

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

OFFICIAL MINUTES

Regular Meeting of the Board of Education.....May 21, 2014

- I. CALL TO ORDER: The regular meeting of the Board of Education was called to order by President Dama at 6:04 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, Travis Mueller and Cory Sotka. Lyle Cherry was absent. 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; Nick Schramm, Technology Director and Billy Retza, Student Council Representative.
- IV. APPROVAL OF AGENDA: Motion by Neitzer, seconded by Meissner to approve agenda as presented. Motion carried 6-0.
- V. BOARD ORGANIZATION – ELECTION OF OFFICERS (Motion by Dama, seconded by Meissner to nominate Mr. Mans as chairman until the position of President is elected. Motion carried 6-0).
 - A. PRESIDENT: Motion by Sotka, seconded by Mueller to appoint Dama as Board President. Motion carried 5-0-1.
 - B. VICE PRESIDENT: Motion by Meissner, seconded by Sotka to appoint Neitzer as Board Vice President. Vote tied at 3-3. Motion by Neitzer, seconded by McFadden to appoint Meissner as Board Vice President. Vote tied at 3-3. Motion by Neitzer, seconded by Mueller to appoint Meissner as Board Vice President. Motion carried 4-2.
 - C. CLERK: Motion by Mueller, seconded by Neitzer to appoint McFadden as Board Clerk. Motion carried 5-0-1.
 - D. TREASURER: Motion by Sotka, seconded by Meissner to appoint Neitzer as Board Treasurer. Motion carried 5-0-1.
- VI. COMMITTEE APPOINTMENTS: Motion by McFadden, seconded by Sotka to approve the Committee appointments as last year, except remove Meissner and replace with McFadden on Buildings, Grounds and Transportation Committee. Motion carried 6-0.

- VII. DESIGNATION OF BANKS: Motion by Sotka, seconded by McFadden to approve the following designation of banks: Bank Mutual: Activity Fund and Scholarship Fund; Bank North: General Fund, Debt Service MM, Food Service MM, General Fund Interest Bearing Account; Farmers & Merchants: General Fund Savings, Activity Fund Checking; Local Government Investment Pool: State electronic transfers; Nicolet National Bank: as needed. Motion carried 5-0-1.
- VIII. INTERNAL BOARD POLICY: Motion by Neitzer, seconded by Sotka to approve the Internal Board Policies as contracted by NEOLA Board Policies on an annual basis. Motion carried 6-0.
- IX. CONSIDER MOTION TO APPROVE CONSENT AGENDA
- A. MINUTES OF REGULAR MEETING APRIL 16, 2014
 - B. MINUTES OF SPECIAL MEETING MAY 8, 2014
 - C. VOUCHERS
 - D. FINANCIAL REPORT

Motion by Neitzer, seconded by Meissner to approve consent agenda as presented, including vouchers 84387-84597 for a total of \$366,036.43 and Fund 60 vouchers 163946-163978 with void of 163955 for a total of \$20,946.52. Motion carried 6-0.

- X. PUBLIC INPUT: Someone questioned the approval of banks, questioning the name of Bank North changing to Stephenson National Bank & Trust. Since the change is only in process, no name change was needed. There was also comment about the recent School Board uproar. Another parent also commented that the public comment session should not be the time for Board Bashing. There was also disagreement on how the Board should handle public input.

XI. CORRESPONDENCE/RECOGNITION

- A. YEARS OF SERVICE CERTIFICATE FOR EXITING EMPLOYEES: Mr. Mans awarded certificates of appreciation for years of service to Kathy Marcy for 9 years as school nurse, Bill Verschay for 2 years as SPED Director/School Psych, and to Theresa Shrader for 2 years as custodial employee. He then thanked Tom Wiedemeier for moving the concession stand on short notice, and to Board Member Cory Sotka and Andy and Sandy Fischer for helping out with the end of year picnic for students at the High School. Their help was greatly appreciated.

XII. REPORTS

A. COMMITTEE REPORT(S)

1. PERSONNEL/NEGOTIATIONS: Mr. Mans reported for the absent Mr. Cherry on the May 15th meeting. He reported on the discussion of a potential compensation increase for staff, the new school nurse, and possibly a K12 Instrumental Music Teacher, with the School Nurse position being brought to the Board for approval later in the meeting.
2. BUILDINGS, GROUNDS & TRANSPORTATION: Mr. Dama reported that the committee met earlier in the evening and discussed the opportunity to build a new softball field. The item has been moved forward to the agenda for full Board discussion. No action will be taken yet.

B. ADMINISTRATIVE REPORTS

1. PATRICK MANS – SUPERINTENDENT: The last day of school for students is fast approaching. Students will be dismissed at 11:27 on Wednesday, June 4. Staff will have in-service in the afternoon and for half a day on Thursday, June 5th.
I would also like to take a moment to introduce Cynthia Kubicek who will be recommended for approval, later in the meeting as our new School Nurse. Cynthia comes to us from Peshtigo where she lives with her family and has been a stay-at-home-Mom for the last several years while taking a break from full time nursing to raise her family. During that time she served as a limited term employee for Marinette County during vaccination clinics and spent time as the parent volunteer coordinator for the University of Wisconsin-Marquette children's Theater. Prior to that Cynthia had an extensive full time nursing career at St. Michael's Hospital in Stevens Point where she specialized in pediatric care. We are very happy to welcome Cynthia as a member of the Crivitz School District staff family.
2. JEFF WALSH – ELEMENTARY/MIDDLE SCHOOL PRINCIPAL: The Middle School Staff, Mr. Verschay and I are all at a Professional Learning Communities Institute this week. We are attending this to work on and present our action plan for the PLC Grant that we received for a five year period. Along with the grant, we will also be hearing from Institutes of Higher Learning and possibly partnering with these Institutes to work toward making our Middle School a PLC. This has been some

rewarding work to do this year and it will continue for the next four years and beyond.

The WPTO is holding the annual Parent/Teacher/Community raffle on May 30. All students will have an opportunity to win prizes donated by teachers and the community. This is one of the fund raisers for the WPTO. It helps them with purchases they make for the classrooms and wish lists of our teachers. The WPTO has been a wonderful addition to the school and their efforts are truly appreciated.

Eighth Grade Recognition night will be held on Tuesday, June 3, 2014 at 6:00 p.m. in the elementary school gym. This event will be the culmination of efforts by our eighth graders' work in this building and a transition for them to high school. You are all cordially invited to attend this event and to take part in the recognition of these young ladies and gentlemen.

Summer School is scheduled to begin on June 9. We are running the academic part of Summer school from 8:30 until 11:30 and the enrichment part from 12:00 until 1:30. We have about 115 students enrolled for the various classes offered. We are again offering free lunch to the students every day. Summer School runs from June 9 through July 3rd.

3. **JEFF BAUMANN – HIGH SCHOOL PRINCIPAL:** The class of 2014 graduated on Saturday, May 17, at 7:00 p.m. in the high school gymnasium. 46 seniors graduated this year, and 44 took part in the ceremony. This year's valedictorian was Ben Fischer who finished his high school career with a 4.0 grade point average. He will be attending the UW-Madison in the fall. Charlie Dettmering was the salutatorian for the class of 2014. She finished her high school career with a 3.98 GPA, and she will also be attending UW-Madison next year. Congratulations to all the graduates!

A Triton orientation meeting was held on Wednesday, May 14, for all students who will be taking Triton courses during the 2014-15 school year. The parents of the students also attended, and Triton network rules and regulations were discussed so both parents and students understood the unique nature of long distance education.

The annual Crivitz High School end of the year cookout was held on Friday, May 16, during both lunch hours. Unfortunately, the weather did not cooperate as well as it has the last few years, and temperatures were unseasonably cold. A number of faculty were still brave enough to sit in the dunk tank while students took their shots at them. We served grilled hamburgers and hot dogs, and students were also able to watch a movie or play volleyball. The students seemed to enjoy the event and it continues to be one of their favorite events of the school year.

The 2014 Junior Prom was held on Saturday, April 26, at Four Seasons resort in Pembine. It was the first time our high school hosted the dance at their facility and it turned out to be a very nice event. The students looked fabulous in their tuxedos and dresses and their behavior was great. This year's prom king was Trevor Gauthier and the queen was Lexi Druckery. Also on the prom court were David Poh, Rachel Nelson, Jake Sawinski, and Jen Kempka.

4. TOM WHITE – BUILDINGS, GROUNDS AND TRANSPORTATION DIRECTOR: **Graduation / Projector Screen:** My staff and I spent a considerable amount of time setting up for Graduation last week. We made some significant changes to the setup, which included moving the stage further back and installing a projector and a large, permanent screen for the slide show presentation. **Tornado Drill:** The statewide tornado drill was held on Thursday, April 24th, but, because of student testing, we held our drill on the afternoon of Tuesday, April 22nd. After evaluating our drill this year, we made some significant changes and updates to our shelter locations. **Energy Services Group:** Energy Services Group, the performance contractors we have hired to discover energy saving projects, has been gathering data for their comprehensive plan. Since our kickoff meeting on April 29th, various contractors sent by ESG have been investigating potential energy savings in their respective fields. HydraMetrics, a water conservation consulting company, audited our buildings to propose ways to save on water usage. Building Envelope Solutions looked at our walls, ceilings and windows to propose potential energy saving measures in those areas. Lighting consultants surveyed our outdoor lighting at the high school and areas of indoor lighting at the elementary/middle school. ESG's own technical assistants placed data logging devices throughout the buildings and are analyzing this data. The information collected will be used to provide us with a comprehensive plan that includes a list of projects and their respective paybacks that we can choose from.
5. JOLENE HUC – COMMUNITY EDUCATION DIRECTOR: Met May 12th at 6:30 p.m. Items covered were Flag Football Registration - Information will go home with the kids and a coach's meeting set now for Friday the 23rd at the ES at 6:00 p.m. Discussion about Community Ed to sell concessions there and proceeds to go for Youth girls events in Crivitz. Bowling for Kids - Flier is ready waiting for CYI to give the \$ amount. It is a summer practice program and working into the school and eventually forming a HS League. Community Ed Craft Show – an estimated total \$1400 taken by the vendors and \$310 was used to paid for licensing. Spanish class clearing aprox. \$300.00 only because the prices are set on a community Ed break even scale. ½ will go to the WPTO. WPTO Events –

Molly was present - working together in the future and sharing with CE since it is hard to get helpers. We should help each other out because we are working for the same goal (benefit). Garden Meeting Information - A lot of ground work to be done before we can get started. Connie Rauterkus is looking into a grant and we will have to have the garden on school property with using part of the Prairie grass location. Summer Meetings - will be June 9th that is the last one and no meetings until September 8. The new items discussed were looking into creating events for girls, helping raise money for the Youth Girls softball field, and a Pink Pumpkin 5K in the fall.

6. BILLY RETZA – STUDENT COUNCIL REPRESENTATIVE: *Student Council*: Worked on cleaning up their section of Highway 141 on May 10th. They also held annual elections for members and officers. Class officers for the Sophomore Class are L. Ducaine - Pres., V Popp – Vice Pres., H Tate – Treas., E. Tomaszewski – Secretary. Junior Class are S. Atwood – Pres., H Moriva – Vice Pres., B Retza – Treas., M Waloway – Sec. Senior Class are R Hucek – Pres., T Gauthier – Vice Pres., A Barley – Treas., and A Piantine – Sec. Newly elected Student Council Officers are L Druckrey – Pres., A Zenil – Vice Pres., J Kempka – Treas./Sec. Also, the newly elected Student Representative for next year is T Gauthier. *NHS*: Members worked hard at cleaning up two yards for community service hours. Their elections will be held in the coming week.

XIII. INFORMATION/DISCUSSION

- A. M3 – WEA HEALTH INSURANCE PLAN DESIGN FOR 2014-2015: Mary Basel, our M3 representative, discussed options for insurance renewals effective 7/1/2014.
- B. 2014-2015 BUDGET UPDATE: Business Administrative Assistant Linda Tarmann discussed the 2014-2015 budget updates.
- C. 2014-2015 WEA DENTAL INSURANCE RATE: Tabled at this time to be discussed further at a Special Meeting.
- D. 2014-2015 WEA LIFE INSURANCE RATE: Tabled at this time to be discussed further at a Special Meeting.
- E. 2014-2015 WEA LONG TERM DISABILITY INSURANCE RATE: Tabled at this time to be discussed further at a Special Meeting.

- F. 2014-2015 SCHOOL CALENDAR: Mr. Mans asked the Board if there was any interest in changing or amending the School Calendar to reduce by ten days or five days to save transportation, custodial and energy costs. The savings for ten days would be about \$30,000, so five days would save about \$15,000. The curricular issues were also discussed if the days were adjusted in added time to comply with the state rules for minutes of instruction. There will be more discussion at a Special Meeting to be scheduled at a later date.

MOTION TO TAKE A FIVE MINUTE RECESS: Motion by Meissner, seconded by Neitzer to recess for five minutes. Motion carried 6-0.

MOTION TO GO BACK INTO SESSION: Motion by Mueller, seconded by Neitzer to go back into session. Motion carried 6-0.

- G. SOFTBALL FIELD: Mr. Mueller brought up the idea of building a softball field. He wanted Board discussion to find out if the idea was an option. One quote Mr. Mueller was able to find was \$70,000, but if the project was to be approved, it would have to be put out on bids. There was also discussion on how to justify taking the funds out of the budget. They discussed possibly looking into a grant or donations to fund the project. There was further discussion to schedule a Policy Committee meeting to possibly change our policy to allow Advertising/Naming Rights as a way to generate funding also. A Policy Committee meeting will be scheduled soon to discuss this option, as well as possibly a Trust Fund loan.

XIV. ITEMS SCHEDULED FOR ACTION

A. RESIGNATION(S)

1. PART TIME CUSTODIAN: Motion by Neitzer, seconded by Meissner to accept the resignation of Part-Time Custodian Theresa Shrader. Motion carried 6-0.
2. FRESHMAN/JV VOLLEYBALL COACH: Motion by Neitzer, seconded by Mueller to accept the resignation of Sharon Bernier as Freshman/JV Volleyball Coach. Motion carried 6-0.
3. 8TH GRADE BOYS' BASKETBALL COACH: Motion by Neitzer, seconded by Mueller to accept the resignation of Jeff Dorschner as 8th Grade Boys' Basketball Coach. Motion carried 6-0.

4. JV GIRLS' BASKETBALL COACH: Motion by Sotka, seconded by Meissner to accept the resignation of Scott Evosevich as JV Girls' Basketball Coach. Motion carried 5-0-1, with Dama abstaining.

B. APPOINTMENT(S)

1. ELEMENTARY VOLUNTEERS/CHAPERONES: Motion by Sotka, seconded by McFadden to approve the list of Elementary Volunteers/Chaperones as presented (see attached listing). Motion carried 6-0.
2. PART-TIME SUMMER LAWN CARE EMPLOYEE: Motion by Neitzer, seconded by Mueller to approve David Poh as Part-Time Summer Lawn Care employee. Motion carried 6-0.
3. SUMMER TECHNOLOGY EMPLOYEES: Motion by Sotka, seconded by Mueller to approve Zach Timblin and Lucas Wuensch as Part-Time Summer Technology employees. Motion carried 6-0.
4. SUBSTITUTE PARAPROFESSIONAL: Motion by Neitzer, seconded by Meissner to approve Kelly Blum as Substitute Para-Professional. Motion carried 6-0.
5. SUBSTITUTE FOOD SERVICE/CUSTODIAL: Motion by Neitzer, seconded by McFadden to approve Suzanne Nelson as Substitute Food Service/Custodial Employee. Motion carried 6-0.
6. SCHOOL NURSE: Motion by Neitzer, seconded by Mueller to approve Cynthia Kubicek as School Nurse. Motion carried 6-0.
7. ASSISTANT BASEBALL COACH: Motion by Mueller, seconded by McFadden to approve Scott Evosevich as Assistant Baseball Coach. Motion carried 6-0.
8. ASSISTANT SOFTBALL COACH: Motion by McFadden, seconded by Mueller to approve Jim Pickett as Assistant Softball Coach. Motion carried 6-0.
9. VARSITY VOLLEYBALL COACH: Motion by McFadden, seconded by Mueller to approve Kathy Lieuwen as Varsity Volleyball Coach. Motion carried 6-0.

10. SUBSTITUTE SCHOOL NURSE: Motion by Sotka, seconded by Meissner to approve Karolyn Golla as Substitute School Nurse. Motion carried 6-0.

- C. FEDERALLY MANDATED SCHOOL LUNCH COST INCREASE: Motion by Neitzer, seconded by Mueller to approve a ten cent per student meal increase in Federally Mandated School Lunch cost increase. Motion carried 5-1.

- D. EXTENDED CONTRACT FOR GUIDANCE COUNSELORS: Motion by Sotka, seconded by Neitzer to approve the extended the 10 day contracts for Guidance Counselors Robert Johnson and Toni Spalding. With some discussion of having this written into future contracts, the motion carried 4-2.

- E. CESA 7 CONTRACT FOR TITLE III CONSORTIUM: Motion by Neitzer, seconded by Meissner to approve the CESA 7 contract for Title III Consortium. Motion carried 6-0.

- F. 2014-2015 SCHOOL CALENDAR: There was no action on this item.

- G. 2014-2015 WIAA MEMBERSHIP: Motion by McFadden, seconded by Mueller to approve the 2014-2015 WIAA Membership. Motion carried 6-0.

- H. 2014-2015 FALL YOUTH OPTIONS REQUEST: Motion by McFadden, seconded by Meissner to approve an additional 2014-2015 Fall Youth Options request for Blueprint Reading/Metal Fabricating through NWTC. Motion carried 6-0.

- I. 2014-2015 WEA HEALTH INSURANCE PLAN DESIGN: Motion by McFadden, seconded by Mueller to table items I, J, K and L until a Special Meeting can be held for further discussion.

- J. 2014-2015 WEA DENTAL INSURANCE: Motion by McFadden, seconded by Mueller to table items I, J, K and L until a Special Meeting can be held for further discussion.

- K. 2014-2015 WEA LIFE INSURANCE: Motion by McFadden, seconded by Mueller to table items I, J, K and L until a Special Meeting can be held for further discussion.

- L. 2014-2015 WEA LONG TERM DISABILITY INSURANCE: Motion by McFadden, seconded by Mueller to table items I, J, K and L until a Special Meeting can be held for further discussion.

- XV. RECESS TO EXECUTIVE CLOSED SESSION FOR THE PURPOSE OF HEARING PARENT CONCERNS PURSUANT TO WISCONSIN STATUTES 19.85(1)(f).
Dama excused himself for the remainder of the meeting. Motion by McFadden, seconded by Mueller to recess to executive closed session as read at 7:53 p.m. Roll call vote was taken: Dama-Absent, Meissner-Yes, McFadden-Yes, Neitzer-Yes, Cherry-Absent, Mueller-Yes, Sotka-Yes. Motion carried.
- XVI. RECONVENE INTO OPEN SESSION AND TAKE ANY NECESSARY PUBLIC ACTION AS PER WISCONSIN STATUTE 19.85(2). Motion by McFadden, seconded by Sotka to reconvene into open session at 9:11 p.m.. BE IT NOTED that Mueller left during closed session. No further action was taken. Motion carried 4-0.
- XVII. ADJOURNMENT: Motion by McFadden, seconded by Sotka to adjourn at 9:12 p.m. Motion carried 4-0.

Prepared by:

Jannie Marsolek
Recording Secretary

Tim McFadden
Clerk

Michael Dama
President