LEARNING COMMUNITY OF DOUGLAS AND SARPY COUNTIES

LEARNING COMMUNITY COORDINATING COUNCIL

AGENDA

January 3, 2019 – 6:00 p.m. Learning Community Center of North Omaha, 1612 N. 24th Street Omaha, NE

- 1. Call Meeting to Order/Pledge of Allegiance
- 2. Public Notice and Compliance with Open Meetings Act
- 3. Oath of Office / Swearing in of Council Members
- 4. Roll Call
- 5. Welcome and Introductions
- 6. Approval of Council Minutes November 15, 2018
- 7. Officer Elections
- 8. Reports
 - a) Chair
 - i. Subcommittee Interest Indicator Summary
 - ii. Conflict of Interest Disclosure Form Margaret Hershiser
 - iii. Starting Foundation Board
 - 1. Action Item: Upon recommendation of the Executive Committee, motion to nominate six Board Directors to the Learning Community Foundation of Douglas and Sarpy Counties in accordance with the Bylaws that require no less than five, nor more than twenty-five. The six Board Directors shall include: two Ex-Officio Board Directors that consist of the then-serving Chair of the Learning Community or another member of the Learning Community Coordinating Council designated by the Chair and the then-serving Chief Executive Officer of the Learning Community; and four initial Board Directors with staggered terms including Lorraine Chang and Nancy Jacobson, three years; Erik Servellon and Nicole Theophilus, two years.
- 9. Council Member Development Marcia Herring
- Next Council Meeting
 - January 24, 2019, Learning Community Center of North Omaha, 1612 N. 24th Street, Omaha, NE

11. Adjournment

UPCOMING LEARNING COMMUNITY EVENTS:

Advisory Committee To Be Determined

LC Coordinating Council January 24, 2019, 6:00 p.m.

Learning Community Center of North Omaha, 1612 N. 24th Street,

Omaha, NE

Subcouncil #1 To Be Determined
Subcouncil #2 To Be Determined
Subcouncil #3 To Be Determined
Subcouncil #4 To Be Determined
Subcouncil #5 To Be Determined
Subcouncil #6 To Be Determined

DOCUMENTS TO ACCOMPANY THIS AGENDA ARE AS FOLLOWS:

- LCCC Minutes dated November 15, 2018
- Officer Election Procedures Summary
- Subcommittee Interest Indicator Summary
- Conflict of Interest Disclosure Form
- LC Foundation Nomination Forms (4)
- LC Foundation Board Expectations Sheet

LEARNING COMMUNITY OF DOUGLAS AND SARPY COUNTIES

LEARNING COMMUNITY COORDINATING COUNCIL

November 15, 2018

A meeting of the Coordinating Council of the Learning Community of Douglas and Sarpy Counties was held November 15, 2018, at the Learning Community Center of North Omaha, 1612 N. 24 Street, Omaha, Nebraska 68110. Notice of the meeting, containing the date, time, place and agenda, was given in advance thereof by publication in the Daily Record on November 7, 2018. The proofs of publication have been received and will be made a permanent part of the record of the meeting. Notice of the agenda was given to all members of the Council on November 8, 2018.

- 1. **Call Meeting to Order**. The meeting was convened and called to order by Chair Chang at 6:00 p.m. and began with the recitation of the Pledge of Allegiance.
- 2. **Public Notice & Compliance with Open Meetings Act**. Chair Chang announced that the Nebraska Open Meetings Act was posted at the room entrance and that copies of materials being reviewed by the Council were available to the public.

3. Roll Call.

Voting Members Present: Anderson, Hager, Hahn, Harnett, Heidel, Jacobson,

Kelley, Ward, Williams, Woodward, Chang

Voting Members Excused: Avery

Members Absent:

Staff Present: Moon, Parker, Benzel, Patton

Also Present: Tom Ackley, Koley Jessen P.C.; Barb Jackson,

Jolene Johnson, UNMC MMI; Treva Haugaard, Wendy

Piper, GOALS

4. **Approval of Minutes.** Chair Chang presented the Council minutes from the October 18, 2018 public meeting of the Council. Motion by Mr. Hartnett, seconded by Ms. Kelley, to approve the minutes of the Council meeting held on October 18, 2018. Yeas: Hahn, Hartnett, Heidel, Jacobson, Kelley, Williams, Woodward, Chang. Abstain: Anderson, Hager. Nays: Ward. **Motion carried.**

5. Reports

- a) Chair Chair Chang congratulated newly elected Council members. Chair Chang asked Council members to submit candidate names for Board members.
- b) Treasurer
 - i. Motion by Ms. Hahn, seconded by Mr. Hager, to accept the Treasurer's Report dated October 31, 2018. A handout was provided. Discussion took place. Yeas: Anderson, Hager, Hahn, Hartnett, Heidel, Jacobson, Kelley, Williams, Woodward, Chang. Abstain: None. Nays: Ward. **Motion carried.**
- c) Chief Executive Officer Mr. Patton reported on the meetings he had attended.

- d) Council Member / Achievement Subcouncil Reports Subcouncil reports were provided by Subcouncil 1, 3, 4 and 5.
- e) Legal Counsel No Report.
- 6. Public Comment None
- 7. Superintendents' Plan for Early Childhood Report No Report
- 8. Learning Community Center of South Omaha Update No Report
- 9. Learning Community Center of North Omaha Update
 - a) Motion by Ms. Hahn, seconded by Ms. Jacobson, upon recommendation of Subcouncil 2, to approve one Educational Navigator position to support the expansion of Parent University as presented in the job description. Discussion took place. Yeas: Anderson, Hager, Hahn, Hartnett, Heidel, Jacobson, Kelley, Williams, Woodward, Chang. Abstain: None. Nays: Ward. Motion carried.

10. Subcommittee Reports

- a) Elementary Learning and Diversity Subcommittee
 - i. A presentation of the Munroe-Meyer Evaluation Report of Elementary Programs funded in 2017/2018 was provided by Barb Jackson and Jolene Johnson. A handout was provided. Discussion took place.
- b) Budget, Finance & Audit Subcommittee No Report
- c) Legislative Subcommittee Mr. Hartnett provided a report.
 - i. Legislative Strategy for 2019

Motion by Mr. Hartnett, seconded by Mr. Hager, upon recommendation of the Legislative Subcommittee, to approve legislative strategy to change Diversity Plan language on Diversity Plan goals, remove 10% Expenditure lid and change Annual Report due date as per legislative bill provided. In addition, eliminate current Legislative Language in 79-2104 that states: "Annually conduct school fairs to provide students and parents the opportunity to explore the educational opportunities available at each school in the Learning Community and develop other methods for encouraging access to such information and promotional materials". A handout was provided. Discussion took place. Yeas: Anderson, Hager, Hahn, Hartnett, Heidel, Jacobson, Kelley, Williams, Woodward, Chang. Abstain: None. Nays: Ward. **Motion carried.**

11. New Business

a) Superintendents' Plan to Improve Attendance – A Greater Omaha Attendance and Learning Services (GOALS) Evaluation was provided by Treva Haugaard and Wendy Piper. Two handouts were provided. Discussion took place.

- b) Proposed 2019/2020 Socioeconomic Diversity Plan
 - i. Motion by Mr. Hartnett, seconded by Ms. Jacobson, upon recommendation of the Elementary Learning and Diversity Subcommittee, to approve the Socioeconomic Diversity Plan for the 2018/2019 School Year as presented in the handout entitled "2019/2020 Diversity Plan." Three handouts were provided. Yeas: Anderson, Hager, Hahn, Hartnett, Heidel, Jacobson, Kelley, Williams, Woodward, Chang. Abstain: None. Nays: Ward. **Motion carried.**
- 12. Unfinished Business No Report
- 13. Next Council Meeting -
 - January 3, 2019, Learning Community Center of North Omaha, 1612 N. 24 Street, Omaha, NE
- 14. Adjournment Meeting was adjourned with unanimous approval at 8:45 p.m.

Documents provided were as follows, copies of which will be made a permanent part of the record of the meeting:

- LCCC Minutes dated October 18, 2018
- Treasurer's Report dated October 31, 2018
- Educational Navigator Job Description and Recommendation
- Munroe-Meyer Evaluation Report
- Proposed Diversity Plan 2019/2020

Signature

Election of Officers.

The Chair will appoint the CEO to serve as the election official and legal counsel to assist the CEO. The election official will decide all contested points of the election process and such decision will be final and may not be appealed.

Nominations for an office are open and can be made by either the candidate or another Council Member after being recognized by the election official. The candidate or other Council Member will be allowed to address the Coordinating Council for up to two (2) minutes. Only one person may speak on behalf of the candidate. There will be three (3) calls for nominations for an office, after which nominations from the floor will no longer be accepted.

At the close of nominations, the election official will appoint tellers to assist in the casting and tabulation of ballots. The tellers will distribute paper for Council Members to write their choice of candidate. There shall be no proxy voting. Council Members will fold their ballot prior to delivering it to a teller. The tellers will deliver the ballots to the election official and will assist in tallying the ballots. If only one (1) individual is nominated for an office, that individual may be elected by majority vote of the quorum via roll call vote.

Additional rounds of balloting will continue with the elimination of one (1) or more candidates after each round until one (1) candidate has received a majority vote of those present and eligible to vote. No additional balloting will occur once a candidate has received a majority vote of those present and eligible to vote. A candidate may withdraw by asking for a point of personal privilege following any round of balloting.

If more than three (3) candidates are nominated, those candidates receiving fewer votes during the initial round of balloting than the three (3) candidates with the most votes will be eliminated. If three (3) or fewer candidates are nominated, the candidate receiving the fewest number of votes during the initial round of balloting shall be eliminated.

In the case of ties, the following process shall be used: if, during the initial round of balloting, there are an equal number of votes for the third highest total, those candidates tied for third place or lower shall be eliminated. If in the initial round of balloting, there are an equal number of votes for the second highest total, all candidates with that total shall advance into the next round of balloting. For rounds of balloting with three (3) or fewer candidates, ties for those with the second highest number of votes will result in no candidate being eliminated and cause an additional round of balloting.

If the same vote totals for all candidates repeat for three (3) ballot cycles, and one (1) candidate has received the most votes, that candidate shall be selected by plurality. If there is a tie for the candidate receiving the most votes, the candidate selected shall be determined by lot.

Elections will be conducted in the following order: Chair, Vice Chair, Secretary, Treasurer. At the conclusion of the election for Treasurer, the newly elected officers shall assume office.

Beginning in January 2017, officers may serve a maximum of two consecutive years in a particular office, unless earlier removed for non-performance of duties. After serving two years in one office, that Council Member may be elected to a different officer position.

LEARNING COMMUNITY SUBCOMMITTEES

NAME:		SUBCOUNCIL:									
Instructions: Please place a ✓ interested in serving on. PLEASE I following Subcommittees. Each Sul	NOTE:	You	will	be a	sked	I to se	rve on at least one and not r	nore			
Also, please place a ✓ in the box in are interested in Chairing a Subcom						ou are	e new or returning to that Subo	nmo:	nittee,	and	if you
SUBCOMMITTEE			CH	IOICI	E						
■ Budget, Finance & Audit		1 st		2 nd		3 rd	New to Subcommittee Returning to Subcommittee Interested in Chairing		Yes Yes Yes		No No No
Elementary Learning and Diversity		1 st		2 nd		3 rd	New to Subcommittee Returning to Subcommittee Interested in Chairing		Yes Yes Yes		No No No
■ Legislation		1 st		2 nd		3 rd	New to Subcommittee Returning to Subcommittee Interested in Chairing		Yes Yes Yes		No No No

The Budget, Finance & Audit Subcommittee addresses matters involving finance, budget, investment, tax levy and audit for the Learning Community.

The Elementary Learning & Diversity Subcommittee oversees the Diversity Plan and the quality operation and programming funded by the elementary learning center levy.

The Legislation Subcommittee recommends positions to the Coordinating Council on legislation that pertains to or would directly affect the Learning Community.

Conflict of Interest Disclosure Form

The Learning Community of Douglas and Sarpy Counties

General

Section 8.2.1 of the Learning Community Policies & Procedures requires each Council Member to disclose in writing whether the Council Member has any financial interests or family relationships that could give rise to a conflict of interest in any matter coming before the Coordinating Council. Council Members must review, complete, and return this form to the Council Operations Manager by February 1 of each year of the Council Member's term on the Coordinating Council.

2. **Definitions**

"Business" means any corporation, partnership, limited liability company, sole proprietorship, firm, enterprise, franchise, association, organization, self-employed individual, holding company, joint-stock company, receivership, trust, activity, or entity.

"Business with which the individual is associated or business association" means a business (1) in which the individual is a partner, limited liability company member, director, or officer; or (2) in which the individual or a member of the individual's immediate family is a stockholder of closed corporation stock worth \$1,000 or more at fair market value or which represents more than 5% equity interest or is a stockholder of publicly traded stock worth \$10,000 or more at fair market value or which represents more than 10% equity interest.

"Coordinating Council" means the governing body of the Learning Community of Douglas and Sarpy Counties.

"Council Member" means a member of the Coordinating Council.

"Immediate family member" means a child residing in an individual's household, a spouse, or an individual claimed by that individual or that individual's spouse as a dependent for federal income tax purposes.

"Learning Community" means the Learning Community of Douglas and Sarpy Counties.

- 3. **Conflicts of Interest**. A conflict of interest may exist in any of the following situations:
 - a. <u>Financial Benefit or Detriment</u>. A conflict of interest may exist when a Council Member would be required to take any action or make any decision in the discharge of the Council Member's official duties that may cause financial benefit or detriment to the Council Member, an immediate family member of the Council Member, or a business with which the Council Member is associated, which is distinguishable from the effects of such action on the public generally or a broad segment of the public. For example, a potential conflict of interest may exist where the Coordinating Council is going to vote on whether to award a contract to a particular service provider, and a Council Member's immediate family member is an owner of the service provider. Note that this example may also implicate 3.c. below if the contract is valued at \$2,000 or more (in any one year); however, 3.a. and 3.c. are not interchangeable, as 3.c. specifically applies to contracts, whereas the "financial benefit or detriment" standard of this section is a broader standard.
 - b. <u>Recommending / Employing / Supervising Immediate Family Members</u>. Nebraska law provides that Council Members and employees of the Learning Community

may, on behalf of the Learning Community, employ or recommend or supervise the employment of an immediate family member only if: 1) the Council Member or employee does not abuse the Council Member's official position, as described below; 2) the Council Member or employee makes a full disclosure on the record to the Coordinating Council and a written disclosure to the person in charge of keeping records for the Coordinating Council (by completing and submitting this form); and 3) the Coordinating Council approves the employment or supervisory position. Abuse of an official position includes, but is not limited to, employing an immediate family member: i) who is not qualified for and able to perform the duties of the position; ii) for an unreasonably high salary; or iii) who is not required to perform the duties of the position. For example, the requirements of this section would apply if the Coordinating Council was voting to fill the position of Chief Executive Officer ("CEO") and a Council Member's immediate family member was a candidate for that position or, if the CEO was filling a vacant position and an immediate family member of the employee who supervises the vacant position was an applicant for the vacant position.

c. Contracts in Excess of \$2,000. Except as otherwise provided by law, the Coordinating Council and Learning Community employees are prohibited from entering into a contract on behalf of the Learning Community valued at \$2,000 or more, in any one year, with a Council Member, an employee, a Council Member's or employee's immediate family member, or a business with which a Council Member or employee is associated unless the contract is awarded through an open and public process, including prior public notice, and subsequent availability for public inspection during regular office hours of the Learning Community of the proposals considered and the contract awarded. No contract may be divided for the purpose of evading these requirements. For example, a violation of this section would occur if the Coordinating Council or a Learning Community employee were to enter into a contract (valued at \$2,000 or more in any one year) on behalf of the Learning Community with a business owned by a Council Member (e.g. for exterior painting services). Note that if the contract value were less than \$2,000, this section would not apply, but such an arrangement would be subject to 3.a above.

Conflict of Interest Disclosure Form The Learning Community of Douglas and Sarpy Counties

Signature		Da	te
Name (plea	ase print)		
and that the forego	oing information is true a	e Learning Community's pound complete to the best of r any conflict of interest aris	my knowledge. I agree to
_		ather relevant facts, and migation of the conflict of inte	
estimate of the date Coordinating Coun	e that the matter will com acil will decide or act on	n additional pages, if necessive before the Coordinating the issue. The Learning (Council and/or the date the Community's legal counse
3 above:	□ No	□ Ye	es
Are you aware of the 3 above?	e existence of an actual	or potential conflict of inter-	est as described in Section

The Learning Community Foundation of Douglas and Sarpy Counties BOARD OF DIRECTORS - NOMINATION FORM

I nominate the following individual to serve on the Board of Directors of the Learning Community Foundation of Douglas and Sarpy Counties:

Date:December 13, 2018 Nominated By: Susan Kelley	
Phone:402.504.0620 Email:skelley@learningcommunityds.org	
Nominee Information:	
Nominee Name: _Lorraine Chang	
Address: 770 North 93 rd Street, Unit 6C7, Omaha, NE 68114	
Sest Contact Phone Number: 402.319.3388	_
mail: _lorraine.chang1@gmail.com	
Surrent Position: Strategic Leadership Consultant	

What strengths, experience and/or background will you bring to this Board?

Having served on the Learning Community Coordinating Council since 2009 and as its Chair for the last 7 years, I understand the programs that the Learning Community is investing in and can continue to be a strong advocate for these programs. I am also very engaged in the Omaha community and am willing to reach out to my contacts in the community to seek out support for the Learning Community's programs. With a legal and business background and history serving on different boards, I also bring a good understanding of board governance.

What other boards or organizations have you been affiliated with? What was your role? I currently serve on the boards of the College of St. Mary (Secretary and Chair of the Service Learning Committee), Voices for Children (Chair of the Fund Development Committee) and the Weitz Funds (Independent Chair). I am (re)joining the board of the Women's Fund of Omaha in January as Chair of the Policy Committee. I served on the board of the Children's Hospital and Medical Center (Secretary and Chair of the Governance Committee) and am retiring this year from their Quality & Patient Safety Committee. I have served on grant review committees of United Way, the Omaha Community Foundation and the Women's Fund.

Why do you want to serve on The Learning Community Foundation Board? While I am retiring from the Learning Community Coordinating Council, my passion for its mission is undiminished. I want to see more families and children receive the benefit of the successful programs that the Learning Community has supported. As the need for such programs is growing, the foundation can raise additional funds that expand the reach of such programs.

The Learning Community Foundation of Douglas and Sarpy Counties BOARD OF DIRECTORS - NOMINATION FORM

I nominate the following individual to serve on the Board of Directors of the Learning Community Foundation of Douglas and Sarpy Counties:

Date: 2 9 20 8
Nominated By: Lorraine Chana
Phone: 402 - 319 - 3388 Email:
Nominee Information:
Nominee Name: Nancy Jacobson MSW
Address: 12906 Homilton St
Best Contact Phone Number: 402 -305 - 307 9
Email: nancjacoo AOL.com
Current Position: Learning Community Council member
What strengths, experience and/or background will you bring to this Board?
I have served on the Learning Community since I
was elected to 2008. Working together with collegues
by listening, learning and coming to consensus
we created the Learning Community. I was co-chair of
Elementary Learning Subcommittee for Guerry. Collaboratury
with community partners, we implemented pragrams that
we innavative and help improve education outcomes for children What other boards or organizations have you been affiliated with? What was your role? Inpover
Thave served on the Anti-Defamation Leggye Board
since 2016 and served on the Education Committee.
A life long child advocate, I collaborated with
social work and Research professionals to create the
Advocacy Office for Children and youth which
Advocacy Office for Children and Youth which later became Votces for Children Why do you want to serve on The Learning Community Foundation Board?
Why do you want to serve on The Learning Community Foundation Board?
I want to serve on the L.C. Foundation Board
because I want to support the great work
the Learning Community. The need is great because
poverty impacts students through out the Omaha
oreg. Our demonstration programs are proving Lity
values positive impact for our children, to custing an
valute positive impact for our children. Focusing and Early Childhood education, family engagement and
Instructional coaching we need to expand our programs

I served on the Boys and Girls Club Board for a years and my role was program development.

tosi programs to help more children

and sid families. We need to continue

will to offer all of our aprograms and

develop new programs.

CH

From: Carol Hahn thehahns@cox.net & Subject: Fwd: Learning Community Foundation Date: November 19, 2018 at 2:57 PM

To: Lorraine Chang lorraine.chang1@gmail.com

Sent from my iPhone

Begin forwarded message:

From: Erik Servellon < eservellon@leg.ne.gov > Date: November 19, 2018 at 12:36:42 PM PST

To: thehahns@cox.net

Subject: Learning Community Foundation

Good afternoon Carol - thank you again for the invitation to apply. Here is my nomination form. Please let me know if this works or if you need me to rewrite to type it. I look forward to hearing back!

Reet

Erik Servellon Legislative Staff Senator Tony Vargas

Nebraska Legislature, District 7

Office: (402) 471-2721

The Learning Community Foundation of Douglas and Sarpy Counties BOARD OF DIRECTORS - NOMINATION FORM

I nominate the following individual to serve on the Board of Directors of the Learning Community Foundation of Douglas and Sarpy Counties:

Nominated By: Carol Hahn Phone: 402-681-9500 Email: thehahns@cox.net.
Nominee Information:
Nominee Name: Eric O Societon Address: 4427 5 215 St Oruh, NE 68107
Best Contact Phone Number: 44 5/6 7550 Email: ent Servellon (gotal Com
Current Position: Legislatic Stoff - Alebraika Unesmeral
What strengths, experience and/or background will you bring to this Board? My Strength lies in a perspective passing and dulting to units the factor. Bigard font, I have I be greater and take Strategically. I am not
describe make as ark and yelve the relationship bothing measure before hard.
experience on education (Master Popula Administration) and corner bacegrand
What other boards or organizations have you been affiliated with? What was your role?

The Learning Community Foundation of Douglas and Sarpy Counties BOARD OF DIRECTORS - NOMINATION FORM

I nominate the following individual to serve on the Board of Directors of the Learning Community Foundation of Douglas and Sarpy Counties:

Date: 12/14/2018
Nominated By: Carol Hahn Nominated By: Carol Hahn Nominated By: Carol Hahn
Nominated By: <u>Carol Hahn</u> Phone: <u>402-595-8441</u> <u>Email: nicole: theophilus a</u> icloud.com
Nominee Information:
Nominee Name: Nicole B. Theophilus
Address: 5210 Burt Street, Omalia, NE 68132
Best Contact Phone Number: 402 - 595 - 844/
Email: Mcde. Theophilus Wichond. Com
Current Position: Lawyer / Consultant
What strengths, experience and/or background will you bring to this Board?
Significant Stategy experience development
reprience light by powerie human
resources; communications; foundation
1-2
What other boards or organizations have you been affiliated with? What was your role?
Omalia Chamber of Commerce - Total news
Sacred Heart My 8tres - Bond Member
Court zen Gardens - Brand Manner Gala Spansorship Chair
10 months
Tolces for Children, Tours Trestante
Why do you want to serve on The Learning Community Foundation Board?
learning and
may lenguly children larly dealhord education
Interventish and priental education of on other
most unpertant wais we can set all childen up for
Success. I believe this is a great bond with a france.
musion and, a L'a love la surge of

Board Expectations

For the Learning Community Foundation of Douglas & Sarpy Counties

<u>Vision of the Learning Community</u>: That all children within the Learning Community achieve academic success without regard to social or economic circumstance.

<u>Mission of the Learning Community</u>: Together with school districts and community organizations as partners, we demonstrate, share and implement more effective practices to measurably improve educational outcomes for children and families in poverty.

Members of the Board of Directors for the Learning Community Foundation will be expected to:

- Participate in regularly scheduled board meetings, in person or by phone, with a goal of 75% attendance.
- Attend or financially support any events sponsored by the Foundation.
- Demonstrate support for the Learning Community and its Foundation through an annual financial contribution, either personally or personally solicited from other individuals or organizations, with a goal of 100% participation by all Board members.
- Understand and promote the purposes of the Learning Community by fostering awareness and collaboration that contributes to the Learning Community's mission and vision.