

**SCHOOL DISTRICT OF CRIVITZ
400 SOUTH AVENUE
CRIVITZ, WISCONSIN 54114**

OFFICIAL MINUTES

Regular Meeting of the Board of Education.....February 27, 2019

- I. CALL TO ORDER: The regular meeting of the Board of Education was called to order by President Dama at 6:00 p.m.
- II. PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was recited.
- III. ROLL CALL: Board members Mike Dama, Cory Sotka, Kris Heidewald, Lyle Cherry, Travis Mueller, Gary Huc and Amy Grandaw were present. Others present: Patrick Mans – Superintendent, Jeff Baumann – High School Principal, Kelly Robinson – Elementary/Middle School Principal, Tom White – Buildings, Grounds and Transportation Director, Linda Tarmann – Business Administrative Assistant, Sarah Jones – Bookkeeper, Jannie Marsolek – Administrative Secretary, Nick Schramm – Technology Director, James Kirchberg – Teacher, and Kellie Stumbris – Cheer Coach.
- IV. APPROVAL OF AGENDA: Motion by Grandaw, seconded by Sotka to approve agenda as presented. Motion carried 7-0.
- V. CONSIDER MOTION TO APPROVE CONSENT AGENDA
 - A. MINUTES OF REGULAR MEETING JANUARY 16, 2019
 - B. GENERAL FUND VOUCHERS AND FINANCIAL REPORT
 - C. FUND 60 VOUCHERS AND FINANCIAL REPORTMotion by Cherry, seconded by Heidewald to approve consent agenda, minutes of meetings as presented, general fund vouchers 95671-95856 in the amount of \$1,455,043.96 and electronic wire transfers 201800074-201800083 in the amount of \$184,142.60 for a total of \$1,639,186.56 with voids of 94065, 94070, 94072, 94160, 94107, 95533, 95545, 95546, and 95557, and Fund 60 vouchers 164619-164632 in the amount of \$22,451.34 with no voids. Motion carried 7-0.
- VI. PUBLIC INPUT: Larry Mertz spoke and thanked the District for the winter preparedness. He also commended Coach Kellie's years of involvement, and to the cheer teams for their accomplishments. He also thanked the Board for their continued support. He finally asked the Board to consider revisiting weighted grades at the high school. There was no other input.
- VII. CORRESPONDENCE/RECOGNITION: Mr. Mans reported on a letter received from Jeff Dorschner as Village of Crivitz Chair of Public Safety Committee. Mr. Dorschner thanked the District for opening up the Elementary School for firefighters and first responders during the recent Crivitz Lumber fire. Mr. Mans also thanked Elementary/Middle School Principal, Kelly Robinson for opening up the building on short notice, and to Tom White, Mahala Hartkopf, Gary and Jolene Huc, and Anthony Guarisco who also helped that evening.
- VIII. REPORT(S)
 - A. COMMITTEE REPORTS
 1. POLICY: Mrs. Heidewald reported that the policy committee met prior to the regular meeting. They reviewed changes and had only one edit to the proposed changes, being a change to policy 8305, to have the information security checked annually instead of periodically.

B. ADMINISTRATIVE REPORTS

1. PATRICK MANS – SUPERINTENDENT: Mr. Mans thanked all that sent prayers and words of support in the passing of his mother. He also commented on the recent weather issues, with 7 full days off and 1 late start due to weather, and the calendar and minutes of instruction still allow a cushion of a little over 3 days in the event of inclement weather closures before any time must be made up. AD Dorschner also shared how difficult it has been in scheduling sporting events for officials, coaches, athletes and parents. Finally, he reported that the spring recess begins Monday, March 11 and continues through Friday, March 15. Classes resume on Monday, March 18, and are nearing the end of the 3rd Quarter.
2. JEFF BAUMANN – HIGH SCHOOL PRINCIPAL: Mr. Baumann reported that the ACT/ACP Day was recently held at the high school. Freshmen took a bus to Green Bay to tour the NWTC Campus. Sophomores also went to Green Bay to tour the UWGB Campus. The juniors stayed in school to take the ACT tests, while seniors participated in ACP presentations to Board members and faculty as a requirement for graduation. He thanked Board members Kris Heidewald, Lyle Cherry, and Amy Grandaw for attending. He also thanked Mrs. Graves and Mrs. Prange for the time it takes to prepare for and organize the presentations. He reported that the Drivers' Ed incentives have begun with the start of the second semester, where students can take Drivers' Ed during resource hour as long as they have Cs or better in all of their classes. They still have to pay for the cost of the class, but the teacher teaches it at school, so students and parents do not have to deal with the hassle of scheduling it outside of the school day. Lastly, he congratulated the winter sports teams on their successful seasons.
3. KELLY ROBINSON – ELEMENTARY/MIDDLE SCHOOL PRINCIPAL: Mrs. Robinson reported that the PBIS team is sponsoring incentive-based field trips to Keyes Peak in Florence. The PBIS and RtI committees have been separated this school year to better support teachers and students. Also, in order to be recognized by the DPI as a PBIS school, we need to be running both committees. We recently completed a self-assessment, and our scores have improved over last year. We have a group of teachers working toward arranging an author visit this spring. The WPTO has set aside money from their fundraising efforts to allow this. Finally, she reported that we hosted Lisa Misco from CESA 8 last week to be retrained in non-violent crisis intervention. We now have 19 staff members certified. The training works on de-escalating possible violent situations with students, and is a safeguard for our school for situations where we need to restrain a student who is trying to harm themselves or others.
4. TOM WHITE - BUILDINGS, GROUNDS & TRANSPORTATION DIRECTOR: Mr. White reported that the District has recently joined the WI Educational Energy Cooperative (WE2C) to buy natural gas cooperatively, with possibilities of savings of up to \$5000 per year. He also reported that, at our recent fire drill, a member of the Fire Department here to observe and critique the drills, providing suggestions for improvement. He also met with Bruce Paulson, an engineer from Stantec, the company we have hired to design the high school roofing project. At

this preliminary meeting, they discussed the scope and requirements, as well as a possible timeline. Finally, beginning March 7, he will be attending a 2-day Facilities Managers Conference in the Wisconsin Dells.

5. JOLENE HUC – COMMUNITY EDUCATION SUPERVISOR: Mrs. Huc was absent.
6. MADELIN EITING - STUDENT COUNCIL REPRESENTATIVE: Miss Eiting was absent.

IX. INFORMATION/DISCUSSION

- A. YOUTH CHEER SEASON REVIEW PRESENTATION AND HIGH SCHOOL CHEER TRIPS: Coach Kellie introduced members of the cheer teams, and showed a video presentation of the different groups' competitions. She also asked for permission to attend cheer competitions overnight and out of state, with excused absences for missing school on March 1 to attend state competition in La Crosse, and March 18 for competition in Myrtle Beach, South Carolina.
- B. 2019-2020 CESA 8 EDUCATIONAL SERVICES CONTRACT: Mr. Mans reported that a copy of the CESA 8 educational services contract was included in the Board packets. The majority of costs is in the form of special education services including teachers, and specialists such as OT/PT, speech and language, school psych, and special education director. Other services include professional development in curriculum/assessment, tech ed, and technology. The use of CESA 8 for these services allows the District to be flexible in dealing with our special education services from year to year as needs change based on the special education student population. The Board will be asked to approve the contract later in the meeting.
- C. ELEMENTARY PLAYGROUND BID REVIEW: Mr. White reviewed the bid tabulation sheet that was included in the packets. There were 3 bidders with 6 proposals. The playground committee met and agreed that the most favorable vendor was Lee Recreation, LLC, with the option of creating our own equipment list within the maximum bid price as proposed. Another meeting with the steering committee and vendor will be set soon to fine-tune details.
- D. WIRELESS UPGRADE PROJECT BID REVIEW: Mr. Schramm reviewed the bid tabulations for both the equipment bid and the cabling bid. There were 8 bids received for the cabling project, and 7 for the equipment bid. The bid tabulation sheet was included in the Board packets, showing bid cost and E-Rate Matrix score. The federal E-Rate requirements of bid evaluation matrix must be created that take several factors into consideration. The price of the eligible products and services must carry the most weight, but should not be the sole factor in evaluating bids. Per E-Rate rules, we must treat all vendors fairly and equally, therefore, he asked a 3rd party consulting, Eclipse Networking, (Erik and Lawrence) to review the bids and provide an independent 3rd party opinion. Erik and Lawrence were present for questions. The Board discussed the large cost spread in cabling bids and asked questions for clarification. One bidder was present at the meeting.

- E. 2019-2020 SCHOOL CALENDAR: Mr. Mans reported that one change will be made to the 2019-2020 school calendar. The 1st semester end was inadvertently put on Tuesday, January 21, which will now be changed to Friday, January 17, like it usually is. Then, since the item was on the agenda again, Mr. Huc brought back the discussion of making sure that all staff are engaged in the decisions of creating the calendar. Mr. Mans clarified that the calendar is always shared with the principals, who share with their leadership committees, who then share with the staff. The Board then approves the calendar that is presented.
- F. 2018-2019 SCHOOL CALENDAR: Mr. Mans updated the Board on the inclement weather issues with possible impact on the current year school calendar. We have had 7 full days and 1 2-hour delay, and have not used up all of our built-in days to this point. We are currently ok, and have just over 3 days of cushion. This may change if there are more than 3 inclement weather days.
- G. STAFF ENGAGEMENT SURVEY: Mrs. Grandaw asked that this be added to the agenda. She asked if the plan was to send another survey annually, bi-annually, or what the timeline was decided to improve upon the original results. The item will be added to the next agenda for discussion and action, and will be decided at that time.
- H. FIRST READING NEOLA POLICY UPDATES
 - 1. 1130 – CONFLICT OF INTEREST
 - 2. 1400 – JOB DESCRIPTIONS
 - 3. 1422 – NONDISCRIMINATION AND EQUAL EMPLOYMENT OPORTUNITY
 - 4. 1662 – EMPLOYEE ANTI-HARASSMENT
 - 5. 2260 – NONDISCRIMINATION AND ACCESS TO EQUAL EDUCATIONAL OPPORTUNITY
 - 6. 2270 – RELIGION IN THE CURRICULUM
 - 7. 2700.01 – SCHOOL PERFORMANCE AND ACCOUNTABILITY REPORTS
 - 8. 3120 – EMPLOYMENT OF PROFESSIONAL STAFF
 - 9. 3122 - NONDISCRIMINATION AND EQUAL EMPLOYMENT OPPORTUNITY
 - 10. 3139 – STAFF DISCIPLINE
 - 11. 3140 – NON-RENEWAL, RESIGNATION, AND TERMINATION
 - 12. 3143 – NON-RENEWAL OF ADMINISTRATIVE CONTRACTS
 - 13. 3230 – CONFLICT OF INTEREST
 - 14. 3362 – EMPLOYEE ANTI-HARASSMENT
 - 15. 4122 - NONDISCRIMINATION AND EQUAL EMPLOYMENT OPPORTUNITY
 - 16. 4230 – CONFLICT OF INTEREST
 - 17. 4362 – EMPLOYEE ANTI-HARASSMENT
 - 18. 5111 – ELIGIBILITY OF RESIDENT/NONRESIDENT STUDENTS
 - 19. 5113 – OPEN ENROLLMENT PROGRAM (INTER-DISTRICT)
 - 20. 5114 – NONIMMIGRANT STUDENT AND VISITOR PROGRAM
 - 21. 5341 – EMERGENCY MEDICAL AUTHORIZATION
 - 22. 5512 – USE OF TOBACCO AND NICOTINE BY STUDENTS
 - 23. 5517 – STUDENT ANTI-HARASSMENT
 - 24. 5724 – HIGH SCHOOL VOTER REGISTRATION PROGRAM
 - 25. 6150 – TUITION INCOME

26. 6220 – BUDGET PREPARATION
27. 6235 – FUND BALANCE
28. 6440 – COOPERATIVE PURCHASING
29. 6520 – PAYROLL DEDUCTIONS
30. 8305 – INFORMATION SECURITY
31. 8330 – STUDENT RECORDS
32. 9130 – PUBLIC REQUESTS, SUGGESTIONS, OR COMPLAINTS
33. 9150 – SCHOOL VISITORS

The policy committee met and recommended proposed changes as presented with the only change being to policy #8305, to have the information security checked annually instead of periodically, so there was no further discussion.

X. ITEMS SCHEDULED FOR ACTION

A. APPOINTMENT(S)

1. SUBSTITUTE TEACHER: Motion by Grandaw, seconded by Heidewald to approve Desiree Demmith as substitute teacher. Motion carried 7-0.
2. PART-TIME SUMMER LAWN CARE/MAINTENANCE EMPLOYEE: This item was not needed at this time. Candidate changed his mind.
3. VOLUNTEERS/CHAPERONES: Motion by Grandaw, seconded by Huc to approve the list of volunteers/chaperones as listed. Motion carried 7-0.

B. HIGH SCHOOL CHEER TRIPS: Motion by Sotka, seconded by Grandaw to approve the high school cheer trips with out of state, overnights, and 2 days excused absences as presented earlier. Motion carried 6-1 with Mueller opposing.

C. SECOND FRIDAY JANUARY STUDENT COUNT: Motion by Cherry, seconded by Sotka to approve the second Friday January student headcount on the DPI form PI 1563 of #771 as presented. Motion carried 7-0.

D. 2019-2020 CESA 8 EDUCATIONAL SERVICES CONTRACT: Motion by Grandaw, seconded by Sotka to approve the 2019-2020 CESA 8 Educational Services contract as presented. Motion carried 7-0.

E. ELEMENTARY PLAYGROUND BID: Motion by Heidewald, seconded by Sotka to approve Lee's Recreation, LLC (with the monetary limit of \$117,445) as presented earlier in the meeting. Motion carried 7-0.

F. WIRELESS UPGRADE PROJECT BID: Motion by Mueller, seconded by Huc to approve #1 Quantum PC Services for cabling and #3 Quantum PC Services for equipment as winning bids. Motion carried 7-0.

G. 2018-2019 SCHOOL CALENDAR: No action was needed at this time.

- H. FIRST READING NEOLA POLICY UPDATES: Motion by Sotka, seconded by Huc to approve the first reading of NEOLA policy updates as presented. Motion carried 7-0.
- XI. ADJOURNMENT: Motion by Heidewald, seconded by Grandaw to adjourn at 7:30 p.m. Motion carried 7-0.

Prepared by:

Jannie Marsolek
Recording Secretary

Kris Heidewald
Clerk

Michael Dama
President