

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

OFFICIAL MINUTES

Regular Meeting of the Board of Education.....April 16, 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; Jeff Baumann, High School Principal; Jeff Walsh, Elementary Principal; Jannie Marsolek, Administrative Secretary; Thomas White, Building, Grounds and Transportation Director, Mr. Kirchberg, Social Studies Teacher, and Trevor Gauthier, Student Council Representative.

Motion by Mueller, seconded by Meissner to move the meeting to the Auditoria. Motion carried 7-0. Meeting restarted at 6:10 p.m.

- IV. APPROVAL OF AGENDA: Motion by Meissner, seconded by McFadden to approve agenda as presented. Motion carried 7-0.

- V. CONSIDER MOTION TO APPROVE CONSENT AGENDA
 - A. MINUTES OF REGULAR MEETING MARCH 19, 2014
 - B. MINUTES OF SPECIAL MEETING APRIL 9, 2014
 - C. VOUCHERS
 - D. FINANCIAL REPORT

Motion by Neitzer, seconded by Mueller to approve consent agenda as presented, including vouchers 84239-84387 for a total of \$398,458.04 and Fund 60 vouchers 163926-163945 for a total of \$8,549.51. Motion carried 7-0.

- VI. PUBLIC INPUT: Mr. Kirchberg commented on the recent “Act 257” ruling, stating that school days may be cut, and wanted to voice his concern. He also handed out some information that he thought should be considered if the Board chooses to shorten school days. There were also many parents and students that commented over the recent “Cell Phone Incident” at the school. Both sides of the discussion were represented.

- VII. CORRESPONDENCE/RECOGNITION: Mr. Mans reported that the Wisconsin Association of School Nurses recognized Nurse Marcy for completing the 2012-2013 Health Services report. He thanked Nurse Marcy for her efforts. He also thanked the local Knights of Columbus for donating \$500 to our Special Education Department for technology improvements.

VIII. REPORT(S)

A. COMMITTEE REPORT(S)

1. BUILDINGS, GROUNDS & TRANSPORTATION: Mr. Dama reported that the Buildings, Grounds and Transportation Committee met earlier in the evening to discuss the open Bus Route next school year due to a bus driver retirement, ESG proposal to be forwarded to Board for approval, and the High School Softball field, and the summer lawn maintenance position.

B. ADMINISTRATIVE REPORTS

1. PATRICK MANS – SUPERINTENDENT: With Monday’s 2 hour delay, the District is now at the minimum number of instructional hours for the High School grades. The minimum required hours for 7-12 is 1137 annually. If we have any additional delays or early dismissals, the District will be below the allowable limit and may have state aid withheld. As a hedge against any additional early dismissals or late starts, the District will add 5 minutes per day starting Tuesday April 22, to the beginning of the High School day. Doing so will add 155 minutes amounting to 2 hours and 35 minutes of additional instructional time through the end of the school year. This change only impacts the High School and does not change the bus times. Notice will be sent to parents via an “all call”, an article in the P-Times and a note sent home with students. The change will also be noted on the District website.
2. JEFFREY WALSH – ELEMENTARY/MIDDLE SCHOOL PRINCIPAL:
The Professional Learning Communities (PLC) group met on Monday. We have been working all year on learning to run as a PLC and what goals we will have for next year. We will be attending the PLC Institute in Green Ban on May 20-22nd. There we will meet with other PLC schools, Institutes of Higher Education and DPI to learn about PLCs and partnerships available to us next year for the PLC.
Track has begun for the middle school. There have been no meets held yet because of the weather but they look forward to the season when it warms up later.
The 5-8 grade Choir and Band concerts will be held on Monday, April 28, 2014 at the elementary/junior high at 7:00 p.m. You are all invited to attend.
Four year old Kindergarten sign up has been held and we have had 51 students officially signed up. This number will most likely grow over the

summer, so we should have a big group coming into the 4K classroom next fall.

Before our next meeting, the 6th grade students will be going for the annual trip to Camp Bird. I am sure they will have a fun filled week and the counselors will teach them academically and environmentally. They are all looking forward to the week. Keith Thoreson again is the Camp Bird Coordinator.

The WPTO is planning a LUAU for April 24 from 3:30 until 6:00 p.m. This is the second annual Luau and this is just another example of what our parents are doing to offer great evening activities for the students. The Luau is also a fund raiser for the group and all of the money that they make is used to benefit the children of the Crivitz elementary/Middle School.

3. JEFF BAUMANN – HIGH SCHOOL PRINCIPAL: I would like to congratulate our March student award winners. The winners of the Student of the Month award for March were Madolyn Waloway and Cameron Fischer. Our Lunch Bunch winners were nominated by the science department – Julie Retza and Connie Rauterkus. Mrs. Retza chose Dustin McNamer to be her Lunch Bunch recipient, while Mrs. Rauterkus chose Kyle Gross. Congratulations to all!

A representative from Great Lakes Higher Education visited with our freshmen and sophomores and presented information called, “Plan your college land adventure early,” which included types of colleges, exploring careers, preparing for college, and financial aid information. This is one facet of our career and college readiness program that is beneficial for our students in preparing them for post-secondary education.

Graduation is becoming a reality for our seniors as there are now less than 20 school days remaining before they graduate. The senior advisors have held a number of meetings with the seniors and scholarship applications were due yesterday. They have 4 weeks of course work left, graduation practice on Friday, May 16, and the graduation ceremony on Saturday, May 17th.

Crivitz High School received our WKCE results from the state at the beginning of the week and we were happy with the results. We finished higher than the state average in 4 of the 5 categories – excluding social studies because of test discrepancies. In comparing our scores to the rest of the conference we ranked 3rd in language arts, 1st in math, 4th in reading, and 5th in science. Special recognition should go to our math department; they have now finished 1st in the conference 7 of the last 9 years and are the only school to finish above the state average every single year. Great job!

4. TOM WHITE, BUILDINGS, GROUNDS AND TRANSPORTATION DIRECTOR: *Bus Route*: Sandi Kadrlik, who has held a regular student transportation contract for several years, has decided to give up her route at the end of this school year. She leaves with 3 years remaining of her four year contract. I recommend that the route be let out for bids as soon as possible. *Energy Services Group*: You should have received a copy of the “Preliminary Facility Analysis Report” from Energy Services Group. If you have any questions or concerns regarding this report or their proposal, please contact me prior to Wednesday so I can respond appropriately. *HS Softball Field*: As was requested by board member Travis Mueller, we will be discussing the feasibility of a new softball field. In September of 2010, a bid from Richlen Excavating for a new field in the amount of \$41,941.00 was accepted, and subsequently retracted, by the board. *Summer Lawn Maintenance Position*: I am requesting the hire of a summer lawn maintenance person for 20 hours per week beginning in May and ending in September. Last year, we hired David Poh for \$7.25 per hour. David did an outstanding job for us and has already expressed interest in the position for this year.
5. JOLENE HUC – COMMUNITY EDUCATION DIRECTOR: No Report
6. TREVOR GAUTHIER FOR BILLY RETZA – STUDENT COUNCIL REPRESENTATIVE: *Student Council*: The picnic is scheduled for May 1st and will also be a PBIS incentive. 4 members will be going with Mr. Kirchberg on 4/27 to a state conference in Madison. *NHS*: The NHS members are getting ready for graduation. All 4 graduating members have completed their community service. The Blood Drive on 3/28 resulted in 35 donated units, with a total of 73 units, qualifying the NHS for a \$500 scholarship. *HI-Q*: The Hi-Q team came in 10th place out of 18 teams for the season. *FBLA*: Participated in two field trips. Once was to Minnesota, and the other to Milwaukee. *Science Club*: 2 field trips were scheduled to NWTC. One was a simulated gun range for Criminal Forensics’ students. The other was cadaver day for Anatomy/Physiology Class and Structure & Function Class. Also, there are trees coming on May 7th for Arbor Day. Each student will receive a free tree at no cost to the District. *Forensics*: The state competition resulted in 12 medals. 9 were Gold and 3 were Silver. *Rube-Goldberg*: They are discussing the results of their 13th place standings in this year’s competition. *YAODA*: Unfortunately, the “Every 15 Minutes” program was canceled. *Track, Baseball and Softball*: The team members are all patiently waiting for good weather to practice outside, and hopefully have a game.

IX. INFORMATION/DISCUSSION

- A. M3 – WEA HEALTH INSURANCE PLAN DESIGN FOR 2014-2015: Our M-3 Representative was unable to make this meeting, so it will be rescheduled to the May meeting.
- B. BOARD MEMBER VOLUNTEER FOR SCHOLARSHIP COMMITTEE: President Dama volunteered to be on the Scholarship Committee this year.
- C. BOARD SCHOLARSHIP: Mr. Mans discussed the normal scholarship procedures. Normally, the Board issues 2 scholarships in the amount of \$250 each. In the past, money was donated by Board Members. At some point, this practice changed, allowing interest earned on the Activity account to fund the scholarships in part or in full. With a change in GASB Accounting Standards, activity fund interest must now be returned to the activity fund. He asked if the Board was interested in volunteering any personal money to fund the scholarship, as it has been funded by Board Members from the beginning.
- D. SUMMER LAWN CARE POSITION: Mr. White discussed the 20 hour per week employee that he is asking to have approved. This is a minimum wage position that was offered last summer. Last year's summer helper has expressed his interest in the job again this summer.
- E. BOARD REPRESENTATIVE TO CESA 8 ANNUAL CONVENTION: Mr. Mans asked if any of the Board would be interested in being the Representative to CESA 8 at their annual convention held on May 29 at 7:00 p.m. at the CESA 8 offices in Gillett, WI. Lyle Cherry volunteered as representative.
- F. TECHNOLOGY ISSUES – SUMMER TECH HELP, COMPUTER ROTATION AND WIRELESS PROJECT: Mr. Schramm discussed several technology-related issues. He requested two 20-hour part-time assistants for the summer. As for computer rotation, he discussed the rotation schedule for 66 computers to be put out on bid. The last item discussed was looking into a wireless project, beginning with core key areas first, then completing the entire wireless project over a few fiscal years. He noted that he hopes to buy the equipment with remaining budget money, and will bring a couple of quotes to the Board in the near future.
- G. PROPOSAL FOR ADDITIONAL SPRING COACHES: Mr. Dorschner discussed the need to add an assistant coach to boys' basketball and girls' softball to make them comparable to other sports in terms of player participation. He asked the Board for permission to add these coaches at the same stipend as the other sports positions, as long as there were more than 14 students participating.

- H. ACT 257 AND ELIMINATION OF 180 REQUIREMENT: Mr. Mans discussed ACT 257 and the elimination of the 180 days requirement. He wanted to the Board to be aware of the potential savings of reducing the amount of days by adding minutes to school days, as well as a reduction in transportation costs, staff costs and energy costs during those days. He was not making a recommendation, but wanted the Board to be aware of new options of save rural districts money in the future. If anything should be changed for the next school year, something should be presented in the May meeting.
 - I. ENERGY SERVICES GROUP PROPOSAL: Mr. Mans presented the Board the option to discuss whether or not it wishes to further its relationship with ESG in committing to a detailed energy savings project plan. The detailed plan requires a commitment of \$14,000 to ESG in exchange for their finding sufficient energy savings projects, resulting in savings which would pay for the cost of the projects. ESG guarantees the savings, and if we don't see the savings as predicted, ESG cuts the District a check for the difference. This was discussed in the Buildings, Grounds and Transportation Committee meeting held earlier in the evening.
 - J. EXTRA-CURRICULAR REMUNERATION SCHEDULE – DANCE COACH: Mr. Mans discussed the addition of the Dance Coach Remuneration schedule, found in the Professional Staff Handbook. There has been a coach on staff, but is not listed in the handbook. The recommendation is to have the position, paid at \$3,188, the same as other head coaching.
 - K. 2014-2015 STUDENT ACCIDENT INSURANCE: Student Assurance Services, the District's student accident insurer, noted that the cost will remain unchanged from last year. The cost of the insurance again will be \$10,600.
 - L. 2014-2015 OPEN BUS ROUTE: Sandy Kadrlik notified us that she intends to retire at the end of this school year. This means that there will be an open bus route for the 2014-2015 school year. Mr. White discussed the options with the Board, and the Buildings, Grounds and Transportation Committee suggested putting the bid out one year at a time until the remaining bus contracts are due, which means that there will be three one-year contracts offered.
- X. ITEMS SCHEDULED FOR ACTION
- A. RESIGNATIONS
 - 1. EXERCISE ROOM SUPERVISOR: Motion by Neitzer, seconded by Mueller to approve the resignation of Ryan Aguilar as Exercise Room Supervisor. Motion carried 7-0.

2. EXERCISE ROOM SUPERVISOR: Motion by Meissner, seconded by Mueller to approve the resignation of Deven Huc as Exercise Room Supervisor. Motion carried 7-0.
3. 8TH GRADE VOLLEYBALL COACH: Motion by Sotka, seconded by McFadden to accept the resignation of Kathy Lieuwen as 8th Grade Volleyball Coach. Motion carried 7-0.
4. BUS DRIVER: Motion by Sotka, seconded by Meissner to accept the resignation of Sandy Kadrlik as Bus Driver at the end of the 2013-2014 school year. Motion carried 7-0.
5. SCHOOL NURSE: Motion by McFadden, seconded by Mueller to accept the resignation of School Nurse Marcy at the end of the 2013-2014 school year. Motion carried 7-0.

B. APPOINTMENT(S)

1. 2014 CAMP BIRD SENIOR COUNSELORS: Motion by Sotka, seconded by Meissner to approve the Camp Bird Senior Counselor list consisting of Angelena Volland, Jack Scheels, Jan Kaas, Jackie Scheels, Roman Miller, Ryan Reichardt, Scott Evosovich, Shane Graves and Shelly Vold. Motion carried 7-0.
2. JUNIOR HIGH TRACK COACH: Motion by McFadden, seconded by Meissner to approve Shane Graves as Junior High Track Coach. Motion carried 7-0.
3. ELEMENTARY VOLUNTEER/CHAPERONES: Motion by Cherry, seconded by Sotka to approve the attached list of Elementary Volunteer Chaperones. Motion carried 6-0-1 with Dama abstaining.
4. 2014 CAMP BIRD JUNIOR COUNSELORS: Motion by Meissner, seconded by McFadden to approve Charlie Dettmering, Courtney Kaldenberg, David Poh, Kolt Collier, Megan Bernston, Micah Sessler, Ruth Hucek, Sebastian Atwood, Sophi Dama and Trevor Gauthier as Camp Bird Junior Counselors. Motion carried 6-0-1 with Dama abstaining.
5. SUBSTITUTE KITCHEN HELP: Motion by Meissner, seconded by Cherry to approve Sharon Swanson as Substitute Kitchen Help. Motion carried 7-0.

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6. VOLUNTEER SPRING COACHES: Motion by Sotka, seconded by Meissner to approve Bob Johnson, Scott Evosovich, Jordon Hardy, Jim Pickett, Ali Hockers, Kayla Gauthier and Rhandi Brand as volunteer spring coaches. Motion carried 7-0.

- C. 2014 CAMP BIRD OUTING: Motion by Meissner, seconded by Cherry to approve the 2014 Camp Bird Outing as presented. Motion carried 7-0.

- D. CERTIFY ELECTION RESULTS: Motion by Meissner, seconded by McFadden to approve the 2014 Spring Election results as presented. Motion carried 5-0-2 with Dama and Cherry abstaining.

- E. SET BOARD ORGANIZATIONAL MEETING: Motion by McFadden, seconded by Mueller to approve the Board Organizational Meeting to be included in the May 21, 2014 Regular Meeting. Motion carried 7-0.

- F. SUMMER LAWN CARE POSITION: Motion by McFadden, seconded by Neitzer to approve a part time summer lawn care position. Motion carried 7-0.

- G. SUMMER TECHNOLOGY HELP: Motion by Mueller, seconded by Meissner to approve two 4-hour-per-day summer technology helpers. Motion carried 7-0.

- H. DPI SCHOOL DISTRICT RECORDS RETENTION SCHEDULE: Motion by Sotka, seconded by Meissner to approve the DPI School District Records Retention schedule as presented. Motion carried 7-0.

- I. ADDITIONAL SPRING COACHES: Motion by Sotka, seconded by Meissner to approve a Baseball and a Softball Assistant Coach if needed, based on student participation, effective immediately. Motion carried 7-0.

- J. ENERGY SERVICES GROUP PROPOSAL: Motion by Cherry, seconded by Sotka to approve the ESG Proposal as presented. Motion carried 4-3.

- K. 2014-2015 SCHOOL CALENDAR: Motion by Cherry, seconded by McFadden to table the motion to change of School Calendar to sometime in the summer to discuss again before making any changes to the 2014-2015 school calendar. Mr. Mans brought it to the Board's attention that this most likely will mean that timelines may not allow any change until the 2015-2016 school calendar. Motion carried 7-0.

- L. 2014-2015 STUDENT ACCIDENT INSURANCE: Motion by Meissner, seconded by Neitzer to approve the use of Student Assurance Services for the 2014-2015 school year. Motion carried 7-0.

- M. EXTRA-CURRICULAR REMUNERATION SCHEDULE – DANCE COACH: Motion by Neitzer, seconded by Meissner to add Extra-Curricular Dance Coach, paid at a head coach amount of \$3,188. Motion carried 7-0.
- N. 2014-2015 OPEN BUS ROUTE: Motion by Meissner, seconded by Cherry to allow the Open Bus Route to go out on bid for the 2014-2015 school year on a one-year contract. Motion carried 7-0.
- XI. ADJOURNMENT: Motion by Meissner, seconded by McFadden to adjourn at 8:05 p.m. Motion carried 7-0.

Prepared by:

Jannie Marsolek
Recording Secretary

Tim McFadden
Clerk

Michael Dama
President