

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

**OFFICIAL MINUTES**

Regular Meeting of the Board of Education.....June 18, 2014

- 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: The following members were present: Michael Dama, Jane Meissner, Martha Neitzer, Tim McFadden, Lyle Cherry, Travis Mueller and Cory Sotka. Others present: Patrick Mans, Superintendent; Jannie Marsolek, Administrative Secretary; Thomas White, Building, Grounds and Transportation Director; Linda Tarmann, Business Administrative Assistant; Jolene Huc, Community Ed Director and Nick Schramm, Technology Director.
- IV. APPROVAL OF AGENDA: Motion by Neitzer, seconded by Sotka to approve agenda, with changes of INFORMATION/DISCUSSION Item G and H to be reversed, putting Wireless Project before 2014-2015 Computer Replacement Bid. Motion carried 7-0.
- V. CONSIDER MOTION TO APPROVE CONSENT AGENDA:
  - A. MINUTES OF REGULAR MEETING MAY 21, 2014
  - B. MINUTES OF SPECIAL MEETING MAY 29, 2014
  - C. VOUCHERS
  - D. FINANCIAL REPORTMotion by Neitzer, seconded by McFadden to approve consent agenda, including vouchers 84598-84789 with voids of 84449, 84516, 84571, and 84631 for a total of \$264,544.71 and Fund 60 vouchers 163946 – 163986 with voids of 163955 and 163806 for a total of \$2,875.24. Motion carried 7-0.
- VI. PUBLIC INPUT: There were comments regarding the prior month’s “yes” vote to allow the extended contract of the guidance counselors. A resident wanted to know why the cost of these contracts could be justified, when there were no math books for the Middle School. She asked that be added to a future agenda, as well as reviewing class sizes. She also commented that she felt that the Administrator was running the Board meetings and putting in too much commentary and that there should be more Board discussion. She also asked that parents be notified of agenda items via e-mail and wanted more parent surveys, as well as a year-end teacher survey. Finally, she commented on the school Psychologist and Spec Ed Director positions, and didn’t feel that a school this size needed those positions. There was also discussion from two softball coaches wanting to begin the softball field. They discussed the options of using volunteer labor and finding support in the community to get the field started. They also discussed the hazards of the current field, as well as the control we would have if the field were on school property.

VII. CORRESPONDENCE/RECOGNITION

- A. YEARS OF SERVICE CERTIFICATE FOR EXITING EMPLOYEES: Two employees were recognized for their years of service to the school district. Nikki Stillman received recognition for 9.5 years as Paraprofessional, and Sandra Kadrlík received recognition for 8.5 years as bus driver.
- B. STATE TRACK MEET COMPETITORS RECOGNITION: State Track Meet competitors receiving recognition are: Ben Fischer – 100 meter dash and 400 meter relay, Ryan Padgett – 400 meter relay, Micah Sessler – 400 meter relay, Adam Slaby – 400 meter relay and pole vault, Tyler Slaby – pole vault, and Nick Chapman – alternate for 400 meter relay.
- C. SCHOOL BOARD SCHOLARSHIP RECIPIENT THANK YOU: Cody Bates and Pauline Berna sent thank you notes for receiving the School Board Scholarships.

VIII. REPORTS

A. COMMITTEE REPORT(S)

- 1. POLICY: The Policy Committee met on 5/29 and discussed regarding advertising and naming rights. The issue will be forwarded to the full Board for discussion and approval.
- 2. PERSONNEL/NEGOTIATIONS: The Personnel/Negotiations Committee met earlier in the evening regarding the K12 Instrumental/General Music Teaching position, the part-time custodial position, and the issue of compensation for teaching an overload schedule. These items will be on the agenda tonight for discussion and approval.
- 3. BUILDINGS, GROUNDS & TRANSPORTATION: The Buildings, Grounds and Transportation Committee met on 6/16 regarding the open bus contract, moving the recommendation to go with a current bus company to the full Board for decision, reversing the shuttle route and the energy audit is almost completed, only waiting a couple of items.

B. ADMINISTRATIVE REPORT:

- 1. PATRICK MANS – SUPERINTENDENT: Recently, I wrote a letter of support for three grants being sought by CESA 8's Humanities Department. Two of the grants if funded will focus on career curriculum, job placement and training options. The third

grant will focus on improving the overall school climate of participating districts. Two of the grants, if funded will increase and enhance the existing partnership between our District, CESA 8 and our regional TECH College. The third grant will provide a value added professional development component to our existing PBIS program.

The UW system recently announced that it will be funding concurrent credit college classes for the 2014-2015 school year. A concurrent college class is a class taught in a high school by a high school teacher using the college curriculum. Students get high school and college credit for the class. Previously, parents paid for such classes. I met this past Tuesday with Paula Langtau, the Dean of UW – Marinette and she explained that only concurrent classes will be paid for in such a manner. She explained that other college classes taken under the Youth Options program will not be paid for by the UW System. Youth Options classes are part of a program mandated through state statute and require the local school district to pay for the student tuition.

Crivitz High School again received national recognition from U.S. News and World Report as a bronze medal winning high school for its state test scores and college readiness. Bronze medal status puts Crivitz High School in the top 27% of high schools in the United States ranked by the study.

2. JEFF BAUMANN – HIGH SCHOOL PRINCIPAL: The Spring Sports Banquet was held on Wednesday, May 28. Charlie's Island Cafe catered the event, and there were about 175 people in attendance. The major sports award winners were announced. They were as follows: Pete Banaszak Award Winner – Ben Fischer; American Legion Award Winners – Zack Timblin and Charlie Detmerring; Wolverine Backers Award Winners – Spencer Schwarz and Courtney Weddel.

On Wednesday, June 4, we raffled off \$358 for perfect attendance and PBIS drawings. This was the largest amount of money we have ever been able to give out. I would like to thank T&T Tree Trimming, including Mark, Kevin, and Mike Tomaszewski, Middle Inlet Wood Products and Pete Tomaszewski, and the Crivitz Student Council for their generous donations.

Our spring sports team fared well in the WIAA tournaments during the 2014 season. Our softball received a #3 seed with a 15-5 record. We beat Coleman in the opening round but lost to Bonduel in the 2<sup>nd</sup> round. The baseball team received a 4 seed and

beat Crandon in the first game, but lost to Oconto in the 2<sup>nd</sup> round who is playing in the state semifinal as we speak. Our golf team was also very successful, making it all the way to sectionals before bowing out on a very difficult course. Lastly, our track team had a great season, with Ben Fischer in the 100 yard dash, Tyler Slaby and Adam Slaby in the pole vault, and the 400 meter relay team consisting of Ryan Padgett, Micah Sessler, Adam Slaby, Ben Fischer, and Nick Chapman all advancing to state. Congratulations to all.

3. JEFF WALSH – ELEMENTARY/MIDDLE SCHOOL PRINCIPAL:

Summer School began on June 9<sup>th</sup> and runs through July 3<sup>rd</sup>. We have around 100 students attending summer school this year. They are working on reading and math and reading and math related activities throughout the day. Summer School runs from 8:30 until 1:30 each day.

Mr. Baumann and I went through our Calibration training for the Educator Effectiveness project this spring. We were calibrated today for the project, so we are ready to begin the Educator Effectiveness project for our buildings this fall.

Crivitz Elementary/Junior High has been recognized as a School of Merit by the Wisconsin PBIS Network for the work we have accomplished through the implementation of Positive Behavior Interventions and Supports.

4. TOM WHITE – BUILDINGS, GROUNDS & TRANSPORTATION DIRECTOR: *Summer Cleaning & Maintenance:*

The summer cleaning and maintenance is progressing normally. Along with general cleaning, we are stripping and waxing floors according to the rotation we established 2 years ago. All carpets are being extraction cleaned. We have completed painting in many classrooms and hallways.

*Performance Contracting Update:* Energy Services Group has been finalizing the data gathering portion for their comprehensive plan. A “mid-audit” report is being created to present ESG’s initial findings. This report will be available next week, and will be shared with the Buildings & Grounds Committee at their next meeting.

5. JOLENE HUC – COMMUNITY EDUCATION DIRECTOR:

Nothing to report on the last meeting, since there was no meeting held in May. She did want to note that the Community Ed held a summer school class for babysitting/CPR. There were 26 students that signed up and attended the class, with 24 participating in the CPR portion. Thanks went out to Mrs. Kopp for teaching the babysitting class.

IX. INFORMATION/DISCUSSION

- A. **BAMC ATHLETIC TRAINING PRESENTATION:** Derek Butler with BAMC gave a presentation on the athletic training services that Bay Area Medical Center provides to the school free of charge. BAMC makes donations of a full time athletic trainer, \$3,000 in training supplies and a \$3,000 annual donation to the physical education department.
- B. **2013-2014 BUDGET REVISION:** Linda Tarmann reported on the updates to the 2013-2014 budget revision.
- C. **BOARD POLICY 3420 – HEALTH INSURANCE BENEFIT:** Mr. Mans went over the necessary amendment to the policy due to the Affordable Care Act, requiring the payment in lieu of insurance wording needed to be updated to read that the money will be given as taxable income.
- D. **BOARD POLICY 9700.01 – ADVERTISING AND COMMERCIAL ACTIVITIES:** The Policy Committee moved this to the full Board for discussion. The existing policy is written in a manner allowing the Board to grant naming rights and advertising on school property. It does not require action if it is to remain the same, only if the policy needs to be updated.
- E. **EXTRA CLASS COMPENSATION FOR TEACHERS:** In 2014-2015, there will be a Middle School need to add another class. There will need to be an agreement to compensate the teachers who will be teaching during their prep time. The Personnel/Negotiations Committee recommended paying them \$2,000 for each semester for those teaching the extra class.
- F. **DISTRICT WORKERS’ COMPENSATION AND GENERAL LIABILITY & PROPERTY INSURANCE:** This set of insurance policies is managed by M3, who shops them for the best rates. The rates for these policies actually came in at a lower amount for the current year than the previous year. There is a slight increase from the 2013-2014 rate of \$51,571 to \$53,848 for the 2014-2015 year. This increase is largely due to increased property values. M3 does an excellent job managing these policies for the District. It is noted that the District’s workers’ compensation rate went down for the second year in a row. M3 provides great resources both online and in person demonstrating how to avoid potential work related accidents and injuries.
- G. **2014-2017 DISTRICT TECHNOLOGY PLAN:** Mr. Schramm reported on the 2014-2017 District Technology Plan. The Wisconsin DPI requires that every school district complete this plan every three years. Such plans are living documents prepared by a school or library to explain how telecommunications or

information technology will be used to achieve educational goals, curriculum reforms and/or library service improvements. The overall goal of a technology plan is to improve student learning, help students perform authentic tasks, and help students learn skills that will prepare them for the future. Mr. Schramm briefly went over the details of the Technology Committee's work over the past few months and presented via slide presentation how the plan will look, and how the goals for our team shall be met. What the Technology Committee is asking for is approval from the Board to go forward and submit this plan to the DPI for approval.

- H. 2014-2015 COMPUTER REPLACEMENT BID: Mr. Schramm presented his requests to the Board regarding looking into a virtual learning lab. What the committee is proposing is 25 laptops for the High School, 25 laptops for the Middle School/Elementary and 35 desktop computers for the Middle School computer lab. The Technology Committee asked for approval to release the proposal for bid.
- I. WIRELESS PROJECT: The Technology Committee proposed adding wireless points in key areas of the school. We would need to install POE switches, and there was much discussion as to how to handle the situation, which may be just to buy the licenses before the June 30 deadline and look into the total cost of an entire project before releasing any bids. A special meeting may need to be scheduled to accomplish this.
- J. SOFTBALL FIELD: Mr. McFadden spoke of the safety issues at the current Village field, and there was discussion about how to begin the process of being able to build a softball field for the girls. There have been people that have volunteered their services and time to begin the project. He felt that there should be some commitment from the Board to provide start-up funding to begin the project. Other Board members felt that there could be other ways of coming up with the funds than spending from the fund balance.
- K. OPEN BUS ROUTE BIDS: Mr. White presented the bus route bids as received and recommended Two Star Bussing with a one year contract.
- L. 2014-2015 SCHOOL CALENDAR: Mr. Mans presented an option for the 2014-2015 School Calendar, utilizing five of the six early dismissal days as full day in-service days for teachers with a full day off for students. There would still be early dismissal on the day before Thanksgiving break and on the last day of school, but the change would result in less time that must be made up for lost hours of instruction for weather related closures or delays.

X. ITEMS SCHEDULED FOR ACTION

A. RESIGNATION(S)

1. CO-ADVISOR STUDENT COUNCIL: Motion by Neitzer, seconded by Mueller to accept the resignation of Mrs. Diaz as Student Council Co-Advisor. Motion carried 7-0.

B. APPOINTMENT(S)

1. K-12 INSTRUMENTAL/GENERAL MUSIC TEACHER: Motion by McFadden, seconded by Cherry to accept Taylor Jadin as K12 Instrumental/General Music Teacher. Motion carried 7-0.
2. SUBSTITUTE PARAPROFESSIONAL: Motion by Neitzer, seconded by McFadden to approve Tina Bonikowski as substitute paraprofessional. Motion carried 7-0.
3. ELEMENTARY VOLUNTEER/CHAPERONE: Motion by Meissner, seconded by Neitzer to approve Michelle McFadden as elementary volunteer/chaperone. Motion carried 6-0-1.
4. PART-TIME CUSTODIAN: Motion by Cherry, seconded by Meissner to approve Mahala Hartkopf as Part-Time Custodian. Motion carried 7-0.

- C. RESOLUTION FOR USE OF CASH BALANCE FOR 2013-2014: Motion by Neitzer, seconded by Cherry to approve the resolution for use of cash balance for 2013-2014. Roll call vote was taken: Dama-Y, McFadden-Y, Neitzer-Y, Cherry-Y, Mueller-Y, Sotka-Y, and Meissner-Y. Motion carried 7-0.

- D. RESOLUTION AUTHORIZING PAYMENT OF OBLIGATIONS: Motion by Neitzer, seconded by Cherry to approve resolution authorizing payment of obligations. Roll call vote was taken: Dama-Y, McFadden-Y, Neitzer-Y, Cherry-Y, Mueller-Y, Sotka-Y, and Meissner-Y. Motion carried 7-0.

E. FIRST READING OF NEOLA BOARD POLICY REVISIONS:

1. POLICY 3420 – HEALTH INSURANCE BENEFIT: Motion by Neitzer, seconded by Cherry to approve the first reading of Policy 3420 – Health Insurance Benefit as read. Motion carried 7-0.

- F. EXTRA CLASS COMPENSATION FOR TEACHERS: Motion by Mueller, seconded by Neitzer to approve compensating 1/8 of base salary for teachers teaching an overload schedule, to be added to the handbook. Motion carried 7-0.
- G. WASB MEMBERSHIP: Motion by Cherry, seconded by Meissner to approve WASB Membership with the same cost as last year. Motion carried 7-0.
- H. DISTRICT WORKERS' COMPENSATION AND GENERAL LIABILITY & PROPERTY INSURANCE: Motion by Sotka, seconded by Cherry to approve the 2014-2015 District Workers' Compensation and General Liability & Property Insurance as presented earlier. Motion carried 7-0.
- I. RESOLUTION TO APPROVE TAX ANTICIPATION NOTE FOR CASH FLOW PURPOSES: Motion by Neitzer, seconded by Cherry to approve the resolution to approve tax anticipation note for cash flow purposes as read. . Roll call vote was taken: Dama-Abstain, McFadden-Y, Neitzer-Y, Cherry-Y, Mueller-Y, Sotka-Y, and Meissner-Y. Motion carried 6-0-1.
- J. 2013-2014 BUDGET REVISION: Motion by Meissner, seconded by McFadden to approve the 2013-2014 Budget Revision as presented. Motion carried 7-0.
- K. 2014-2015 COMPUTER REPLACEMENT BID: Motion by McFadden, seconded by Mueller to approve the letting of the 2014-2015 Computer Replacement Bids. Motion carried 7-0.
- L. 2014-2017 DISTRICT TECHNOLOGY PLAN: Motion by Mueller, seconded by Meissner to approve the 2014-2017 District Technology Plan as presented. Motion carried 7-0.
- M. WIRELESS PROJECT: Motion by Mueller, seconded by Neitzer to table the proposal for the Wireless Project until it can be further discussed at a Special Meeting. Motion carried 7-0.
- N. SOFTBALL FIELD: Motion by Sotka, seconded by Cherry to put Tom White in charge of the softball field with no start-up money offered by the District. Motion carried 4-3.
- O. OPEN BUS ROUTE BID: Motion by Cherry, seconded by Mueller to approve Two Star Bussing as winner of the open bus route bid for a one year contract. Motion carried 7-0.

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- P. 2014-2015 SCHOOL CALENDAR: Motion by Neitzer, seconded by Sotka to approve changing the 2014-2015 school calendar from 5 ½ days off to 5 full days off for teacher in-service as presented. Motion carried 7-0.
- XI. RECESS TO EXECUTIVE CLOSED SESSION AS PER WISCONSIN STATUTE 19.85(F)
- A. CONSIDERING FINANCIAL, MEDICAL, SOCIAL OR PERSONAL HISTORIES OF SPECIFIC PERSONS WHICH, IF DISCUSSED IN PUBLIC, WOULD BE LIKELY TO HAVE A SUBSTANTIAL ADVERSE EFFECT UPON THE REPUTATION OF ANY PERSON REFERRED TO IN SUCH HISTORIES OR DATA
1. EMPLOYEE FMLA/LONG TERM DISABILITY
  2. PARENT CONCERNS
- Motion by Neitzer, seconded by Meissner to recess to executive closed session as per Wisconsin Statute 19.85(F) as read at 8:36 p.m. Roll call vote was taken: Dama-Y, McFadden-Y, Neitzer-Y, Cherry-Y, Mueller-Y, Sotka-Y, and Meissner-Y. Motion carried 7-0. (Note: Dama abstained from Parent Concerns portion).
- XII. RECONVENE INTO OPEN SESSION AND TAKE ANY NECESSARY PUBLIC ACTION AS PER WISCONSIN STATUTE 19.85(2): Motion by Mueller, seconded by McFadden to reconvene into open session and take any necessary public action as per Wisconsin Statute 19.85(2) at 9:44 p.m. Note: Meissner left during closed session. Motion carried 6-0.
- XIII. ADJOURNMENT: Motion by McFadden, seconded by Mueller to adjourn at 9:44 p.m. Motion carried 6-0.

Prepared by:

Jannie Marsolek  
Recording Secretary

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Tim McFadden  
Clerk

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Michael Dama  
President