

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

**OFFICIAL MINUTES**

Regular Meeting of the Board of Education.....October 25, 2017

- 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 Walsh – Elementary/Middle School Principal, Jeff Baumann – High School Principal, Tom White – Buildings, Grounds and Transportation Director, Linda Tarmann - Business Administrative Assistant, Jannie Marsolek - Administrative Secretary, Jeff Dorschner – Athletic Director, Nick Schramm – Technology Director, Alexandria Graves – High School Guidance Counselor, Shane Graves – Middle School Science Teacher, Roman Miller – Middle School Teacher, Toni Spalding – Elementary/Middle School Guidance Counselor, Molly Meyers – Varsity Volleyball Coach, Brian Kopfhammer – Band Director, Sharon Bernier – Middle School Teacher, and Patricia Lawrence – Paraprofessional.
- IV.    **APPROVAL OF AGENDA:** Motion by Heidewald, seconded by Cherry to approve the agenda as presented. Motion carried 7-0.
- V.      **CONSIDER MOTION TO APPROVE CONSENT AGENDA**
  - A.      **MINUTES OF REGULAR MEETING SEPTEMBER 27, 2017**
  - B.      **GENERAL FUND VOUCHERS AND FINANCIAL REPORT**
  - C.      **FUND 60 VOUCHERS AND FINANCIAL REPORT**Motion by Cherry, seconded by Grandaw to approve consent agenda as presented with General Fund vouchers 92520-92695 in the amount of \$268,868.07, and Fund 60 vouchers 164450-164467 in the amount of \$6,959.12. Motion carried 7-0.
- VI.    **PUBLIC INPUT:** There was no public input.
- VII.   **CORRESPONDENCE/RECOGNITION:** Mr. Mans recognized Nick Schramm and Eric Walters for having technology items ready for the start of school. He also recognized and thanked Nick Schramm and Jannie Marsolek for the work in setting up the new Frontline/Absence Management time off and substitute employee calling system. He then announced the Girls Varsity Volleyball team as 2017 M & O Champs, and congratulated them on their undefeated season. Coach Meyers introduced her team members, and also congratulated them on the great season.
- VIII.   **REPORTS**
  - A.      **COMMITTEE REPORTS**

1. POLICY COMMITTEE: Mrs. Heidewald reported that the committee met the prior evening to discuss the updated NEOLA Board policy updates. The committee recommended moving the list forward to the full Board for approval with the choices noted on page 2, paragraph 3 and 4 of Policy 7540.06 – Electronic Mail.
2. BUILDINGS, GROUNDS AND TRANSPORTATION COMMITTEE: Mr. Dama reported the committee met earlier in the evening and discussed the improvements to the Elementary playground. The committee recommended tabling the bid to look for a more economical dollar number.

B. ADMINISTRATIVE REPORTS

1. PATRICK MANS – DISTRICT ADMINISTRATOR: Mr. Mans reported on our enrollment increase, and the good and bad that comes from it. The good is that it increases the three year rolling average student count for revenue limit purposes, but the drawback is that we lose sparsity aid. He also reported that Cindy Kubicek, School Nurse, has informed him that the District is above the required 99% compliance rate for student immunizations, and hopes to have it at 100% by the Friday deadline.
2. JEFF WALSH – ELEMENTARY/MIDDLE SCHOOL PRINCIPAL: Mr. Walsh reported on the high school and middle school band and choir concert for the elementary/middle school students held in the large gym on Friday, October 20. He also reported on Jump Rope for Heart to raise money for the American Heart Association. Haunted Hallways and Bingo Night for K-8 students will be held on Thursday, October 26 from 3:30 – 5:30 p.m., including a meal for families, bingo, craft corners, story time, and movies, then Haunted Hallways for any children who wish to go, either with lights on or off for the brave. He finally reported that the fall sports of volleyball and football are complete, with boys' basketball beginning soon.
3. JEFF BAUMANN – HIGH SCHOOL PRINCIPAL: Mr. Baumann reported on the M & O Kickoff Banquet held at Romy's Holiday Inn in Kelly Lake, on Parent/Teacher conferences held on October 4<sup>th</sup> and October 11<sup>th</sup>, and on Homecoming activities, including the flag football game, since the scheduled game was canceled due to lack of opposing players. He thanked everyone for the successful planning, and Mr. Mans added a thank you as well to all involved in salvaging the game.
4. TOM WHITE – BUILDINGS, GROUNDS & TRANSPORTATION DIRECTOR: Mr. White reported that Mr. Mans, Mr. Walsh, Mr. Baumann, Mr. Cullen and he met with Ed Dorff, executive director of Wisconsin School Safety Coordinators Association to discuss the first steps toward developing our Emergency Operation Plan. He also reported that the bus request form on the school website has been transitioned to Google Forms for ease in submission, as well as to make the emailed and printed copies easier to read and comprehend.

He also reported that the electrical work for the concession stand is nearly complete. He thanked M & M Irrigation for trenching, Mertens Electric for power supply termination, and Mueller Electric for providing electrical work and wiring inside the building, all services at no cost to the district.

5. JOLENE HUC – COMMUNITY EDUCATION SUPERVISOR: There was no report. Mrs. Huc was absent.
6. JEFF DORSCHNER – ATHLETIC DIRECTOR: Mr. Dorschner reported on the very successful fall sports season. The Varsity Volleyball team finished the year 25-7-2 on the year including a 16-0 record in the M&O. The Cross Country Team had a very successful first year, but did not compete in conference play. The Varsity Football Team finished the regular season with a 6-3 record overall (5-2 in the MONLP Small behind Laona/Wabeno and Conference Champion Crandon). Finally, work is underway behind the new concession stand for a new batting cage that baseball and softball will be able to utilize this spring. Thanks to the generous donation from the Wolverine Sports Boosters, there will be a 70' by 30' batting cage, complete with concrete and turf. A big thank you to the Wolverine Sports Boosters, Jim Richlen, and Scott Richlen for helping with the project.
7. MADELIN EITING – STUDENT COUNCIL REPRESENTATIVE: Miss Eiting reported that the Student Council was recovering from Homecoming activities. There were 149 students who attended the dance. National Honor Society is preparing for the Induction Banquet on October 30 at Rene's Dining Room, and they are hosting a blood drive on November 8 here at the High School. Hi-Q is getting their resources ready for their first practice on November 1<sup>st</sup> with the first meet sometime January.

#### IX. INFORMATION/DISCUSSION ITEMS

- A. MIDDLE SCHOOL PROFESSIONAL LEARNING COMMUNITY REPORT: Mr. Graves, Mrs. Spalding, and Mr. Miller gave a presentation on the Middle School Professional Learning Committee (PLC) and its activities.
- B. APPOINT DELEGATE AND ALTERNATE TO WASB CONVENTION: Mr. Mans asked the Board who may be attending the WASB Convention, and of those, who would like to be the Delegate and the Alternate to represent our School Board. Kris Heidewald said she would be the Delegate, and Lyle Cherry said he would be the Alternate. It is up later in the meeting for a vote.
- C. JANUARY BOARD MEETING DATE: Mr. Mans asked the Board is the January Board meeting date could be moved to the 4<sup>th</sup> week in January due to the WASB Convention held during the 3<sup>rd</sup> week. It will be put for a vote later in the evening.

- D. 2017-2018 TAX LEVY: Mr. Mans reported that the 2017-18 tax levy was \$6,647,895, with a \$226,276 increase as estimated at the annual meeting due to the tax levy and open enrollment numbers and per pupil amounts. The mill rate was 7.286.
- E. MIDDLE SCHOOL CROSS COUNTRY: Mr. Dorschner discussed the possibility of starting a Middle School Cross Country team for grades 6-8 next year with the addition of a junior high coach. This would add approximately \$4,500 to the annual athletic budget.
- F. BID FOR ELEMENTARY GREEN SPACE UPGRADE: The Board discussed the bid for upgrading the Elementary playground green space. Only one bid was received from Richlen, and the Buildings, Grounds and Transportation committee recommended tabling the item at this time.
- G. HONORARY BUILDING/SITE NAMING REQUEST: Mr. Dama received a letter from former Elementary Principal Gene Chapman requesting that the High School library or other suitable area/building be dedicated/named after Mr. Gordon Reiden, who served for many years in the District as teacher, guidance counselor, and superintendent.
- H. 2018 SPRING BAND TRIP: Mr. Kopfhammer, Band Director, asked permission for the Band and Choir to go out of state, overnight, and out of school for a trip to St. Louis in April. This would be at no cost to the District.
- I. FIRST READING NEOLA BOARD POLICY UPDATES
  - 1. 0100 – DEFINITIONS (REVISED)
  - 2. 0131.1 – BYLAWS AND POLICIES (REVISED)
  - 3. 0144.1 – COMPENSATION (REVISED)
  - 4. 0164.2 – SPECIAL MEETING (REVISED)
  - 5. 0166 – AGENDA (REVISED)
  - 6. 2260 – NONDISCRIMINATION AND ACCESS TO EQUAL EDUCATIONAL OPPORTUNITY (REVISED)
  - 7. 2261.01 – PARENT PARTICIPATION IN TITLE I PROGRAMS (REVISED)
  - 8. 2370 – EDUCATIONAL OPTIONS (DELETE AND RENUMBER AS 8146)
  - 9. 2411 – SCHOOL COUNSELING (REVISED)
  - 10. 2430 – DISTRICT – SPONSORED CLUBS AND ACTIVITIES (REVISED)
  - 11. 2431 – INTERSCHOLASTIC ATHLETICS (REVISED)
  - 12. 3120.01 – JOB DESCRIPTIONS (REVISED)
  - 13. 3122.01 – DRUG-FREE WORKPLACE (REVISED)
  - 14. 4122.01 – DRUG-FREE WORKPLACE (REVISED)
  - 15. 5111 – ELIGIBILITY OF RESIDENT/NONRESIDENT STUDENTS (REVISED)
  - 16. 5130 – WITHDRAWAL FROM SCHOOL (REVISED)
  - 17. 5136 – PERSONAL COMMUNICATION DEVICES (REVISED)
  - 18. 5136.01 – TECHNOLOGY RESOURCES AND OTHER ELECTRONIC EQUIPMENT (REVISED)
  - 19. 5310.01 – EMERGENCY NURSING SERVICES (REVISED)

20. 5330 – ADMINISTRATION OF MEDICATION/EMERGENCY CARE (REVISED)
21. 5421 – GRADING (REVISED)
22. 5517- STUDENT ANTI-HARASSMENT (REVISED)
23. 5540 – THE SCHOOLS AND GOVERNMENTAL AGENCIES (REVISED)
24. 5610 – SUSPENSION AND EXPULSION (REVISED)
25. 5571 – SEARCH AND SEIZURE (REVISED)
26. 5830 – STUDENT FUNDRAISING (REVISED)
27. 6605 – CROWDFUNDING (NEW)
28. 6800 – SYSTEM OF ACCOUNTING (REVISED)
29. 7530.02 – STAFF USE OF PERSONAL COMMUNICATION DEVICES (REVISED)
30. 7540.03 – STUDENT TECHNOLOGY ACCEPTABLE USE AND SAFETY (REVISED)
31. 7540.04 – STAFF TECHNOLOGY ACCEPTABLE USE AND SAFETY (REVISED)
32. 7540.06 – ELECTRONIC MAIL (REVISION)
33. 7540.07 – DISTRICT-ISSUED STUDENT E-MAIL ACCOUNT (NEW)
34. 8146 – NOTIFICATION OF EDUCATIONAL OPTIONS (RENUMBERED FROM 2370 AND REVISED)
35. 8310 – PUBLIC RECORDS (REVISED)
36. 8320 – PERSONNEL RECORDS (REVISED)
37. 8320.01 – UNAUTHORIZED ACQUISITION OF STAFF PERSONAL INFORMATION (REVISED)
38. 8330 – STUDENT RECORDS (REVISED)
39. 8350 – CONFIDENTIALITY (REVISED)
40. 8452 – AUTOMATED EXTERNAL DEFIBRILLATORS (AED) (REVISED)
41. 8605 – USE OF ELECTRONIC WIRELESS COMMUNICATION DEVICES BY DISTRICT EMPLOYEES WHO OPERATE BOARD-OWNED OR OPERATED VEHICLES (REVISED)
42. 8800 – RELIGIOUS/PATRIOTIC CEREMONIES AND OBSERVANCES (REVISED)
43. 9700 – RELATIONS WITH NON-SCHOOL AFFILIATED GROUPS (REVISED)

Mr. Mans asked the Board to approve the policy updates as reported, with the changes as noted by Kris Heidewald in the Policy Committee report.

- J. HIGH SCHOOL EXAMS/ATTENDANCE PROCEDURES: Travis Mueller asked that this be brought back for discussion. The floor was opened up to the public, and there were many in the room that were able to speak in favor of keeping the policy, including students, parents and teachers. Each Board member had a chance to also express their opinions, as well as Mr. Baumann, who offered a few alternatives to the current procedure.

X. ITEMS SCHEDULED FOR ACTION

A. APPOINTMENT(S)

1. SUBSTITUTE TEACHER(S): Motion by Sotka, seconded by Huc to approve Bob Johnson and Carla Bushmaker as substitute teachers. Motion carried 7-0.
  2. SUBSTITUTE CUSTODIAN(S): Motion by Sotka, seconded by Grandaw to approve William Schwarz and Pam Weed as substitute custodians. Motion carried 7-0.
  3. SUBSTITUTE FOOD SERVICE EMPLOYEE(S): Motion by Heidewald, seconded by Grandaw to approve Cheryl Brojanac as substitute food service employee. Motion carried 7-0.
  4. SUBSTITUTE CLERICAL EMPLOYEE(S): Motion by Grandaw, seconded by Cherry to approve Pam Weed as substitute clerical employee. Motion carried 7-0.
  5. SUBSTITUTE PARAPROFESSIONAL: Motion by Grandaw, seconded by Heidewald to approve Ashley Broderick as substitute paraprofessional. Motion carried 7-0.
  6. PART-TIME CESA 8 PARAPROFESSIONAL: Motion by Grandaw, seconded by Heidewald to approve Karrie Blum as part-time CESA 8 paraprofessional. Motion carried 7-0.
  7. VOLUNTEERS/CHAPERONES: Motion by Cherry, seconded by Sotka to approve the list of volunteers/chaperones as presented. Motion carried 7-0.
- B. CERTIFY 2017-2018 TAX LEVY: Motion by Heidewald, seconded by Grandaw to certify the 2017-2018 tax levy in the amount of \$6,647,895 with a mill rate of 7.286. Motion carried 7-0.
- C. APPOINT DELEGATE AND ALTERNATE TO WASB CONVENTION: Motion by Dama, seconded by Sotka to appoint Kris Heidewald as WASB Convention Delegate, and Lyle Cherry as Alternate. Motion carried 7-0.
- D. JANUARY BOARD MEETING DATE: Motion by Cherry, seconded by Sotka to move the January 2018 Board meeting date to the 24<sup>th</sup> due to the WASB State Education Convention being January 17. Motion carried 7-0.
- E. SPRING 2018 YOUTH OPTIONS CLASSES: Motion by Grandaw, seconded by Sotka to approve the list of Spring 2018 Youth Options classes presented. Motion carried 7-0.
- F. MIDDLE SCHOOL CROSS COUNTRY: Motion by Heidewald, seconded by Dama to approve a Middle School cross country team with the hiring of a coach. Motion carried 6-0-1 with Grandaw abstaining.
- G. HONORARY BUILDING/SITE NAMING REQUEST: Motion by Heidewald, seconded by Huc to name the campus after Gordon P. Reiden. The motion was amended

- by Mr. Sotka to include a dedication ceremony and allowing the Superintendent to come up with an appropriate plan. The friendly amendment was accepted. Motion carried 7-0.
- H. BID FOR ELEMENTARY GREEN SPACE UPGRADE: Motion by Grandaw, seconded by Heidewald to table this item at this time. Motion carried 6-1 with Mueller opposed.
- I. 2018 SPRING BAND TRIP: Motion by Heidewald, seconded by Cherry to approve the 2018 spring band trip as proposed. Motion carried 7-0.
- J. FIRST READING NEOLA BOARD POLICY UPDATES: Motion by Grandaw, seconded by Sotka to approve the listed updates and addition as presented earlier. Motion carried 7-0.
- K. HIGH SCHOOL EXAMS/ATTENDANCE PROCEDURES: Motion by Heidewald, seconded by Grandaw to keep the existing procedure as is. After more discussion, Heidewald called a question and Grandaw seconded, and voting on ending the debate was 7-0. The original motion then carried 5-2 with Dama and Mueller opposing.
- XI. RECESS TO EXECUTIVE CLOSED SESSION AS PER WISCONSIN STATUTE 19.85(G) CONFERRING WITH LEGAL COUNSEL FOR THE GOVERNMENTAL BODY WHO IS RENDERING ORAL OR WRITTEN ADVICE CONCERNING STRATEGY TO BE ADOPTED BY THE BODY WITH RESPECT TO LITIGATION IN WHICH IT IS OR IS LIKELY TO BECOME INVOLVED.
- A. 2014 LAWSUIT  
Motion by Sotka, seconded by Cherry to recess to executive closed session as read at 7:30 p.m. Roll call vote was taken: Dama-Abstain, Sotka-Yes, Cherry-Yes, Mueller-Yes, Heidewald-Yes, Huc-Yes, and Grandaw-Yes. Motion carried. Mr. Dama recused himself from discussion.
- XII. RECONVENE INTO OPEN SESSION AND TAKE ANY NECESSARY PUBLIC ACTION: Motion by Heidewald, seconded by Sotka to reconvene into open session at 7:47 p.m. Motion carried 6-0. Mr. Dama rejoined the meeting and there was no further action taken.
- XIII. ADJOURNMENT: Motion by Grandaw, seconded by Sotka to adjourn at 7:48 p.m. Motion carried 7-0.

Prepared by:

Jannie Marsolek  
Recording Secretary

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Kris Heidewald  
Clerk

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Michael Dama  
President