [www.NASBonline.org](http://www.NASBonline.org), and log in using your email and password

If you do not have an email and password to log in or have forgotten it, please contact NASB at 402-423-4951 for assistance.

Registration fees for each event are as follows:

Member Registration	\$185
NCOSA Member Price	\$110
Cancellation Fee	\$25

Registration Deadline - Friday, June 6, 2025

*No refunds after the deadline.*

*No non-member attendees.*

**15 AWARDS OF ACHIEVEMENT POINTS WILL BE EARNED FOR ATTENDING**

## WEDNESDAY, JUNE 11

**12:30 PM**

### **NASB MEMBER GOLF OUTING**

KEARNEY COUNTRY CLUB

\$82 (INCLUDES LUNCH PROVIDED BY ALICAP)

EMAIL SENDORF@NASBONLINE.ORG TO REGISTER FOR GOLF



**6:30 TO 11:00 PM**

### **NETWORKING RECEPTION & HOSPITALITY SUITE YOUNES NORTH CONFERENCE CENTER**

**JOIN US FOR AN EVENING OF NETWORKING THAT WILL INCLUDE PRIZES FROM THE GOLF OUTING, A LIGHT DINNER BUFFET, AND A HOSPITALITY SUITE.**

# 2025



# THURSDAY, JUNE 12

**9:00 to 10:00 AM**

## **Legislative Update**

**Derek Aldridge - Perry Law Firm**

Get an overview of recent updates impacting public school law with practical insights for implementation. Learn how these updates affect your daily operations and ensure compliance.

**10:30 to 11:15 AM**

## **Protecting Student Data in a World of Data Pirates**

**Gary Derrick & Bob Kardell - Baird Holm**

**11:15 AM to 12:00 PM**

## **From DOGE to the Fork in the Road - What Happens in Washington Seldom Stays There**

**David Kramer - Baird Holm**

**12:15 to 1:00 PM - Lunch**

**1:00 to 1:45 PM**

## **Parental Rights in Schools**

**Coady Pruett & Amanda Dabney - KSB School Law**

From libraries to lesson plans, the debate over parental rights in education is heating up. We'll explore hot-button issues like curriculum control, book challenges, and the intersection of parental rights with gender policies—plus the latest legal battles making waves.

**2:00 to 2:45 PM**

## **Doobie Do's and Doobie Don'ts**

**Nick Lesiak - Westside**

What medical marijuana in Nebraska means for employment laws, drug testing, SPED, etc.

**2:45 to 3:30 PM**

## **Immigration and the Teacher Shortage**

**Megan Neiles Brasch - Omaha Public Schools, Kara Stockdale - Baird Holm**

Will changes in immigration policy help or hurt the ability of school districts to hire teachers?

**3:30 to 4:15 PM**

## **Title IX Update**

**Coady Pruett & Amanda Dabney - KSB School Law**

What do the Title IX regulations say? Who is enforcing them? Is there a federal Department of Education? We'll address these (and other) questions and clarify what has been a very active year in Title IX to provide practical advice to help protect your school districts and your students.

**CLE CREDITS PENDING APPROVAL FOR ATTORNEYS ATTENDING THE SEMINAR**



1311 STOCKWELL STREET  
LINCOLN, NE 68502  
[WWW.NASBONLINE.ORG](http://WWW.NASBONLINE.ORG)

NASBonline.org

Superintendent Evaluation and Board Self-Assessment

# 2025 NASB LEADERSHIP WORKSHOPS

## STRENGTHENING GOVERNANCE THROUGH EVALUATION AND REFLECTION



**SUCCESS**

**WORK**

**BRAINSTORM**

**CONCEPT**

**IDEA**

**JULY 28 - GERING**  
**JULY 29 - KEARNEY**  
**JULY 30 - LINCOLN**

**LEARN MORE & REGISTER AT [www.NASBonline.org](http://www.NASBonline.org)**

**Target Audience: Board Members and Superintendents**

# 2025 NASB LEADERSHIP WORKSHOPS

STRENGTHENING GOVERNANCE THROUGH EVALUATION & REFLECTION

REGISTER NOW FOR THE 2025 NASB LEADERSHIP WORKSHOPS

**MONDAY, JULY 28 - GERING CIVIC CENTER**

**TUESDAY JULY 29 - KEARNEY HOLIDAY INN**

**WEDNESDAY, JULY 30 - COURTYARD MARRIOTT LINCOLN**

Registration Deadline - Wednesday, July 23

**Whether you are in your first term or bring years of experience to the board table, this workshop is for you and your superintendent.**

Join us for a hands-on workshop designed to elevate your board's leadership through effective superintendent evaluation and meaningful board self-assessment.

**Newly elected?** Receive an understanding of your legal responsibilities and how evaluation processes shape strong governance from the start.

**Experienced board member?** Refine practices, bring clarity to superintendent evaluation, and deepen your board's collective impact.

**Superintendent?** Collaborate with your board in shaping an evaluation process that incorporates your input, reflects your professional goals, and defines what you need from the board to lead effectively.

## TO REGISTER

Go to [www.NASBonline.org](http://www.NASBonline.org), and log in using your email and password. If you do not have an email and password to log in or have forgotten it, please contact NASB at 402-423-4951 for assistance.

Registration fees for each event are as follows:

Member Registration	\$89
Cancellation Fee	\$25

Registration Deadline - Wednesday, July 23, 2025  
*No refunds after the deadline. No non-member attendees.*

**15 AWARDS OF ACHIEVEMENT POINTS WILL BE EARNED FOR ATTENDING**



# 2025 NASB LEADERSHIP WORKSHOPS

## STRENGTHENING GOVERNANCE THROUGH EVALUATION & REFLECTION

### AGENDA

#### We will discuss and address:

- Board's legal responsibility to evaluate
- Contents of an effective evaluation tool
- Importance of a superintendent self-evaluation
- Value and role of all board members in the process
- How to turn the results into goals to improve student success
- Importance of board self-assessment
- Impact of effective board governance on superintendent leadership
- Value of board goals to support superintendent and student success

**Leave with the resources and shared understanding needed to strengthen governance, enhance board-superintendent collaboration, and support long-term student success.**

### Strengthening Governance Through Evaluation & Reflection

**Stacie Higgins, NASB Board Leadership Associate  
Marcia Herring, NASB Director of Board Leadership  
Troy Loeffelholz, NCSA**

**4:30 PM - Registration**

**5:00 PM - Welcome and Workshop Takeaways**

**5:15 PM - The Why Behind Evaluation**

**6:00 PM - Dinner Break**

**6:30 PM - Conducting an Effective Superintendent Evaluation**

**7:15 PM - Board Self-Assessment—Why It Matters**

**8:00 PM - Closing: From Reflection to Action**

**See the full agenda at**

<https://members.nasbonline.org/events/nasb-leadership-workshop>





1311 STOCKWELL STREET  
LINCOLN, NE 68502  
[WWW.NASBONLINE.ORG](http://WWW.NASBONLINE.ORG)

NASBonline.org

WORK  
BRAINSTORM

CONCEPT

IDEA





# ESU 7 Goals 2024-2025: Board and Administrator

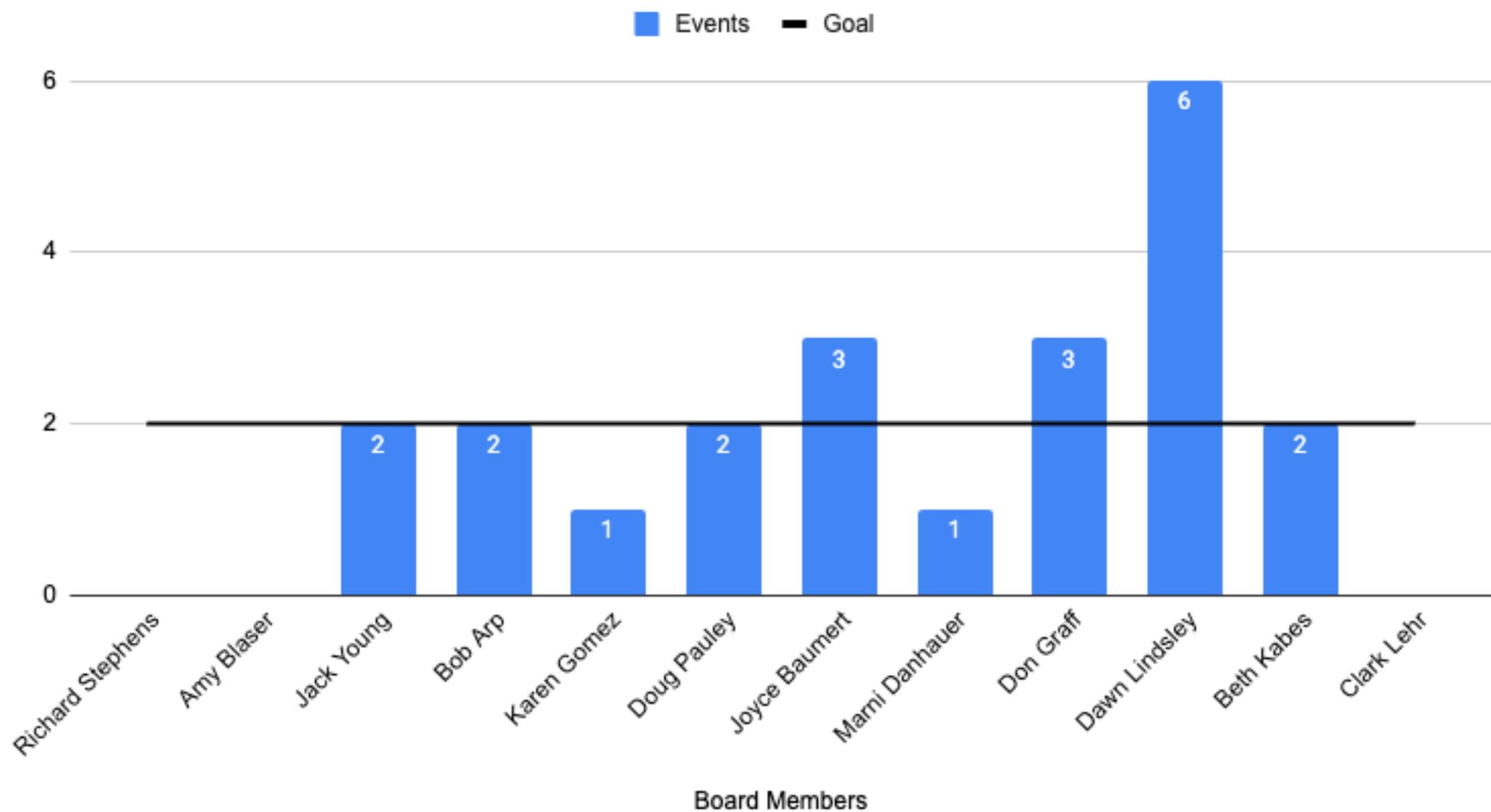
## Board of Education

- Goal 1: By July 2025, the ESU 7 board will have advertised for a Chief Administrator, completed the interview process, sent a contract, hired a Chief Administrator, made the announcement, and begun the onboarding process.
- Goal 2: By July 2025, the ESU 7 board will attend at least two professional/personal learning events annually.
- Goal 3: By July 2025, 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.
- Goal 4: By July 2025, the ESU 7 board will continue to use the operationalized communication materials detailing tailored services and outcomes at scheduled visits to each district.

## Administrator

- Goal 1: By June 30, 2025, the Administrator will enhance the climate and culture at ESU 7 by maintaining the implementation of the processes and procedures for data collection, prioritizing and goal development for individual and team growth and development.
- Goal 2: By June 30, 2025, the Administrator will facilitate the completion of the HVAC system and construction in the South Building for the Bridges program.

## Goal 2 - Professional Events 2024-2025



**109th Legislative Session  
Update to the ESU 7 Board  
May 19, 2025**

**Legislative Session Convene January 8, 2025**  
**Bills introduced until 10th day, January 23, 2025**  
**Hearing dates after bills introduced**  
**A total of 715 bills were introduced**  
**Adjourn sine die, June 18, 2025**

**Committee members for 2025**

<b>Speaker of the Legislature:</b> Senator John Arch, Papillion/LaVista (R)	
<b>Education Committee Members:</b> Sen. Dave Murman, Chairperson Sen. Danielle Conrad Sen. Jana Hughes Sen. Megan Hunt Sen. Margo Juarez Sen. Dan Lonowski Sen. Glen Meyer Sen. Rita Sanders	<b>Appropriations Committee:</b> Sen. Robert Clements, Chairperson Sen. Christy Armendariz, Vice Chairperson Sen. Machaela Cavanaugh Sen. Myron Dorn Sen. Robert Dover Sen. Loren Lippincott Sen. Jason Prokop Sen. Ashlei Spivey Sen. Paul Strommen
<b>Revenue Committee:</b> <a href="#">Sen. R. Brad von Gillern, Chairperson</a> Sen. Mike Jacobson, Vice Chairperson Sen. Eliot Bostar Sen. George Dungan Sen. Teresa Ibach Sen. Kathleen Kauth Sen. Dave Murman Sen. Tony Sorrentino	<b>Retirement Committee:</b> Sen. Beau Ballard, Chairperson Sen. Tony Sorrentino, Vice Chairperson Sen. Robert Clements Sen. Danielle Conrad Sen. Brian Hardin Sen. Margo Juarez

## [Legislative Roster for 2025](#)

New Senators:

District 15: Dave Wordekemper - Districts: Howells-Dodge

District 23: Jared Storm - Districts: Clarkson, David City, East Butler, J=Howells-Dodge, Leigh, Schuyler

District 41: Daniel McKeon - Districts: Boone Central, St. Edwards

## [Link to Bill Tracker](#)

### **Email from Dr. Polk, CEO ESUCC**

On May 12, 2005 Senator Murman carried an amendment (1429) for us to the mainline budget bill [LB 261](#) to help us protect core service dollars, and **the amendment passed!**

Recap...

The Governor's bill began with the ESU Core Service dollars receiving a \$750,000 cut each of the next two years. After testifying and working the Senators with the Bromms, we were able to get that to \$528,976 each year.

Going into yesterday's Select File debate, Senators had heard from many ESU admin and superintendents. Jason and I drafted a possible amendment and took it to Senator Murman. This amendment reduced the second year's cut by half. He had a lot of questions, and we had work to do in order to share rationale, what would happen if ESUs did not get the core dollars, and what it meant to schools. He agreed. The Bromms and I then got to work on preparing the Senator for his opening, talking points for the Senators, and talking to the Fiscal Office.

Right after lunch, the first amendment (1408) failed as there were technical issues that needed to be resolved. We had only about 15 minutes left on the clock in Select File, so we felt our efforts were over. THEN... Senator Murman came out and gave us some suggestions, the Fiscal Office had some solutions, and with very little time left, AM1429 was dropped and passed 44-0!

Senator Murman and his staff were extremely **helpful** and **instrumental** in this amendment. The relationships we have built and work we have done in that office regarding ESUs were the key.

This is a win for us. I know it is still a cut, but it is a step in the right direction in the long term.

### **Bills**

- [LB 389](#) - Eliminate the levy authority of educational service units and provide state funding to educational service units is stuck in committee.
- [LB 426](#) - Authorize an American flag education program and change provisions relating to the distribution of lottery funds used for education. DL funds are out of bill.

- [LB 599](#) - Require the State Board of Education to adopt a policy relating to cybersecurity (aka Hacker Act) is held in committee.
- [LB 680](#) - Change provisions relating to educational service units (shell bill) is still in committee
- [LB 677](#) - Change provisions of the Nebraska Medical Cannabis Regulation Act and provide for regulation of medical cannabis. Amendment has been filed. ([AM1251](#))



## Interim Chief Administrator Evaluation Timeline

**Committee members:** Marni Danhauer (Chair), Joyce Baumert, and Amy Blaser

**PROCESS:** All board members will participate in the evaluation process

- August:
  - Evaluation Committee and Administrator review Evaluation Tool and Evaluation Policy/Procedures.
  
- March:
  - Full Board is provided a paper copy of the evaluation questions.
  
- April:
  - Administrator sends digital evaluation and evaluation resources to the Evaluation Committee Chair in the first week of April. The chair then forwards on to the full Board for completion by April Board Meeting. Board will send their completed evaluation tool to the Evaluation Committee prior to the April Board Meeting. Administrator completes Evaluation Tool as self-assessment and sends it to Evaluation Chair on or before April 30th.
  
- May:
  - The Committee Chair will send the completed Administrator self-assessment to the full Board after May 1. Evaluation Committee compiles results of full Board completed evaluations prior to the May Board Meeting.
  
- June:
  - Evaluation Committee meets prior to June Board Meeting to review with the Administrator the results of evaluation. Report to full Board in June Board Meeting following Closed Session requirements with Administrator present.