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
10. Next Council Meeting –
    • January 24, 2019, Learning Community Center of North Omaha, 1612 N. 24th Street, Omaha, NE
11. Adjournment

UPCOMING LEARNING COMMUNITY EVENTS:

<table>
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<tr>
<th>Advisory Committee</th>
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<tr>
<td>LC Coordinating Council</td>
<td>January 24, 2019, 6:00 p.m.</td>
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<tr>
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<td>Learning Community Center of North Omaha, 1612 N. 24th Street, Omaha, NE</td>
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<tr>
<td>Subcouncil #1</td>
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<td>Subcouncil #6</td>
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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
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 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 –
      
   
   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


8. Learning Community Center of South Omaha Update – No Report

9. Learning Community Center of North Omaha Update –


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


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 ✓ in the box indicating your 1st, 2nd, and 3rd choice for the Subcommittees you are interested in serving on. **PLEASE NOTE:** You will be asked to serve on at least one and not more than two of the following Subcommittees. Each Subcommittee will consist of 6 members, one from each Subcouncil.

Also, please place a ✓ in the box indicating whether or not you are new or returning to that Subcommittee, and if you are interested in Chairing a Subcommittee. **Thank You!**

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<tr>
<th>Subcommittee</th>
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<tr>
<td>Budget, Finance &amp; Audit</td>
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<tr>
<td>Elementary Learning and Diversity</td>
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<td>Legislation</td>
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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**

## 1. 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. **Financial Benefit or Detriment.** 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. **Recommending / Employing / Supervising Immediate Family Members.** 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

Are you aware of the existence of an actual or potential conflict of interest as described in Section 3 above?

☐ No  ☐ Yes

If Yes, please list all relevant facts (attach additional pages, if necessary), including your best estimate of the date that the matter will come before the Coordinating Council and/or the date the Coordinating Council will decide or act on the issue. The Learning Community's legal counsel will review any disclosures on this form, gather relevant facts, and make a recommendation to the Coordinating Council regarding the navigation of the conflict of interest.

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

I certify that I have read and understand the Learning Community's policy on conflicts of interest and that the foregoing information is true and complete to the best of my knowledge. I agree to disclose to the Council Operations Manager any conflict of interest arising after my submission of this form.

Name (please print)

________________________________________________________________________

Signature Date
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@learningcommunityys.org____

Nominee Information:

Nominee Name: _Lorraine Chang________________________
Address: 770 North 93rd Street, Unit 6C7, Omaha, NE 68114________________
Best Contact Phone Number: 402.319.3388____________________________
Email: _lorraine.chang1@gmail.com______________________________

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

Date: 12/19/2018
Nominated By: Lorraine Chang
Phone: 402-319-3388
Email: 

Nominee Information:
Nominee Name: Nancy Jacobson MSW
Address: 12906 Hamilton St
Best Contact Phone Number: 402-305-3079
Email: nanjac00@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 in 2008. Working together with colleagues by listening, learning and coming to consensus, we created the Learning Community. I was co-chair of the Elementary Learning Sub-committee for 4 years. Collaborating with community partners, we implemented programs that are innovative and help improve education outcomes for children.

What other boards or organizations have you been affiliated with? What was your role?

I have served on the Anti-Defamation League 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 later became Voices for Children.

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 of the Learning Community. The need is great because poverty impacts students throughout the Omaha area. Our demonstration programs are proving L.C. can have a positive impact for our children. Focusing on Early Childhood Education, Family Engagement and Instructional Coaching we need to expand our programs to include mental health...
I served on the Boys and Girls Club Board for 9 years and my role was program development.

I suggested programs to help more children and families. We need to continue to offer all of our programs and develop new programs.
Sent from my iPhone

Begin forwarded message:

From: Erik Servellon <eservellon@leg.ne.gov>
Date: November 16, 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!

Best,

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:

Date: 12/13/18
Nominated By: Carol Hahn
Phone: 402-681-9500 Email: thehahns@cox.net

Nominee Information:

Nominee Name: Erik Servellon
Address: 4937 S 21st St Omaha, NE 68107
Best Contact Phone Number: 402-681-9500
Email: eservellon@leg.ne.gov
Current Position: Legislative Staff - Nebraska Legislature

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

My strengths lies in my perspective, passion, and ability to convey that perspective. I have a broad range of experiences and think strategically. I am able to make eye contact and use nonverbal communication. I am also an effective writer. I possess the ability to balance multiple tasks and responsibilities. I am a team player and have been successful in working with others. I am committed to making a positive impact on the lives of others.

What other boards or organizations have you been affiliated with? What was your role?

Eastern Nebraska Community Action Partnership - Current Board Secretary
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
Phone: 402-595-8441 Email: nicole.theophilus@icloud.com

Nominee Information:

Nominee Name: Nicole B. Theophilus
Address: 5210 Brunst Street, Omaha, NE 68132
Best Contact Phone Number: 402-595-8441
Email: Nicole.Theophilus@icloud.com
Current Position: Lawyer/Consultant

What strengths, experience and/or background will you bring to this Board?
Significant strategic experience; development experience; leadership experience; governance; human resources; communications; foundation

What other boards or organizations have you been affiliated with? What was your role?
Omaha Chamber of Commerce - Board Member
Sacred Heart Ministries - Board Member
Lawrence Gardens - Board Member
Pommene Talbot: Board of Trustees: Gala Sponsorship Chair
Voices for Children: Board Member

Why do you want to serve on The Learning Community Foundation Board?
I have a passion for early learning and particularly children. Early childhood education is integral to and foundational to success. I believe this is a great board with a great mission and I'd love to help get it up and running!
Board Expectations
For the Learning Community Foundation of Douglas & Sarpy Counties

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

Mission of the Learning Community: 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.