

# LEARNING COMMUNITY OF DOUGLAS AND SARPY COUNTIES

## LEARNING COMMUNITY COORDINATING COUNCIL

### AGENDA

May 20, 2021 – 6:00 p.m.

Learning Community Center of North Omaha, 1612 N. 24<sup>th</sup> Street  
Omaha, NE

1. Call Meeting to Order/Pledge of Allegiance
2. Public Notice and Compliance with Open Meetings Act
3. Roll Call
4. Approval of Council Minutes – April 15, 2021
5. Reports
  - a) Chair
    - i. **Action Item:** Motion to approve the contract with Parlay Consulting as the 2021 Strategic Plan Facilitator in an amount not to exceed \$51,491.25.
    - ii. **Action Item:** Motion to approve the contract for the Needs Assessment in an amount not to exceed \$38,478.00
  - b) Treasurer
    - i. **Action Item:** Motion to accept the Treasurer's Report dated March 31, 2021
    - ii. **Action Item:** Motion to accept the Treasurer's Report dated April 30, 2021
  - c) Chief Executive Officer
  - d) Legal Counsel
  - e) LC Foundation
6. Public Comments
7. Learning Community Programming Update
  - a) Superintendents' Plan – BECI Presentation for the Superintendents Early Childhood Plan Contract Renewal for 2021-2025
  - b) Centers – OneWorld Community Health Centers Presentation for the Family Learning Program at the South Center Contract Renewal for 2021-2024

c) District Initiatives -

- i. **Action Item:** Upon recommendation of Achievement Subcouncil 3, the motion to authorize the CEO to enter ELC programming agreements with a school approved organization. The organization is to fund extended learning in the amount of \$40,800. Summary Sheet (attached) for the 2021/2022 fiscal year. Approval is contingent upon Council approval of authorization of the elementary levy and the 2021/2022 fiscal year budget for the Learning Community.
- ii. **Action Item:** Upon recommendation of Achievement Subcouncil 6, the motion to authorize the CEO to enter ELC programming agreements with a school districts to fund jumpstart and extended learning in the amount of \$ 127,929.54 Summary Sheet (attached) for the 2021/2022 fiscal year. Approval is contingent upon Council approval of authorization of the elementary levy and the 2021/2022 fiscal year budget for the Learning Community.

8. Subcommittee Reports

- a) Elementary Learning and Diversity Subcommittee
- b) Budget, Finance & Audit Subcommittee
- c) Legislative Committee

9. New Business

10. Next Council Meeting –

- June 17, 2021 Learning Community Center of North Omaha, 1612 N. 24<sup>th</sup> Street, Omaha, NE

11. Adjournment

## UPCOMING LEARNING COMMUNITY EVENTS:

Advisory Committee	To Be Determined
LC Coordinating Council	June 17, 2021, 6:00 p.m. Learning Community Center of North Omaha, 1612 N. 24 <sup>th</sup> Street, Omaha, NE
Subcouncil #1	May 27, 2021, 4:00 p.m.
Subcouncil #2	To Be Determined
Subcouncil #3	To Be Determined
Subcouncil #4	To Be Determined
Subcouncil #5	June 4, 2021, 2:00 p.m.
Subcouncil #6	To Be Determined

## **HANDOUTS TO ACCOMPANY THIS AGENDA ARE AS FOLLOWS:**

- LCCC Minutes dated April 15, 2021
- Parlay Consulting – Memorandum and Proposal for Services
- Needs Assessment – Memorandum of Understanding and Summary Sheet
- Treasurer's Report dated March 31, 2021
- Treasurer's Report dated April 30, 2021
- BECI Presentation – handout to be provided at the Council meeting
- OneWorld Community Health Centers Presentation – handout to be provided at the Council meeting
- District Initiatives – Summary Sheet and Term Sheet

## LEARNING COMMUNITY OF DOUGLAS AND SARPY COUNTIES

### LEARNING COMMUNITY COORDINATING COUNCIL

**April 15, 2021**

A meeting of the Coordinating Council of the Learning Community of Douglas and Sarpy Counties was held April 15, 2021. Notice of the meeting, containing the date, time, place, and agenda, was given in advance thereof by publication in the Daily Record on April 14, 2021. 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 March 11, 2021.

1. Call Meeting to Order. The meeting was convened and called to order by Chair Hager at 6:02 pm and began with the recitation of the Pledge of Allegiance.
2. Public Notice & Compliance with Open Meetings Act. Chair Hager announced that the Nebraska Open Meetings Act was posted online and that copies of materials being reviewed by the Council were available to the public online as well.

3. Roll Call:

Voting Members Present: Brock, Hager, Hahn, Hall, Hoeger, Kozel, Jackson, Schoenberger, Thommes, Ward, Zingg

Voting Members Excused: None

Members Absent: None

Staff Present: Ekwerekwu, Franklin, Harris, Lewis

Also Present: Loretta Carroll, Koley Jessen, GOALS

4. Approval of Minutes: Allen Hager presented the Council minutes from the March 18, 2021 public meeting. Motion first by Hager and 2<sup>nd</sup> by Thommes to approve minutes of the Council meeting held on March 18, 2021. **Yeas:** Jackson, Hager, Hall, Hahn, Hoeger, Kozel, Thommes, Zingg, Schoenberger. **Nays:** Ward, **Motion carried.**

5. Reports

- a) Chair Hager reported that we have quality candidates for Sub 5 in attendance and that the interviews will be highly anticipated. Referenced the articles that he sent out this week related to COVID, and future strategic plan.

- b) Treasurer – Mr. Thommes gave report.

- i. **Action Item:** Motion to Accept Treasurer's Report dated March 31, 2021 Motion first by Hoeger, second by Thommes. Mr. Hoeger moved to Table the motion to a future meeting date. Mr. Zingg seconded the motion to table. No debate. **Yeas:** Jackson, Hager, Hall, Hahn, Hoeger, Kozel, Thommes, Zingg, Schoenberger, Ward, **Motion carried.**

- ii. **Action Item:** Motion to Accept Second Quarter Budget to Actual dated February 28, 2021. Motion first by Hoeger, second by Zingg. **Yeas:** Jackson, Hager, Hall, Hahn, Hoeger, Kozel, Thommes, Zingg, Schoenberger, **Nays:** Ward, **Motion carried.**

- c) Chief Executive Officer – CEO thanked partners in attendance, introduced Alice Lewis, and provided a statement of support and encouragement to all families effected by social happenings, globally-nationally-locally.
- d) LC Foundation – Hahn reported that the LCF now has a website, that the Foundation is producing a video promo for future use, and that they are participating in Do Good week
- e) Legal Counsel- No Report

#### 6. Public Comments –

Public Comment #1: Abbey Jo Klein. 5410 Weir Street. Omaha, NE 68117. Spoke on behalf of and in support of Evan Schmeits for Subcouncil 5.

Public Comment #2: Shanna Murphy. 4520 Kelby Road. Omaha, NE 68152. Spoke on behalf of and in support of Evan Schmeits for Subcouncil 5 by reading a letter written by Michael F. McDonnell.

#### 7. Learning Community Programming Update

- a) Centers - Presentation by Renee Franklin (Summer Academy). Ms. Franklin provided an update on the LC's plan for the summer learning for young children (ages 3 and 4) at the South Center and discussed logistics.
- b) Superintendents' Plan – No report
- c) District Initiatives - Instructional Coaching Discussion (Cecilia Wilken, Ralston Public School). Ms. Wilken provided a handout to explain the current composition and operation of the instructional coaching program in Ralston public schools, as well as the demographic layout of the district. Discussion was held.

#### 8. Subcommittee Reports

- a) Legislative Subcommittee- Ms. Schoenberger provided a report on many bills including those related to budget, diversity plan, and relationships/conversations with key Senators.
- b) Budget, Finance & Audit Subcommittee- Mr. Hoeger provided an update discussing the need for continued insurance coverages. Discussion was held.
- i. **Action Item:** Motion to Approve the Insurance Renewal Premiums For 2021-2022. Motion first by Hoeger, Second by Thommes. **Yeas:** Jackson, Hager, Hall, Hahn, Hoeger, Kozel, Thommes, Zingg, Schoenberger. **Nays:** Ward, **Motion carried.**

- c) Elementary Learning and Diversity Subcommittee- Ms. Jackson provided an update on upcoming meetings to review the BECI Superintendents Early Childhood plan contract and the MMI evaluation contract.

9. New Business

- a) Discuss **South Center Annex Renewal**
- b) **Action Item:** Motion to Extend the Commercial Lease with El Mero Mero for an additional term of three years, as outlined in the agreement. Motion first by Hager, second by Zingg.**Yeas:** Jackson, Hager, Hall, Hahn, Hoeger, Kozel, Thommes, Zingg, Schoenberger. **Nays:** Ward, **Motion carried.**
- c) Election of the new Sub 5 council person:

Interview 1: Yajaira Gonzalez  
Interview 2: Matthew Barros  
Interview 3: Roxann Hamilton  
Interview 4: Evan Schmeits  
Interview 5: Erik Omar Servellon

The Council went into Closed Session under the first motion of Chair Hager and second of Mr. Zingg at 7:43PM. Koley Jessen assisted in the process of conducting the vote process.

The Council opened the meeting again at 8:16 PM first by Hager second by Zingg. Roll Call: **Yeas:** Jackson, Hager, Hall, Hahn, Hoeger, Kozel, Thommes, Zingg, Schoenberger, Ward.

The Council held discussion regarding the potential candidates and positive personal interactions with specific candidates. The first round of voting resulted in the naming of 4 final candidates (Schmeits, Barros, Gonzalez, and Servellon). A vote was conducted to name the 3rd clear candidate (runoff between Schmeits and Barros). The vote resulted in Schmeits moving forward to become the 3rd candidate. The Council then voted to reach one final candidate between Schmeits, Gonzalez, and Servellon. The Council voted again to elect one candidate and there were two finalists tied (Gonzalez and Servellon). A final vote was held to elect a clear candidate between the two, and Servellon was elected as the new Subcouncil 5 representative.

Erik Omar Servellon accepted the nomination, read the oath of office declaration, and completed the notary process with the assistance of Koley Jessen.

10. Next Council Meeting –

May 20, 2021 – Learning Community Center of North Omaha, 1612 N. 24<sup>th</sup> Street,  
Omaha, Nebraska

11. Adjournment – Meeting was adjourned with unanimous approval at 8:51 pm

## **UPCOMING LEARNING COMMUNITY EVENTS:**

Advisory Committee

To Be Determined

LC Coordinating Council

May 20, 2021, 6:00 p.m.

Learning Community Center of North Omaha, 1612  
N. 24<sup>th</sup> Street, Omaha, NE

## **HANDOUTS TO ACCOMPANY THIS AGENDA ARE AS FOLLOWS:**

- LCCC Minutes dated March 18, 2021
- Treasurer's Report dated March 31, 2021
- 2021 District Initiatives
- El Mero Mero Extended Term Letter and Commercial Lease
- Budget To Actual Document
- Candidates Applications & Resumes

## MEMORANDUM

**TO:** Members of the Learning Community Coordinating Council

**FROM:** Dr. Bradley Ekwerekwu, CEO

**DATE:** May 2021

---

**Requested Action:** Approval of Strategic Plan Facilitator

**Type of Contract:** Cost Reimbursable

**Terms:** May 2021 to December 2021; up to \$51,491.25

**Partner:** Parlay Consulting Firm

### Overview

The Learning Community has prioritized expanded programs and strong outcomes in its current strategic plan, which expires in December of 2021. Many of you have been extremely influential in the Strategic Planning process and execution of goals at the Learning Community of Douglas and Sarpy Counties.

<https://learningcommunityds.org/about/strategic-plan/#1544738885928-6c7a1039-2ff8>

Our focus will now shift toward the facilitation process of a new Strategic Plan to take effect in January 2022.

### Supporting Detail

The facilitation process and dedication to the success of the Learning Community of Douglas and Sarpy Counties has proven agreeable by both parties (LCDS and Parlay Consulting Firm). Parlay has been recommended to carry out all tasks related to community involvement toward the end goal of a researched, and well written plan.

### Current Results

The Learning Community's current strategic plan has guided the organization toward continued community impact and collective success. We look forward to more of the same in the future, with built in measures and goals that will hold us all accountable to the mission.

### Budget and Recommendation

The proposed recommendation comes from the Executive Committee in an amount not to exceed \$51,491.25.

---





## Proposal for Services — Learning Community of Douglas and Sarpy Counties

Learning Community of Douglas and Sarpy Counties (Learning Community) is ready to update their strategic plan. Many changes have taken place during the last strategic plan which includes, but not limited to, new structure of who are council representatives (all elected versus elected + appointed), the common levy is no longer a part of Learning Communities responsibilities, new council members, new CEO, and new staff. And don't forget the impact of Covid 19 has had over the past 13 months. As the Learning Community prepares for the next strategic plan, it will be important to continue to gather community input to inform the practical vision and strategic directions set by the Council representatives and operationalized by the employees.

### About Parlay Consulting Firm

*We identify assets and opportunities and leverage your current success to build your desired results.*

**Parlay Consulting Firm, Inc.** (Parlay) and our team of consultants brings diverse talent and experiences to our engagements. Collectively, we have partnered with more than 100 nonprofit organizations, government entities and for-profit companies in Nebraska, Iowa, Missouri, and Ohio, including with national and international footprints. Parlay provides organizational development services based on the unique needs of your Board of Directors, Leadership Team, and employees.

**Parlay Consulting Firm, Inc.**

**Address:** 2921 South 102<sup>nd</sup> Street, Omaha, Ne

**Phone Number:** 402.981.7176

**Email:** [bethmorrissette@parlayconsultingfirm.com](mailto:bethmorrissette@parlayconsultingfirm.com)

**Website:** [www.parlayconsultingfirm.com](http://www.parlayconsultingfirm.com)

### Mission

Parlay works with organizations to help them *Achieve their Desired Results.*

*At Parlay Consulting Firm, we believe in...*

- **Growth.** Continually improving individuals, companies, and ourselves for the betterment of our shared community.
- **Curiosity & being challenged.** Often, we hear others say to us, "That's a great question!" because of the gentle pushes we can't help but to ask.
- **Resourcefulness.** It is important to take your current outcomes and parlay them into the results you desire to achieve.
- **Humility.** Often being humble in the hard work it takes to get there.
- **Energy & excitement.** With every person or organization, we work with, we get excited about the potential that they can achieve.

### Our Team

**Beth Morrissette, MPA, MSW** is the CEO at Parlay and has worked in the nonprofit sector for more than 20 years. She is experienced in the full continuum of job responsibilities from nonprofit executive director to nonprofit board member to elected official. As an Executive Director, she helped lead a collective impact organization to successfully build partnerships across multiple nonprofit organizations and government entities. Recently, she was reelected to her second term on the Board of Education for Westside Community Schools, has served on the Learning Community Council and has served on the Board of Directors for a large nonprofit organization with a budget over \$24 million. To learn more about Beth, review her [LinkedIn](#) profile.

**Dr. Valerie J. Calderon** is Director of Strategy and Capacity Building at Parlay Consulting Firm and specializes in strategic planning and the design and implementation of programs aimed at improving organizational outcomes and helping leaders to create thriving places to learn, serve and work. She came to Parlay from Gallup, Inc., where she worked for more than 12 years. As a senior consultant, she directed internal and client teams in the implementation of complex organizational development and measurement programs. She led employee engagement and change management initiatives and contributed to numerous nationally representative studies for public release for both public and private sector organizations. Valerie is the current president for the Bennington Public Schools Board of Education and was a founding board member for the Bennington chapter of TeamMates Mentoring. learn more about Valerie, review her [LinkedIn](#) profile.

**Additional Parlay Team Members** – **Kay Doyle, MLOSC** – Director of System Change | **Stephanie Wenz, BS** – Project Coordinator | **Jeffry Morrisette** – Information & Cybersecurity Consultant | **Jeff Kemp, MS** – Curriculum & Engagement Specialist

## Description of Our Approach & Methodology

### Facilitation Methods

Parlay utilizes the Institute of Cultural Affairs' (ICA) Technology of Participation (ToP)® facilitation methods to guide strategic planning consultation. ToP is a facilitation methodology developed as a participatory approach to community and organizational development. The methods and tools employed by ToP are specifically geared toward groups that need to come to consensus and make collective decisions or plans. These goals are achieved through meaningful conversations that foster strategic thinking, welcome diversity, and seek and recognize the voice, wisdom, and contributions of all group members, all while focusing on shared agreement.

### Research Methods

Parlay utilizes mixed research methods as appropriate to meet the specific needs of our client's research objectives, questions, and participants. Parlay can utilize both primary and secondary sources to meet the needs of the organization. Secondary sources may include a review of extant literature, secondary data sources, and historical documents. Primary data sources may include online surveys, interviews, and focus group sessions. Interviews and community listening sessions may be conducted either in person or virtually, recorded, and transcribed, then analyzed for codes and themes guided by a phenomenological approach, which seeks to understand the lived experiences individuals have had with a concept or phenomenon (Creswell & Poth 2018). Qualitative analysis will occur using Computer Aided Qualitative Data Analysis Software (CAQDAS). Surveys will be analyzed for descriptive and limited comparative statistics using Microsoft Excel.

### Scope of Work

<p><b>Stakeholder Input</b> – Interviews (up to 25 interviews) Up to total of \$13,125</p> <p><b>Interviews</b> can be arranged at the most convenient location for the interviewees following an introduction email from the CEO.</p> <ul style="list-style-type: none"> <li>Allows for a deeper dive into the perceptions of the interviewees in a 1:1 format.</li> <li>Interviews will be 30-minutes or less in length.</li> <li>The focus of interviews would be discussed and agreed upon by Parlay and the CEO. It may be beneficial to hear from other elected school board members, elected state senators and/or Coordinating Council Representatives</li> </ul>	<p><b>Wave Method</b> – Examine Trends, and Approaches Emerging \$1,500</p> <p>The <b>Wave Method Workshop</b> is a collaborative literature review that invites reflection on trends, practices, and approaches in the space that the Learning Community works and serves. Learning Community leaders, in partnership with Parlay, will select three to five articles with relevant topics and ideas for participants to read ahead of the workshop. Participants will gain insights and understanding of how other successful organizations in your field are adapting to the current environment.</p>
<p><b>Stakeholder Input</b> – Public Forums (up to 5 public forums) Up to total of \$12,250</p> <p><b>Public Forums</b> will be hosted on separate occasions throughout the Learning Community.</p> <ul style="list-style-type: none"> <li>Literature review will be completed as prework by Parlay staff to inform the public forums discussion. Information learned will be shared with the public to discuss possible opportunities currently being leveraged in other communities.</li> </ul>	<p><b>Strategic Planning</b> \$5,650</p> <p>The <b>Strategic Planning Workshop</b> includes the following large and small group activities: reflection on the organization's mission and values, development of a practical vision, discussion of underlying barriers, setting strategic directions, and three-year goal development strategy, annual goal setting and implementation planning. Council members will participate in the first several activities, including practical vision and strategic direction</p>

<ul style="list-style-type: none"> <li>Allows for individuals to hear thoughts and ideas from one another and build on the group's conversation for a more complex processing.</li> <li>Public forums will be 90-minutes in length.</li> </ul>	development. Annual goal setting and implementation will be completed by Learning community leadership and employees.
<b>Stakeholder Input</b> – Focus Groups (up to 5 focus groups) Up to total of \$9,500	<b>Implementation</b> \$2,750
<b>Focus Group</b> participants will be selected and recruited by the CEO and will be limited to 12 individuals per session. <ul style="list-style-type: none"> <li>Allows for individuals to hear thoughts and ideas from one another and build on the group's conversation for a more complex processing.</li> <li>Parlay will provide suggested communications language for use in recruiting participants.</li> <li>Focus groups will be no longer than 90 minutes in length.</li> </ul>	<b>Implementation Dashboard</b> enables the Learning Community to continuously monitor progress towards implementation of the strategic plan in a customized, highly visual format. This tool will serve the Learning Community as both a mechanism for tracking progress as well as facilitating conversation using simple data visualization. Data indicators will be developed based on identified key performance indicators which will be built into a customized data dashboard using Microsoft Excel.

The process will culminate in a realistic, achievable strategic plan that includes participation from those responsible for setting and achieving the mission of the Learning Community.

## Fee Structure & Payment

Services will be delivered during typical business hours (Monday through Friday 8am – 5pm). An additional 15% will be added if workshops are scheduled outside of typical business hours. The total cost for services described in this scope of work will not exceed **\$51,491.25** (includes \$6,716.25 additional expense if services outside typical business hours). Additionally, for any in-person sessions, client will be responsible for securing appropriate space for conducting the services.

Once services are selected and agreed upon by the organization and Parlay, 20% of anticipated fees will be due at signing and is nonrefundable. Monthly invoices will be submitted following the completion of each activity.

*Thank you very much for the opportunity to partner with the Learning Community  
of Douglas & Sarpy Counties!*

*~ Parlay Team*

# MEMORANDUM

**TO:** Members of the Learning Community Coordinating Council

**FROM:** Renee Franklin, Executive Director, Elementary Learning Centers

**DATE:** May 2021

---

**Requested Action:** Approval of a landscape assessment

**Type of Contract:** Cost Reimbursable

**Terms:** September 2021-December 2021; up to \$38,748

**Partner:** Kim Bodensteiner

## Overview

The Learning Community has prioritized expanded programs and strong outcomes in its current strategic plan. Part of this expansion includes the investigation of programming for a third center and its potential to serve children and families who reside Ralston, Papillion LaVista, Millard and Westside.

<https://learningcommunityds.org/about/strategic-plan/#1544738885928-6c7a1039-2ff8>

The proposed assessment would bring stakeholders together to identify the desired impact opportunities for families with young children.

## Supporting Detail

The methodology would be working with identified stakeholders in reviewing a combination of quantitative data (i.e., existing school or community assessments, census demographics, stakeholder surveys) and qualitative data (i.e., interviews, focus groups and town hall meetings).

## Current Results:

The Learning Community's response to stakeholder input (particularly families) is one of the reasons programming in the North and South Centers has been so successful. It has been noted many times how much families and other stakeholders appreciated the intentional approach of listening to the community.

After the needs assessment is complete, the Learning Community will work with partners to explore research based interventions based on the opportunities presented.

## Budget and Recommendation

The proposed recommendation comes from the Executive Committee in an amount not to exceed \$38,748.

---

*Renee Franklin*

# MEMORANDUM OF UNDERSTANDING

## INTRODUCTION:

This Memorandum of Understanding ("MOU") is acknowledged and agreed to by the Learning Community of Douglas and Sarpy Counties (the "Learning Community") and Kim Bodensteiner (the "Service Provider") effective as of \_\_\_\_\_, 2021 (the "Effective Date").

## STATEMENT OF NEED:

The vision of the Learning Community is that all children within the Learning Community will achieve academic success without regard to social or economic circumstance. Together with school districts and community organizations as partners, the Learning Community demonstrates, shares, and implements more effective practices to measurably improve educational outcomes for children and families in poverty. In order to achieve lasting impact, the existing Learning Community Centers focus on working together with families, including children from birth through age 8, in innovative and two-generation programs. An overarching question to be addressed by the various stakeholders through this process is "What do families need to better support their children's learning and development?"

## SCOPE OF SERVICES:

The Service Provider shall perform services for the Learning Community as outlined in the proposal attached hereto as Exhibit "A" (the "Services").

## TERM:

Provision of the Services contemplated by this MOU shall commence on the Effective Date and shall continue until December 31, 2021 (the "Term"), unless earlier terminated as provided in this Section. This MOU shall terminate: (i) at any time by the mutual written agreement of the Learning Community and the Service Provider; (ii) immediately by either party in the event the other party materially breaches its obligations under this MOU; or (iii) by either party, for any reason, upon thirty (30) days' advance written notice to the other party.

## COMPENSATION:

The Learning Community shall provide the Service Provider with funding for the Services performed and costs incurred by Service Provider related to the Services in a total amount identified in Exhibit A ("Budgeted Amount"). The Budgeted Amount will be funded in monthly installments over the course of the Term and paid in arrears pursuant to statements submitted to the Learning Community for costs incurred and Services rendered by the Service Provider during the previous calendar month. Such statements will be provided to the Learning Community on or before the fifth (5th) calendar day of the month following the month to which such statement applies. Upon the written request of Learning Community, the Service Provider will provide accurate and reasonable documentation substantiating all itemized expenses set forth in such statements. Payment of approved statements (or portion(s) thereof) will be made by the Learning Community on or before the twentieth (20th) day of the month following the month in which the applicable Services were provided.

The Learning Community reserves the right to withhold or suspend any payment(s) to be made by the Learning Community pursuant to this MOU, or to require a total or partial refund of Learning Community funds, if, as determined by the Learning Community in its sole discretion, such action is necessary: (i) because the Service Provider has not complied with the terms and conditions of this MOU; (ii) to protect the purposes and objectives of this MOU as represented in the Proposal set forth in Exhibit A or any other activities of the Learning Community; or (iii) to comply with the requirements of any law or regulation applicable to the Learning Community or the Service Provider.

Upon the termination of this MOU, the Service Provider shall submit to the Learning Community: a final report detailing the Services provided, an invoice for the Services provided during the term of this MOU, an itemized listing of the costs and expenses incurred by the Service Provider with respect to the Services, and documentation substantiating all itemized costs and expenses. The Learning Community shall, after review and approval of the materials submitted by the Service Provider, remit the final

installment payment to the Service Provider within 30 days after presentation of the final report to the Learning Community Coordinating Counsel; provided, however, that the amount remitted in the final installment shall not result in the total amount paid to the Service Provider exceeding either the lesser of the Budgeted Amount reflected on Exhibit A or the total amount of the costs and expenses incurred by the Service Provider with respect to the Services. If, at the conclusion of the MOU, upon presentation of the final report to the Learning Community Coordinating Counsel, the Learning Community has, after application of all remittances previously made pursuant to the MOU, made payments to the Service Provider which exceed the total amount of costs and expenses actually incurred by the Service Provider, the Service Provider shall refund to the Learning Community the amount by which the total remittances made by the Learning Community exceed total costs and expenses actually incurred.

**INDEMNIFICATION:**

The Service Provider covenants and agrees to indemnify and hold harmless Learning Community, its council members, officers, consultants, agents and employees, and their successors and assigns, individually and collectively, (collectively, the "Learning Community Indemnified Parties") from and against any and all costs, expenses, liabilities, losses, damages, suits, actions, fines, penalties, demands or claims of any kind, including, but not limited to, attorney's fees, in any way arising out of or based upon the negligent or willful acts or omissions of the Service Provider, its employees or agents in conducting the Services as specified in this MOU and the Service Provider further agrees to pay all expenses in defending against any claims made against the Learning Community Indemnified Parties; provided, however, that the Service Provider shall not be liable for any injury, damage or loss occasioned by the negligence or willful misconduct of the Learning Community Indemnified Parties.

**AMENDMENT:**

This MOU may only be amended or modified by written agreement of the Learning Community and the Service Provider. Notwithstanding the foregoing, the parties agree that amendments or modifications to the Proposal which do not increase the total amount reflected in the Budgeted Fees or materially decrease the level of the Services may be approved by Learning Community.

**MISCELLANEOUS:**

This MOU shall be interpreted according to the law of the State of Nebraska. The parties hereto are independent contractors in their relationship to one another and are not, by virtue of this MOU or otherwise, made agents, employees, employers, or joint venturers of one another. Neither party shall have any authority to bind the other party hereto. Should any part hereof or any sections of this MOU be rendered or declared illegal, invalid or unenforceable by any court of competent jurisdiction, the remaining portions of this MOU shall not be affected thereby. Any waiver by either party of a breach of any provision of this MOU shall not operate as or be construed as a waiver of any other provision or any subsequent breach. This MOU may not be assigned or transferred by either party to this MOU except by written agreement of the non-assigning party. This MOU, together with any exhibits or schedules hereto, constitutes the entire agreement between the parties as to the subject matter hereof, and replaces all prior written and oral statements and understandings.

This above is agreed to as of this date:

Learning Community of Douglas and Sarpy Counties      Kim Bodensteiner

By: \_\_\_\_\_

By: \_\_\_\_\_

Name:

Name:

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

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

## **Exhibit A**

### **Proposal**

# **Learning Community of Douglas & Sarpy Counties**

## **Stakeholder Engagement to Identify Program Priorities for Learning Community Center #3**

### **OVERVIEW**

#### **PRIORITY FOCUS: Family Support and Education**

The Learning Community family-focused programs intend to provide support to families, parents, and guardians to ensure greater student success in school and beyond. The characteristics and functions of this family support and education might include:

1. Processes to identify the education and support needs of families served by target schools and to identify and/or develop resources available to meet those needs.
2. An ongoing process to coordinate the timely connections between families demonstrating needs in these areas with resources or services available to assist in meeting the needs.
3. Within the limits of confidentiality, monitoring the delivery of programs and services in order to ensure commitments have been met and to gain information for program evaluations.
4. Promote family activities of an educational or cultural nature by providing community access to facilities, assisting with communications regarding these activities, and generally working to make the Learning Community Center a collaborative community partner.

#### **TARGET GEOGRAPHIC AREA**

Achievement Subcouncil 3, 4, and 6 as defined by the Learning Community (includes Millard, Papillion LaVista, Ralston, Westside school districts)

#### **TARGET AUDIENCE**

Children from birth through Grade 3 and their parents or guardians, who face challenges in the educational environment due to factors leading to gaps in opportunity

#### **METHODOLOGY**

Work with Learning Community administrators and school district superintendents to identify a Stakeholder Engagement Advisory Group to coordinate the overall needs assessment which will include some combination of quantitative data (e.g., existing school and/or community needs assessments, census and community demographic

information, stakeholder surveys) and qualitative data (e.g., interviews, focus groups, town hall meetings).

## **GUIDING QUESTIONS**

The overarching question to be addressed by the various stakeholders through this process is “***What do families need to better support their children’s learning and development?***”

- Which are the highest priorities and most compatible programs or resources to support families in reducing inequities which lead to gaps in opportunity?
- What are identified community assets, supports and potential partners related to these highest priorities?
- What are identified barriers related to addressing these highest priorities?
- Is there demonstrated community need for additional programs and/or supports for families with young children?
- What potential short-term outcomes and long-term impact may be realized through a third Learning Community Center?

## **TIMELINE**

To be initiated, pending Learning Community Coordinating Council approval, in May 2021; to be completed in December 2021

## **PROPOSED BUDGET**

\$38,748

## **PROJECT DESCRIPTION**

### **PURPOSE**

We have known for decades that people who participate in decision-making processes feel a higher degree of ownership and commitment to those decisions. We also know that where more people are involved in a joint process of common interest, the quality of output and participation are higher. High involvement in these processes by a variety of stakeholders tends to generate better outcomes and a greater sense of commitment. This project will utilize broad engagement strategies to increase participation in and commitment to the establishment of Learning Community programming in the mid-Omaha area.

The vision of the Learning Community of Douglas and Sarpy Counties is that all children within the Learning Community will achieve academic success without regard to social or economic circumstance. Together with school districts and community organizations as partners, the Learning Community demonstrates, shares, and implements more effective practices to measurably improve educational outcomes for children and families in poverty. In order to achieve lasting impact, the existing Learning Community



Centers focus on working together with families, including children from birth through age 8, in innovative and two-generation programs.

An overarching question to be addressed by the various stakeholders through this process is “***What do families need to better support their children’s learning and development?***”

## **APPROACH**

This stakeholder engagement project will be guided by some key principles of stakeholder engagement (1):

1. ***Communicate:*** Before aiming to engage stakeholders, it is crucial to seek to understand the people you will be working with and relying on throughout the various phases of any project. Sharing information with stakeholders is important, but it is equally important to first gather information from and about them.
2. ***Consult, early and often:*** In the early stages, the purpose, scope, risks, benefits, and approach of a project may be unclear to its stakeholders. Early and regular consultation is essential to ensure that requirements are understood, and solutions are negotiated in ways that are acceptable to a majority of stakeholders.
3. ***Remember, they’re (and we’re) only human:*** Accept that humans do not always behave in consistent or predictable ways. By seeking to understand the root causes of stakeholder behavior, better ways can be developed for working together to identify assets, understand potential barriers, and maintain productive relationships.
4. ***Relationships are key:*** Developing relationships results in increased trust. Where there is trust, people work together more easily and effectively. Investing effort in identifying and building stakeholder relationships can increase confidence across the project environment, minimize uncertainty, and speed problem-solving and decision-making.
5. ***Influence:*** Stakeholders are important influential resources and partners. They are potential sources of both risk and opportunity within the project and their experiences often create a ripple effect within and across stakeholder groups in the community.
6. ***Compromise and prioritize:*** An important step in stakeholder engagement, as part of a needs and priorities assessment, is to establish commonalities and connections across the stakeholders diverging expectations and priorities. The activities of this project are designed to assess the relative importance of all

*stakeholder input to establish a hierarchy of shared priorities to be weighed against the project requirements, resources, and partnerships.*

- 7. Understand what success would be:** *Project success means different things to different people. It is important to establish what the stakeholder community perceives success to be for them in the context of the project parameters and delivery.*
- 8. Take responsibility:** *Stakeholder engagement is not the job of one member of the project team. It is the responsibility of everyone to understand their role and to follow the agreed-upon approach to communication and engagement. Good project governance requires providing clarity about stakeholder engagement roles and responsibilities related to this process.*

## **PARTICIPANTS**

Key stakeholders to be involved in program priority identification and planning should be those having a vested interest in the success of the program. For this project, these are listed in the table below. Each has a unique perspective about what is needed and what it will take for the program(s) to succeed. Community stakeholder opinions and insights are especially valuable in the early stages of planning where they add insight to understanding the current needs and status of community, as well as to a vision of the organization and the program's future. Learning Community and school district employees know the strengths and weaknesses of their organizations and often understand what gets in the way of success and have first-hand knowledge of what it takes to deliver effective programs and services.

<b><i>Primary stakeholder groups</i></b>	<b><i>Additional stakeholders - to be identified based on primary stakeholder input</i></b>
<i>Learning Community Leaders</i>	<i>Community services and program providers</i>
<i>Superintendents</i>	<i>Community early care and education providers</i>
<i>Principals</i>	<i>Adult and higher education</i>
<i>Educators of children from birth through Grade 3</i>	<i>Business leaders and employers</i>
<i>Educators &amp; other professionals who work with families of children (prenatal through age 8)</i>	<i>Other stakeholders based on input from initial interviews, focus groups, etc.</i>
<i>Family members, parents, guardians of children from prenatal through age 8</i>	

Stakeholder engagement sessions may include individual interviews, small focus groups, and/or town hall meetings. It is anticipated that sessions will be held via a

combination of in-person and on-line meetings. Parent sessions will be offered in both English and Spanish. An electronic survey of some groups may be considered by the Stakeholder Engagement Advisory Group.

## PRELIMINARY WORK PLAN

*This table outlines an iterative process that will be reviewed and adjusted with input from LCCC, Learning Community administrators, superintendents, and the Stakeholder Engagement Advisory Group. \*The anticipated project start date and timeline will be adjusted based on the LCCC approval process.*

ACTION	PARTICIPANTS	*ANTICIPATED TIMELINE	
		START	END
Learning Community Coordinating Council review and act on needs assessment plan proposal	Learning Community Coordinating Council Members & Administration	May	May
District Leadership Initial Planning Meeting(s) A) Superintendents, LC Administrator(s), LCCC Chair, LCF Chair to review & revise plan as needed B) Superintendents appoint a district administrative advisory group representative  Add'l Individual and/or small group interviews, as needed	Participating District Superintendents: J. Sutfin, A. Rikli, M. Adler, M. Lucas Learning Community Administrator(s): B. Ekwerekwu, R. Franklin Learning Community Coordinating Council Chair: A. Hager Learning Community Foundation Executive Director: L. Chang	May	June
Stakeholder Engagement Advisory Group Meeting <ul style="list-style-type: none"> <li>• Purpose &amp; goals of the project</li> <li>• Identify primary stakeholder groups</li> <li>• Determine communication, invitation, &amp; recruitment strategies</li> <li>• Develop orientation information, key topics &amp; questions for stakeholder groups</li> <li>• Identify meeting locations, formats, and necessary resources</li> <li>• Identify &amp; gather</li> </ul>	District Administrator Contacts (1 representative per district) from Millard, Papillion LaVista, Ralston, Westside Parents of children from birth – Grade 3 (1 representative per district) Learning Community Admin: B. Ekwerekwu, R. Franklin Learning Community Coordinating Council Chair: A. Hager	June	June

<i>available demographics and/or resources</i> <i>This group will meet approximately monthly through the duration of the project.</i>			
Gather demographic information including poverty rates and number of children under age 8 in identified catchment area(s)	In collaboration with Renee Franklin, district administrators, and/or UNO	June	August
Identify & invite school personnel stakeholders to participate in focus group meetings	School administrators & staff: <ul style="list-style-type: none"> <li>• Elementary Principals</li> <li>• Early Childhood Directors</li> <li>• Educators of children from birth – Grade 3</li> <li>• Educators &amp; professionals working with families of children, birth – Grade 3</li> </ul>	June	June
Facilitate school personnel stakeholder focus groups, interviews and/or surveys	See above	June	August
Identify common themes from school personnel stakeholder focus groups		July	September
Stakeholder Engagement Advisory Group meeting <ul style="list-style-type: none"> <li>• <i>Demographics</i></li> <li>• <i>Initial school personnel stakeholder meetings (turn-out, input, follow-up)</i></li> <li>• <i>Family stakeholder meetings including communication, invitation, &amp; recruitment strategies</i></li> <li>• <i>Orientation information, key topics &amp; questions for family meetings</i></li> <li>• <i>Identify meeting locations, formats, and necessary resources</i></li> </ul>		July	July
Recruit & invite family stakeholders to participate in focus group meetings (Zoom, in-	Parents/guardians of children from birth – Grade 3 representing the target	July	August

person, language format)	demographics of each community		
Facilitate family stakeholder meetings	See above	August	September
Identify common themes from family stakeholder focus group meetings and summarize themes from all primary stakeholder groups		September	October
Stakeholder Engagement Advisory Group meeting <ul style="list-style-type: none"> <li>• Family meetings (turn-out, input, follow-up)</li> <li>• Primary stakeholder groups' themes, input, priorities, challenges, concerns</li> <li>• If any follow-up primary stakeholder meetings are needed</li> <li>• Additional stakeholder groups warranted based on primary stakeholder input</li> </ul>		August	August
Recruit & invite additional stakeholders for interviews and/or focus groups, if needed	As identified by the Stakeholder Engagement Advisory Group	September	October
Complete community search for assets and resources related to stakeholder priorities and potential barriers		September	October
Draft final report for review by Stakeholder Engagement Advisory Group		October	October
Stakeholder Engagement Advisory Group <ul style="list-style-type: none"> <li>• <i>Review draft of final report</i></li> <li>• <i>Determine a possible town hall meeting for cross-stakeholder review and input about the draft final report</i></li> </ul>		Late September	Early October
Town Hall Meeting(s) to review & solicit feedback regarding preliminary report	As determined by the Stakeholder Engagement Advisory Group	October	November
Stakeholder Engagement		November	December

Advisory Group <ul style="list-style-type: none"> <li>• <i>Final report review and revisions</i></li> </ul>			
Present final report to the Learning Community Coordinating Council	Learning Community Coordinating Council	December	December

## PROPOSED BUDGET

<b>WORK PLAN ACTIVITY</b> <i>(estimated # of meetings)</i>	<b>Budget Line Item</b>	<b>Estimated Cost</b>
<b>Stakeholder Advisory Group meetings</b> (approx. 7 mtgs)	Planning/preparation, communications, meeting facilitation	\$1050
<b>Stakeholder engagement meetings</b> (approx. 28 mtgs) <ul style="list-style-type: none"> <li>• Focus groups</li> <li>• Interviews</li> <li>• Town Halls</li> <li>• Planning</li> <li>• Reporting</li> </ul>	Planning/preparation, communications, meeting facilitation (meetings) LCCC – May/December (2) Superintendents/LC Exec (3) Principals (2) Teachers/Ed Professionals (4) Parents (4) Parents - Spanish (2) Community Partners (2) Community-wide Town Halls (initial input &/or review/edit/verify draft report) (2) Renee/Bradley (7)	\$11,600
<b>Stakeholder participation</b>	\$20 gift cards for teachers (32), parents (240)	\$5440
<b>Stakeholder survey(s)</b>	Survey development and administration (if utilized)	\$2000 (per survey)
<b>Document Translation</b>	Stakeholder communications, meeting materials, survey, data interpretation, final report summary	\$800
<b>Spanish-language parent engagement meetings</b>	Planning/preparation, communications, meeting facilitation	\$800
<b>Asset / barrier mapping</b>	Inventory of existing services related to stakeholder program priorities & identified barriers	\$2400
<b>Demographic data</b>	In collaboration with LC, districts and university partners, identify and gather relevant demographic information	\$800

<b>Analysis of stakeholder input and community mapping data</b>	Interim and final compilation and analysis of stakeholder input, mapping, and demographic data	\$3000
<b>Report writing</b>	Preliminary/interim and final reports	\$3000
<b>Overall project coordination</b>	General administration and coordination of the project	\$1400
<b>Contingency</b>	20%	\$6458
<b>Proposed total</b>		\$38,748

1. *Stakeholder engagement, 1<sup>st</sup> edition, RICS guidance note. London: Royal Institution of Chartered Surveyors (2014) [rics.org/guidance](http://rics.org/guidance)*

# LEARNING COMMUNITY OF DOUGLAS SARPY COUNTIES

May 20, 2021 Agenda Item 5 (b) i

## Treasurer's Report

March 2021

Filter Criteria includes: 1) Job ID: Multiple IDs; 2) Includes Drop Shipments. Report on

Check Number	Date	Name	Invoice/CM #	Line Description	Debit Amount	Credit Amount	Payment Status
032521_VISA	03/25/21	Security National Bank	February Statement	Credit Card on-line Payment	1425.57	1425.57	Paid In Full
	2/22/21	El Mero Mero Inc	March 2021	March 2021	5,365.00		
1346	2/22/21	El Mero Mero Inc	March 2021	El Mero Mero Inc		5,365.00	Paid In Full
	3/1/21	HELP Foundation of Omaha	2302 March 2021	Rent and utilities	12,515.44		
1347	3/1/21	HELP Foundation of Omaha	2302 March 2021	HELP Foundation of Omaha		12,515.44	Paid In Full
	2/24/21	Lund Company	1612- March 2021	Lease payment	52,212.61		
1348	2/24/21	Lund Company	1612- March 2021	Lund Company		52,212.61	Paid In Full
	3/16/21	Buffett Early Childhood Institute	03/2021 SupECPlan	March 2021 monthly program payment	18,666.66		
3730	3/16/21	Buffett Early Childhood Institute	03/2021 SupECPlan	Buffett Early Childhood Institute		18,666.66	Paid In Full
	3/16/21	UNMC	03/2021 ELC Eval	March 2021 Monthly ELC Eval Prog	36,134.92		
3731	3/16/21	UNMC	03/2021 ELC Eval	UNMC		36,134.92	Paid In Full
	3/1/21	Buffett Early Childhood Institute	03/2021 Supt Plan	March monthly program payment	110,507.08		
5039	3/1/21	Buffett Early Childhood Institute	03/2021 Supt Plan	Buffett Early Childhood Institute		110,507.08	Paid In Full
	2/15/21	Jensen Rogert Associates, Inc.	2021-03	March 2021	2,375.00		
5040	2/15/21	Jensen Rogert Associates, Inc.	2021-03	Jensen Rogert Associates, Inc.		2,375.00	Paid In Full
	3/1/21	One World Community Health Center 4102-IN		March Expenses South Omaha Center	132,616.67		
5041	3/1/21	One World Community Health Center 4102-IN		One World Community Health Centers, Inc		132,616.67	Paid In Full
	2/12/21	Porter Trustin Carlosn Co.	25453-IN	Legrand Projection Screen replacement & installed	4,867.00		
5042	2/12/21	Porter Trustin Carlosn Co.	25453-IN	Porter Trustin Carlosn Co.		4,867.00	Paid In Full
	2/22/21	Culligan of Omaha	996073	Water & Delivery (Admin Office)	15.00		
	2/22/21	Culligan of Omaha	996073	Water & Delivery (LCCNO)	26.00		
	2/28/21	Culligan of Omaha	997170	Cooler rent	12.00		
	2/28/21	Culligan of Omaha	997298	Equipment Cooler (LCCNO Class Rooms)	3.00		
5043	2/28/21	Culligan of Omaha	997298	Culligan of Omaha		56.00	Paid In Full
	2/15/21	The Daily Record	133491	Council Meeting Ad - 02/18/21	18.50		
5044	2/15/21	The Daily Record	133491	The Daily Record		18.50	Paid In Full
	2/15/21	Harry A. Koch Co.	173199	New Misc. Bond for Brian Thommes (Travelers Pol	1,361.00		
5045	2/15/21	Harry A. Koch Co.	173199	#107387582) 1/31/2021-2022 Harry A. Koch Co.		1,361.00	Paid In Full



# LEARNING COMMUNITY OF DOUGLAS SARP COUNTY

## Treasurer's Report

March 2021

Filter Criteria includes: 1) Job ID: Multiple IDs; 2) Includes Drop Shipments. Report or

Check Number	Date	Name	Invoice/CM #	Line Description	Debit Amount	Credit Amount	Payment Status
	2/12/21	Pay-LESS Office Products, Inc.	3244399-0	Various office & breakroom supplies	188.10		
	2/15/21	Pay-LESS Office Products, Inc.	3244399-1	Breakroom supplies	26.64		
5046	2/15/21	Pay-LESS Office Products, Inc.	3244399-1	Pay-LESS Office Products, Inc.		214.74	Paid In Full
	2/16/21	Sun Life Assurance Company of Can	January-March 2021	EE Life, AD&D, & LTD Insurance	345.34		
5047	2/16/21	Sun Life Assurance Company of Can	January-March 2021	Sun Life Assurance Company of Canada		345.34	Paid In Full
	2/22/21	Blue Cross Blue Shield of Nebraska	1194763	Admin Health/Dental (Bradley Ekwerekwu, Paula Erlwine, Sarah Videgla)	2,253.12		
	2/22/21	Blue Cross Blue Shield of Nebraska	1194763	ELC Health/Dental (Renee Franklin)	751.04		
	2/22/21	Blue Cross Blue Shield of Nebraska	1194763	LCCNO Health/Dental (Lucia Vaughan)	751.04		
5048	2/22/21	Blue Cross Blue Shield of Nebraska	1194763	Blue Cross Blue Shield of Nebraska		3,755.20	Paid In Full
	2/17/21	Control Yours	5751	Plus membership fee	175.00		
5049	2/17/21	Control Yours	5751	Control Yours		175.00	Paid In Full
	2/19/21	VSP Insurance Co.	811714516 March 2021	March 2021	75.39		
5050	2/19/21	VSP Insurance Co.	811714516 March 2021	VSP Insurance Co.		75.39	Paid In Full
	1/22/21	Carroll Communications	1677	December 2020 Comm/Plan/Strategy	5,180.25		
	2/27/21	Carroll Communications	1679	January Comm/Plan/Strategy	5,482.00		
5051	2/27/21	Carroll Communications	1679	Carroll Communications		10,662.25	Paid In Full
	2/28/21	Completely KIDS	022821FC	February Contract billing for Field Club Elementary	3,427.00		
5052	2/28/21	Completely KIDS	022821FC	Completely KIDS		3,427.00	Paid In Full
	3/11/21	HELP Foundation of Omaha	Mar 2021 A/P 2302	Rent and utilities	2,367.80		
5053	3/11/21	HELP Foundation of Omaha	Mar 2021 A/P 2302	HELP Foundation of Omaha		2,367.80	Paid In Full
	3/8/21	Koley Jessen	400617	General	2,276.20		
5054	3/8/21	Koley Jessen	400617	Koley Jessen		2,276.20	Paid In Full
	2/26/21	Nebraska Association of School Boar	46211	Assoc Dues 04/01/21 to 03/31/22	3,300.00		
5055	2/26/21	Nebraska Association of School Boar	46211	Nebraska Association of School Boards		3,300.00	Paid In Full
	2/28/21	Nebraska Early Childhood Collaborati	02282021	Childcare Director Training Prog - Jan 2021	2,577.78		
	2/28/21	Nebraska Early Childhood Collaborati	02282021	Childcare Director Training Prog - Feb 2021	2,577.78		
5056	2/28/21	Nebraska Early Childhood Collaborati	02282021	Nebraska Early Childhood Collaborative		5,155.56	Paid In Full
	2/28/21	Seim Johnson LLP	CL 06438.00 022821	Acctg Assistance - L Determan	9,760.00		
	2/28/21	Seim Johnson LLP	CL 06438.00 022821	Audit Consulting Assistance - D Osten	268.00		
5057	2/28/21	Seim Johnson LLP	CL 06438.00 022821	Seim Johnson LLP		10,028.00	Paid In Full

# LEARNING COMMUNITY OF DOUGLAS SARPY COUNTIES

## Treasurer's Report

March 2021

Filter Criteria includes: 1) Job ID: Multiple IDs; 2) Includes Drop Shipments. Report or

Check Number	Date	Name	Invoice/CM #	Line Description	Debit Amount	Credit Amount	Payment Status
	3/1/21	Accident Fund	WCV 6089368 08 02	Initial Installment	342.00		
5058	3/1/21	Accident Fund	WCV 6089368 08 02	Accident Fund		342.00	Paid In Full

# LEARNING COMMUNITY OF DOUGLAS SARPY COUNTIES

## Treasurer's Report

March 2021

Filter Criteria includes: 1) Job ID: Multiple IDs; 2) Includes Drop Shipments. Report or

Check Number	Date	Name	Invoice/CM #	Line Description	Debit Amount	Credit Amount	Payment Status
5059	3/4/21	AxisPlus Benefits	5941	Feb 2021 FSA Participant Fee	24.00		
	3/4/21	AxisPlus Benefits	5941	AxisPlus Benefits		24.00	Paid In Full
5060	3/1/21	Clarity Benefit Solutions	0301214474	February 2021 Admin Mo Fee; MED & DCA	43.00		
	3/1/21	Clarity Benefit Solutions	0301214474	Clarity Benefit Solutions		43.00	Paid In Full
5061	2/18/21	Engineered Controls	170662	02/08/21 Service Call	181.00		
	2/18/21	Engineered Controls	170662	Engineered Controls		181.00	Paid In Full
5062	2/1/21	InfiNet Solutions, Inc.	58154ISI	Monthly Managed Services - February	1,846.50		
	2/1/21	InfiNet Solutions, Inc.	58154ISI	InfiNet Solutions, Inc.		1,846.50	Paid In Full
5063	3/8/21	Koley Jessen	400618	ELC Contract	152.50		
	3/8/21	Koley Jessen	400619	Monthly Community Council Meetings	345.00		
	3/8/21	Koley Jessen	400619	Koley Jessen		497.50	Paid In Full
	2/28/21	Konica Minolta Business Solutions U	271610476	Monthly Maintenance for PARENT UNIVERSITY - February 2021	80.51		
5064	2/28/21	Konica Minolta Business Solutions U	271610625	Monthly Maintenance for ADMIN AREA - February 2021	58.71		
	2/28/21	Konica Minolta Business Solutions U	271610625	Konica Minolta Business Solutions USA I		139.22	Paid In Full
5065	3/9/21	Lion's Gate Security Solutions	LC030921	02/18/2021 Council Meeting	90.00		
	3/9/21	Lion's Gate Security Solutions	LC030921	Lion's Gate Security Solutions		90.00	Paid In Full
5066	3/9/21	Nonprofit Association of the Midlands	LC030921	Annual Budget	900.00		
	3/9/21	Nonprofit Association of the Midlands	LC030921	Lion's Gate Security Solutions		900.00	Paid In Full
5067	3/3/21	Pay-LESS Office Products, Inc.	3248415-0	Staple - Admin	21.66		
	3/3/21	Pay-LESS Office Products, Inc.	3248415-0	Water, Nestle, Purelife (8) - Parent U	17.85		
	3/3/21	Pay-LESS Office Products, Inc.	3248415-1	Staples	9.55		
	3/3/21	Pay-LESS Office Products, Inc.	3248415-0	Pay-LESS Office Products, Inc.		49.06	Paid In Full
5068	3/17/21	Control Yours	5775	Plus membership fee	175.00		
	3/17/21	Control Yours	5775	Control Yours		175.00	Paid In Full
5069	3/1/21	InfiNet Solutions, Inc.	58346ISI	Monthly Managed Services - March	1,846.50		
	3/1/21	InfiNet Solutions, Inc.	58346ISI	InfiNet Solutions, Inc.		1,846.50	Paid In Full
5070	3/4/21	Project Harmony	03042021	Parent Univerity Program February 2021	70,124.27		
	3/4/21	Project Harmony	03042021	Project Harmony		70,124.27	Paid In Full
					<b>494,736.41</b>	<b>494,736.41</b>	

# LEARNING COMMUNITY OF DOUGLAS SARPY COUNTIES

## Credit Card Report

March 2021

Filter Criteria includes: 1) Check Numbers from cc to Z. Report order is by Date.

Date	Reference No.	Payee	Amount	Description
3/1/21	CC032021_V03	1&1 Ionos	8.71	PU Monthly Fee
3/4/21	CC032021_P01	Sprint Corporation	231.22	PU Cell Phone
3/4/21	CC032021_V01	Zoom Video Communicæ	199.90	Monthly Fee
3/9/21	CC032021_V02	Amazon.com	102.96	Center Needs
3/9/21	CC032021_V05	Amazon.com	486.77	Libriary Toner
3/9/21	CC032021_V06	University of Nebrasaka	160.00	UNO Webinar
3/25/21	CC032021_V04	Stamps.com	17.99	Postage Fee
Total			<u>1,207.55</u>	

## LEARNING COMMUNITY OF DOUGLAS SARPY COUNTIES

## Treasurer's Report

For the Period Ended Apr 30, 2021

Filter Criteria includes: 1) Job ID: April 2021; 2) Includes Drop Shipments. Report orde

	Date	Name	Invoice/CM #	Line Description	Debit Amount	Credit Amount	Payment Status
1352	3/23/21	El Mero Mero Inc	April 2021	April 2021	5,365.00		
	4/19/21	El Mero Mero Inc				5,365.00	Paid In Full
1350	4/1/21	HELP Foundation of Omaha	2302 April 2021	Rent and utilities	12,367.80		
	4/6/21	HELP Foundation of Omaha				12,367.80	Paid In Full
1351	3/24/21	Lund Company	1612-April 2021	Lease payment	52,212.61		
	4/6/21	Lund Company				52,212.61	Paid In Full
3732	4/1/21	Buffett Early Childhood Institute	4/2021 SupECPlan	April 2021 Supt Plan Eval	18,666.66		
	4/20/21	Buffett Early Childhood Institute				18,666.66	Paid In Full
3733	4/15/21	UNMC	04/2021 ELC Eval	April 2021 Monthly ELC Eval Prog	36,134.92		
	4/20/21	UNMC				36,134.92	Paid In Full
5113	4/9/21	AxisPlus Benefits	6008	Mar 2021 FSA Participant Fee	24.00		
	4/22/21	AxisPlus Benefits		Discrimination Testing	100.00	124.00	Paid In Full
5071	3/31/21	Bellevue Public Schools	Supt. Plan 033121	Supt. Plan reimbursement -Third Installment (Feb-Mar2021)	38,311.00		
	4/6/21	Bellevue Public Schools				38,311.00	Paid In Full
5072	3/1/21	Blue Cross Blue Shield of Nebraska	1279043 April 2021	Admin Health/Dental (Bradley Ekwerekwu, Paula Erlwine, Sarah Videgla)	2,253.12		
	4/6/21	Blue Cross Blue Shield of Nebraska		ELC Health/Dental (Renee Franklin)	751.04		
				LCCNO Health/Dental (Lucia Vaughan)	751.04	3,755.20	Paid In Full
5093	4/1/21	Buffett Early Childhood Institute	4/2021 Supt Plan	April monthly program payment	110,507.08		
	4/20/21	Buffett Early Childhood Institute				110,507.08	Paid In Full
5073	3/17/21	City of Omaha	200109	Librarian (Debra Paris) Feb 2021 PR/Benefits Part-Time Status	2,929.83		
	4/6/21	City of Omaha				2,929.83	Paid In Full
5080	3/12/21	City of Omaha False Alarm	947646	False Alarm-3/2/2021	100.00		
	3/28/21	City of Omaha False Alarm	951420	False Alarm-Delinquent Fee	25.00		
5080	3/31/21	City of Omaha False Alarm	940092	False Alarm-2/9/2021	100.00		
	4/6/21	City of Omaha False Alarm				225.00	Paid In Full
5081	3/22/21	Colonial Life	3884152-0401951	Short Term Dis	311.65		
				Short Term Dis	63.70		
5081	4/6/21	Colonial Life		short tem dis	138.00	513.35	Paid In Full

# LEARNING COMMUNITY OF DOUGLAS SARPY COUNTIES

## Treasurer's Report

For the Period Ended Apr 30, 2021

Filter Criteria includes: 1) Job ID: April 2021; 2) Includes Drop Shipments. Report orde

	Date	Name	Invoice/CM #	Line Description	Debit Amount	Credit Amount	Payment Status
5098	4/1/21 4/20/21	Clarity Benefit Solutions Clarity Benefit Solutions	0401214474	March 2021 Admin Mo Fee; MED & DCA	43.00	43.00	Paid In Full
5094	3/31/21 4/20/21	Completely KIDS Completely KIDS	033121FC	March Contract billing for Field Club Elementary	4,682.00	4,682.00	Paid In Full
5099	4/17/21 4/20/21	Control Yours Control Yours	5809	Plus membership fee	175.00	175.00	Paid In Full
5082	1/31/21 3/22/21 3/22/21 3/31/21 3/31/21 4/6/21	Culligan of Omaha Culligan of Omaha Culligan of Omaha Culligan of Omaha Culligan of Omaha Culligan of Omaha	995167 998252 998258 999551 999683	Equipment Cooler (LCCNO Class Rooms) Water & Delivery (Admin Office) Water & Delivery (LCCNO) Cooler rent Equipment Cooler (LCCNO Class Rooms)	3.00 9.00 43.25 12.50 3.50	71.25	Paid In Full
5083	3/15/21 3/16/21 4/6/21	The Daily Record The Daily Record The Daily Record	134109 134140	Achievement Subcouncil #6 mtg notice - 03/17/21 Coordinating Council mtg notice - 03/18/21	17.30 17.90	35.20	Paid In Full
5100	3/30/21 4/15/21 4/20/21	The Daily Record The Daily Record The Daily Record	134447 134809	Achievement Subcouncil #4 mtg notice - 04/2/21 Coordinating Council mtg notice - 04/15/21	18.50 17.30	35.80	Paid In Full
5095	4/13/21 4/20/21	Douglas County West School District Douglas County West School District Douglas County West School District	Febr & March 2021	Sup EC Prgm FEB Sup EC Prgm MAR	9,754.85 9,906.75	19,661.60	Paid In Full
5101	3/26/21 4/20/21	Electronic Contracting Company Electronic Contracting Company	11639	Projector screen issue in Community Room	612.19	612.19	Paid In Full
5084	4/1/21 4/6/21	InfiNet Solutions, Inc. InfiNet Solutions, Inc.	58623ISI	Monthly Managed Services - April	1,846.50	1,846.50	Paid In Full
5074	3/15/21 4/6/21	Jensen Rogert Associates, Inc. Jensen Rogert Associates, Inc.	2021-04	April 2021	2,375.00	2,375.00	Paid In Full
5096	4/15/21 4/20/21	Jensen Rogert Associates, Inc. Jensen Rogert Associates, Inc.	2021-05	May 2021	2,375.00	2,375.00	Paid In Full

# LEARNING COMMUNITY OF DOUGLAS SARPY COUNTIES

## Treasurer's Report

For the Period Ended Apr 30, 2021

Filter Criteria includes: 1) Job ID: April 2021; 2) Includes Drop Shipments. Report orde

	Date	Name	Invoice/CM #	Line Description	Debit Amount	Credit Amount	Payment Status
	3/25/21	Harry A. Koch Co.	174355	Renewal Professional Liability	30,945.00		
				Surplus Lines	935.70		
				Policy Fee - Prof. Liability	495.00		
	4/2/21	Harry A. Koch Co.	174645	Cyber Liability Insurance	5,047.00		
5075	4/6/21	Harry A. Koch Co.				37,422.70	Paid In Full
	4/8/21	Koley Jessen	403103	South Omaha ELC	540.00		
	4/8/21	Koley Jessen	403104	Audit Letters	473.00		
	4/8/21	Koley Jessen	404975	General	1,831.40		
	4/8/21	Koley Jessen	404976	Personnel Matters	1,050.00		
	4/8/21	Koley Jessen	404977	LC Policies & Procedures	555.00		
	4/8/21	Koley Jessen	404978	Monthly Community Council Meetings	1,692.00		
	4/8/21	Koley Jessen	404979	Open Meetings Act Matters	37.50		
5097	4/20/21	Koley Jessen				6,178.90	Paid In Full
	4/30/21	Konica Minolta Business Solutions USA I	272246699	Monthly Maintenance for PARENT UNIVERSITY - MARCH 2021	48.26		
	4/30/21	Konica Minolta Business Solutions USA I	272246701	Monthly Maintenance for ADMIN AREA - MARCH 2021	58.09		
5102	4/20/21	Konica Minolta Business Solutions USA I				106.35	Paid In Full
	3/1/21	Konica Minolta Premier Finance	71617017	Admin Lease payment	194.48		
				PU lease payment	200.34		
5103	4/20/21	Konica Minolta Premier Finance				394.82	Paid In Full
	3/29/21	Konica Minolta Premier Finance	71975702	Admin Lease payment	194.48		
				PU lease payment	200.34		
5114	4/22/21	Konica Minolta Premier Finance				394.82	Paid In Full
	4/1/21	Lion's Gate Security Solutions	LCC040521	03/18/2021 Council Meeting	99.00		
5104	4/20/21	Lion's Gate Security Solutions				99.00	Paid In Full
	4/7/21	Lund Company	2020 OPER EXP RECON	2020 Operating Expense Recon	1,113.90		
5105	4/20/21	Lund Company				1,113.90	Paid In Full
	12/8/20	Nanonation, Inc.	23983	Annual Support & Hosting Services	400.00		
5085	4/6/21	Nanonation, Inc.				400.00	Paid In Full
	3/29/21	Nebraska Association of School Boards	46242	Board Leadership/Retreat	1,000.00		
				Mileage Exp: 124 mi @ .56	69.44		
				Food & Travel Expnese	9.67		
5106	4/20/21	Nebraska Association of School Boards				1,079.11	Paid In Full
	3/31/21	Nebraska Early Childhood Collaborative	03312021	Childcare Director Training Prog - MAR 2021	0		
		Nebraska Early Childhood Collaborative		Zero Bal Invoice-No Activity		-	Paid In Full

# LEARNING COMMUNITY OF DOUGLAS SARPY COUNTIES

## Treasurer's Report

For the Period Ended Apr 30, 2021

Filter Criteria includes: 1) Job ID: April 2021; 2) Includes Drop Shipments. Report orde

	Date	Name	Invoice/CM #	Line Description	Debit Amount	Credit Amount	Payment Status
5076	4/1/21	One World Community Health Centers, Inc	0004130-IN	April Expenses South Omaha Center	132,616.67		
	4/6/21	One World Community Health Centers, Inc				132,616.67	Paid In Full
5086	3/25/21	Pay-LESS Office Products, Inc.	3253920-0	Binder clips/paper/service ware	40.12		
	4/2/21	Pay-LESS Office Products, Inc.	3253920-1	Binder clips (fill back order)	2.35		
	4/2/21	Pay-LESS Office Products, Inc.	3255852-0	Supplies-Paper	40.81		
	4/6/21	Pay-LESS Office Products, Inc.				83.28	Paid In Full
5107	4/12/21	Pay-LESS Office Products, Inc.	3257568-0	Break room supplies/paper/service ware	202.96		
	4/19/21	Pay-LESS Office Products, Inc.	3257568-1	Paper Plates	39.58		
	4/20/21	Pay-LESS Office Products, Inc.				242.54	Paid In Full
5077	3/26/21	Philadelphia Insurance Companies	2003122395	Non profit package	24,535.00		
				Non profit Umbrella (25% down & 9 mo. installments)	1,364.75		
	4/6/21	Philadelphia Insurance Companies				25,899.75	Paid In Full
5115	4/30/21	Principal Financial Retirement	April2021Contributio	4/15/2021 Payroll	2,891.75		
				4/30/2021 Payroll	132.30		
	4/30/21	Principal Financial Retirement				3,024.05	Paid In Full
5111	3/24/21	Project Harmony	FUND03242021	LEARNING COMMUNITY FOUNDATION (FORMULA, NESTLE DRINK, DIAPERS, PULL-UPS, WIPES) TO BE REIMBURSED	3,187.10		
	4/21/21	Project Harmony				3,187.10	Paid In Full
5112	4/2/21	Project Harmony	04022021	Parent Univerity Program March 2021	60,784.60		
	4/21/21	Project Harmony				60,784.60	Paid In Full
5108	4/5/21	Regal Printing	74417	PU Brochure (1500)	745.00		
	4/20/21	Regal Printing				745.00	Paid In Full
5110	11/18/20	Regal Awards & Advertising Specialties	168940	DUAL LAYER PLAQUE W/STANOFF SILVER HARDWARE (Awards for Council members - The Spirit of Community Awards)	297.80		
				COMPOSITION	20.00		
	4/21/21	Regal Awards & Advertising Specialties				317.80	Paid In Full
5078	3/22/21	Seim Johnson LLP	CL06438.00 032221	Acctg Assistance - L Determan	8,160.00		
				Audit Consulting Assistance - D Osten & L Determan	1,531.00		
				Interview Candidate Assistance - D Osten & T Eitzmann	3,181.00		
				Less Discount for investement in relationship		770.00	Discount
	4/6/21	Seim Johnson LLP				12,102.00	Paid In Full
5087	3/19/21	Sun Life Assurance Company of Canada	April 2021	EE Life, AD&D, & LTD Insurance	74.41		
	4/6/21	Sun Life Assurance Company of Canada				74.41	Paid In Full
	4/6/21	Travelers CL Remittance Center	04062021	Liability coverage	1,175.00		



# LEARNING COMMUNITY OF DOUGLAS SARPY COUNTIES

## Treasurer's Report

For the Period Ended Apr 30, 2021

Filter Criteria includes: 1) Job ID: April 2021; 2) Includes Drop Shipments. Report orde

	Date	Name	Invoice/CM #	Line Description	Debit Amount	Credit Amount	Payment Status
5109	4/20/21	Travelers CL Remittance Center				1,175.00	Paid In Full
	3/19/21	VSP Insurance Co.	811936224	April 2021	37.68		
5088	4/6/21	VSP Insurance Co.				37.68	Paid In Full
	3/25/21	Westside Community Conference Center	Pilot Prog FY21	Expenses for FY21 Pilot Program contract	46,862.00		
	3/25/21	Westside Community Conference Center	Sup Plan FY21-Feb	Sup Plan FY21 contract through Feb 21	70,438.29		
5079		Westside Community Conference Center				117,300.29	Paid In Full
042621-VISA	4/26/21	Security National Bank	March Statement	Credit Card online Pmt	1,207.55	1,207.55	Paid In Full
					<u>719,782.31</u>	<u>719,782.31</u>	

# LEARNING COMMUNITY OF DOUGLAS SARPY COUNTIES

## Credit Card Report

April 30, 2021

Date	Reference	Trans Description	Debit Amt	Credit Amt	Balance
4/1/21		Beginning Balance			-1,207.55
4/2/21	CCApril2021-V01	Sprint Corporation		237.22	
4/8/21	CCApril2021-V02	Stamps.com		100.00	
4/9/21	CCApril2021-V03	Network Solutions, LLC		128.97	
4/9/21	CCApril2021-V04	Greater Omaha Refrigeration		309.64	
4/17/21	CCApril2021-V05	Zoom Video Communication, Inc.		199.90	
4/22/21	CCApril2021-V06	Amazon.com		100.91	
4/23/21	CCApril2021-V07	Amazon.com		18.68	
4/24/21	CCApril2021-V08	Stamps.com		17.99	
4/26/21	042621CC	Security National Bank - Credit Card Payable - SNB	1,207.55		
4/28/21	CCApril2021-V09	1&1 Ionos		8.71	
		Current Period Change	1,207.55	1,122.02	85.53
<b>4/30/21</b>		<b>Ending Balance</b>			<b>-1,122.02</b>



## LEARNING COMMUNITY OF DOUGLAS AND SARPY COUNTIES

## 2021-2022 DISTRICT INITIATIVES SUMMARY SHEET

SUBCOUNCIL 1				
District / Organization Name	Participating Schools	Type of Program	Program Year	Contract Amount for 2020-22
OPS	Boyd, Prairie Wind, Sunny Slope, Joslyn, Springville, Saddlebrook	Instructional Coaching	2020-22	\$203,990.00
Total Cost:				\$203,990.00
SUBCOUNCIL 3				
District / Organization Name	Participating Schools	Type of Program	Program Year	Contract Amount for 2020/21-22
Completely KIDS	Field Club	Extended Learning / School Year	2021-22	\$40,800.00
OPS	Western Hills, Beals, Jefferson, Edison, Washington	Instructional Coaching	2020-22	\$154,646.00
Ralston Public Schools	Mockingbird, Blumfield, Karen Western, Wildewood, Seymour, Meadows	Instructional Coaching	2020-22	\$63,697.27
Westside Community Schools	Westbrook, Westgate, Hillside	Instructional Coaching	2020-22	\$46,862.56
Total Cost:				\$306,005.83
SUBCOUNCIL 5				
District / Organization Name	Participating Schools	Type of Program	Program Year	Contract Amount for 2020-22
Bellevue Public Schools	Avery, Betz, Belleaire, Bertha Barber, Birchcrest, Central, Twin Ridge	Instructional Coaching	2020-22	\$309,000.00
Total Cost:				\$309,000.00
SUBCOUNCIL 6				
District / Organization Name	Participating Schools	Type of Program	Program Year	Contract Amount for 2021-22
DC West Community Schools	DC West	Extended Learning / Summer	2021-22	\$7,862.88

Elkhorn Public Schools	Arbor View, Blue Sage, Fire Ridge, Hillrise, Manchester, Sagewood, Skyline, Spring Ridge, West Bay, West Dodge Station, Westridge	Extended Learning / Summer	2021-22	\$35,701.54
Papillion-La Vista School District	Carriage Hill, G. Stanley Hall, Golden Hills, La Vista West, Parkview Heights	Jumpstart to Kindergarten	2021-22	\$79,415.12
Springfield Platteview Community Schools	Springfield, Westmont	Extended Learning / School Year	2021-22	\$4,950.00
<b>Total Cost:</b>				<b>\$127,929.54</b>
<b>TOTAL COST OF ALL PROGRAMS:</b>				<b>\$946,925.37</b>

## SUMMARY OF TERMS

This document provides a summary of the terms of the proposed **ELEMENTARY LEARNING CENTER PROGRAMMING AGREEMENT** (the “Agreement”) by and between the **LEARNING COMMUNITY OF DOUGLAS AND SARPY COUNTIES** (the “Learning Community”) and, separately, each of the districts listed below (each a “District”).

This document is not a binding agreement and is intended to provide only a summary of the proposed terms of the Agreement. Any inconsistency between this Term Sheet and the Agreement shall be resolved pursuant to the Agreement.

<b>Parties:</b>	The Learning Community of Douglas and Sarpy Counties <ul style="list-style-type: none"> <li>- Douglas County West Community Schools</li> <li>- Elkhorn Public Schools</li> <li>- Papillion-La Vista School District</li> <li>- Springfield Platteview Community Schools</li> </ul>	
<b>Performance Period:</b>	Programs vary between three (3) weeks and one (1) year between the dates of August 2021 through August 2022 (the “Program Term”).	
<b>Program Types:</b>	Papillion-La Vista School District	Jumpstart to Kindergarten: Programs to provide incoming Kindergarten students, and first through third grade students who participated in Jumpstart to Kindergarten, with instructional experiences that include developing academic and social skills to assist in successful transition into school
	Douglas County West Community Schools Elkhorn Public Schools	Extended Learning / Summer: Programs to provide continued learning and supplemental instruction throughout the summer months
	Springfield Platteview Community Schools	Extended Learning / School Year: Math intervention program that provides individual and group instruction during regular math block and before or after school throughout the year
<b>Reporting:</b>	<ul style="list-style-type: none"> <li>- Within 60 days of termination of the Program or expiration of the Program Term, District shall provide a report to Munroe-Meyer Institute which includes (1) data specified in the Program; and (2) data mutually agreed upon by District, Learning Community and Munroe-Meyer Institute.</li> <li>- Within 60 days of Program completion, District shall submit a written final report to Learning Community that includes Program activities and accomplishments and accounting of expenditures from</li> </ul>	

	Learning Community funds.
<b>Obligations of District:</b>	<ul style="list-style-type: none"> <li>- District is responsible for administering the Program according to the Agreement, maintaining documentation of all actions and expenditures, and submitting an executed Statement of Assurances.</li> <li>- A designated representative of the Learning Community shall be permitted to conduct pre-arranged site visit(s).</li> <li>- Funds provided by the Learning Community shall be accounted for separately in the financial books and records of District. District shall keep all financial records related to the Program for 4 years following the year the Program Term ends. District shall make these records available for review and audit by the Learning Community.</li> <li>- District shall assure that all employees have the required state and professional licenses and credentials in conjunction with the Program and that all contracted service providers have a license to operate in Nebraska.</li> <li>- For all individuals involved with the Program, District shall conduct a criminal background check, a national sex offender registry check and a Nebraska Sex Offender Registry check.</li> <li>- District shall, and ensure that all contracted service providers, maintain Commercial General Liability insurance, Sexual Abuse &amp; Molestation coverage, Professional or Educator's Legal Liability insurance, Automobile Liability insurance, Workers' Compensation and Umbrella/Excess Liability insurance and shall provide evidence of such coverage.</li> <li>- District shall allow Learning Community to review and approve the text of any publicity or external communication concerning the Program.</li> </ul>
<b>Early Termination:</b>	Either party may terminate the Agreement upon sixty (60) days notice to the other party. If District is in breach of the Agreement, Learning Community may immediately terminate the Agreement.

## SUMMARY OF TERMS

This document provides a summary of the terms of the proposed **SERVICE PROVIDER AGREEMENT** (the “Agreement”) by and between the **LEARNING COMMUNITY OF DOUGLAS AND SARPY COUNTIES** (the “Learning Community”) and **COMPLETELY KIDS** (“Provider”).

This document is not a binding agreement and is intended to provide only a summary of the proposed terms of the Agreement. Any inconsistency between this Term Sheet and the Agreement shall be resolved pursuant to the Agreement.

<b>Parties:</b>	The Learning Community of Douglas and Sarpy Counties Completely KIDS
<b>Performance Period:</b>	August 1, 2021 – May 31, 2022 (the “Program Term”)
<b>Program Type:</b>	Extended Learning / School Year: CK Field Club (the “Program”) will provide out-of-school programming at Field Club Elementary for 60 students (before school) and 125 students (after school) in Kindergarten through 5 <sup>th</sup> grade in a structured literacy, math, science, and enrichment-focused programming.
<b>Reporting:</b>	<p>Within 30 days of termination of the Program or expiration of the Program Term:</p> <ul style="list-style-type: none"><li>- Provider shall provide a report to Munroe-Meyer Institute which includes (1) the school building attended during the immediately prior school year, grade, ethnicity, gender and English language learner status of each Program participant during the Program Term; and (2) that data specified in the Program.</li><li>- Provider shall submit a written final report to Learning Community that includes Program activities, goals of the Program and accounting of expenditures from Learning Community funds.</li></ul> <p>The Learning Community may request written interim reports that provide a description of Program objectives and accomplishments, a certification of compliance of the terms and conditions of the Agreement, and accounting of all expenditures from Learning Community funds.</p>
<b>Obligations of Provider:</b>	<ul style="list-style-type: none"><li>- Provider shall provide the Learning Community a letter of support or a copy of a contract with any third party if the Program included the use of facilities, staff, programs or resources of any third party.</li><li>- A designated representative of the Learning Community shall be permitted to conduct pre-arranged site visit(s).</li><li>- Funds provided by the Learning Community shall be accounted</li></ul>

	<p>for separately in the financial books and records of Provider. Provider shall keep all financial records related to the Program for 4 years following the year the Program Term ends. Provider shall make these records available for review and audit by the Learning Community.</p> <ul style="list-style-type: none"> <li>- The Learning Community and Provider shall each allow the other to review and approve the text of any publicity or external communication concerning the Program.</li> <li>- If requested by the Learning Community, Provider shall provide pertinent information relating to the results, findings or methods developed during the Program.</li> <li>- Provider shall provide a non-exclusive, irrevocable and royalty-free license regarding any works created or used during the course of the Program.</li> <li>- Provider shall maintain all required governmental and professional licenses and credentials in conjunction with the Program.</li> <li>- Provider represents and warrants that all employees and officers working with the Program have undergone exhaustive background checks.</li> <li>- On an annual basis, and whenever amended, Provider shall provide the Learning Community a copy of policies and procedures directed at the prevention of unrestricted access by individuals not directly involved with the Program.</li> <li>- Provider shall provide written notice to Learning Community within five (5) days of significant changes or events that could impact the Program.</li> </ul>
<b>Early Termination:</b>	<p>Either party may terminate the Agreement upon sixty (60) days notice to the other party. If one party is in violation or breach of the Agreement and is not cured within thirty (30) days after receipt of written notice, then termination shall be effective upon written notice of termination to the other party in violation or breach.</p>