



HR Newsbrief: January 2015 Edition

W2's

Thank you all for your patience regarding access to the electronic W2s. You can now go into the Payroll and Financial Center and print your W2. Below you will find a few key elements/tips that might help you in your efforts.

Main Website Link: www.link.nebraska.gov
Instructions: [Click Here](#)
Center: [Payroll and Financial Center](#)
Forgot Your Password? Initiate a new password request via [Forgot your Password Link](#)
Under the Payroll and Financial Tab

Tips:

- Be sure you are in either Internet Explorer or Safari browser and not in Firefox.
- Once you have submitted the Print request, it sends the request into the que for processing. With everyone accessing the system, you may see "WAIT" in the processing line. It may take a bit, but it'll flip over to "DONE" and then you can proceed.
- You will also receive an email in your state email account when the process is completed. This allows employees to submit the request and then logout and go back in when the W2 is ready.

Hardcopies are being placed in the mail for those employees who did not elect the electronic option.

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Space Heater Policy

Just a friendly reminder, the Department of Administrative Services, State Building Division has a policy regarding the use of [Space Heaters](#) in state-owned buildings. If your specific unit does not meet their criteria, it should be removed for safety purposes.

Ensure that the space heater itself is on the floor, clear of debris/supplies/paper, and is shut off and unplugged nightly. It should NOT be sitting on top of paper boxes, surrounded by paper, and left on a timer or plugged in.

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Retirement

A new edition of "[Retirement News](#)" for State and County plan members is now available on the NPERS website. There is an interesting article on rollovers. Take a look.

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Wellness WebPage

A [Wellness webpage](#) has been added to the DAS website. On this page, you can find information that was previously housed on the old [wellNEssoptions](#) platform, along with some new additions. Currently, only those enrolled in a State health plan have access to the [wellNEssoptions](#) website.

Some highlights of the new webpage include:

- Wellness Wall of Fame Testimonials
- Community Wellness Events Calendar
- Recognition Photos

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Additional Training Opportunities

The Department of Administrative Services recently published a [list of classes](#) for some of the Microsoft products (e.g. Access, Excel, and Word). If you are interested in signing up for these classes, please log into the [Employee Development Center](#).

Employees are encouraged to participate in EAP sponsored [complimentary and confidential webinars](#). Each month, [www.deeroaks.com](#) features a health and wellness theme; articles, tips, and interactive skills builders related to that theme will be featured on our home page. In addition, each month, one of our providers will host an hour-long webinar related to our theme, with tips, education, and new perspectives to help you achieve a greater sense of a work/life balance. To register in advance, please visit [www.deeroaks.com](#) (username and password: SON), and click on the "webinars" section.

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Administrative Memorandum "800 Series" Refresher

TO: All NDE Employees:

The Nebraska Legislature has convened and bill hearings are underway. As a reminder, [NDE Administrative Memorandum 801](#) addresses in part how NDE staff should handle information related to state and federal legislation. The State Board of Education considered its position on Legislative Bills at a legislative retreat on [January 28, 2015](#).

Please be mindful about NDE's current position on any bills when you are discussing legislation with Senators, staff of Senators, and other individuals or groups.

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New Faces: Employees and Board Members

Since October, quite a few new employees have joined the Nebraska Department of Education.

Welcome to NDE !



Sara Cooper
Curriculum, Instruction &
Innovation
Education Specialist III
Started 10/01/20



Kunal Dash
Data, Research, Evaluation
& IT
Program Specialist III
Started 10/06/2014



Stephen Swafford
Network Technology Srv
IT Infrastructure Support
Analyst
Started 10/06/2014



Deirdre Smith
Human Resources
Administrative Specialist II
Started 10/15/2014



Tresa Christensen
Vocational Rehabilitation Svc
Office Associate III
Started 10/20/2014



Elise Lima
Vocational Rehabilitation Svc
VR Service Specialist
Started 10/20/2014



Jessica Nickels
Vocational Rehabilitation Svc
VR Service Specialist
Started 10/20/2014



Aimee Navas
Vocational Rehabilitation Svc
VR Service Specialist
Started 11/03/2014



Rex Reason
Vocational Rehabilitation Svc
VR Service Specialist
Started 11/03/2014



Whitney Antons
Curriculum, Instruction &
Innovation
Started 11/10/2014



Laura Keck
Vocational Rehabilitation Svc
VR Service Specialist
Started 11/10/2014



Marla Kurtenbach
Fed Prog & Nutri Svc
Program Specialist III
Started 11/10/2014



Cristina Winings
Vocational Rehabilitation Svc
VR Service Specialist
Started 11/10/2014



Kimberly Texel
Early Childhood
Education Specialist II
Started 11/17/2014



Blaine Harvey
Vocational rehabilitation Svc
VR Service Specialist
Started 12/08/2014



Susan Pierce
Special Education
Program Specialist I
Started 12/08/2014



Clifford Troyer
Vocational Rehabilitation Svc
VR Service Specialist
Started 12/08/2014



Andrew Malan
Curriculum, Instruction &
Innovation
Program Specialist I
Started 12/18/2014



Janine Theiler
Curriculum, Instruction &
Innovation
Education Specialist III
Started 12/29/2014



Diane Lewis
Early Childhood
Program Specialist Ii
Started 01/02/2015



Julie Katt
Adult Program Services
Program Specialist II
Started 01/06/2015

We Are Glad You Are Here!



NEBRASKA STATE BOARD OF EDUCATION

The State Board of Education is an elected, constitutional body that sets policy and ensures that the State Department of Education functions effectively within the framework developed by the state Legislature and the board. By law, the board and the department have broad leadership functions to carry out certain regulatory and service activities.

The board is elected on a non-partisan ballot, with one member from each district. Board members serve four-year terms. Board members are not paid, but are reimbursed for their expenses.



Matthew L. Blomstedt, Ph.D.
Commissioner of Education

P.O. Box 94987
Lincoln, NE 68509-4987
(402) 471-5020

matf.blomstedt@nebraska.gov

Dr. Blomstedt began serving as Nebraska Commissioner of Education on January 2, 2014



Rachel Wise
President
District 3

1480 County Road J
Oakland, NE 68045

(402) 380-3031

rachel.wise@nebraska.gov

Elected to State Board of Education - 2013



Lillie Larsen
Vice President
District 1

4041 Thorn Court
Lincoln, NE 68520

(402) 488-7038

lillielarsen@windstream.net

Elected to State Board of Education - 2013



Glen Flint
District 2

13105 Lake View Drive
Springfield, NE 68059

(402) 253-2809

glen.flint@nebraska.gov

Appointed to State Board of Education
March 28, 2014



John Witzel
District 4

905 Edgewood Boulevard
Papillion, NE 68046

(402) 597-1175

john.witzel@nebraska.gov

Appointed to State Board of Education
March 28, 2014



Patricia Timm
District 5

1020 North 21st Street
Beatrice, NE 68310

(402) 228-4054

patriciatimm04@gmail.com

Appointed to State Board of Education - 2004
Elected to State Board of Education - 2007



Maureen Nickels
District 6

1275 10th Road
Chapman, NE 68827

(308) 986-2462

earth1@rocketmail.com

Elected to State Board of Education - 2015



Molly O'Holleran
District 7

1001 S. Deerwood Drive
North Platte, NE 69101

(308) 532-8783

molly.oholleran@gmail.com

Elected to State Board of Education - 2010



Patrick McPherson
District 8

4720 South 102 Circle
Omaha, NE 68127

(402) 706-1157

patrickjmcpherson@msn.com

Elected to State Board of Education - 2015