

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

OFFICIAL MINUTES

Regular Meeting of the Board of Education.....August 19, 2015

- 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, Lyle Cherry, Tim McFadden, Cory Sotka, Travis Mueller, Kris Heidewald and Gary Huc. Others present: Patrick Mans, Superintendent; Jannie Marsolek, Administrative Secretary; Thomas White, Building, Grounds and Transportation Director; Linda Tarmann, Business Administrative Assistant; Jeff Baumann, High School Principal; Jeff Walsh, Elementary Principal; Nick Schramm, Technology Director and Jolene Huc, Community Ed Director.
- IV. APPROVAL OF AGENDA: Motion by Heidewald, seconded by Cherry to approve agenda as presented. Motion carried 7-0.
- V. CONSIDER MOTION TO APPROVE CONSENT AGENDA:
 - A. MINUTES OF REGULAR MEETING JULY 15, 2015
 - B. SPECIAL MEETING AUGUST 5, 2015
 - C. GENERAL FUND VOUCHERS
 - D. FUND 60 VOUCHERS
 - E. FUND 39 VOUCHERS
 - F. FINANCIAL REPORTMotion by Cherry, seconded by Sotka to approve consent agenda and financial report including General Fund vouchers 87512-87689 with a total of \$596,830.64, Fund 39 voucher 1022 in the amount of \$29,150.00, and Fund 60 vouchers 164186-164191 in the amount of \$3,398.91. Motion carried 7-0.
- VI. PUBLIC INPUT – Lynelle Caine commented on the positivity of hiring an additional Grade 3 teacher due to increased size in the classroom. She thanked the Board in advance of the decision.
- VII. CORRESPONDENCE/RECOGNITION: Mr. Mans reported that WASB sent a letter of acknowledgement of the 2015-16 WASB membership. A certificate was presented for framing.
- VIII. REPORTS:
 - A. COMMITTEE REPORT(S)
 1. POLICY COMMITTEE: Mr. Sotka reported that the committee met on 8/18 to discuss the teaching staff request to change the language of Board Policy 3432 – Employee Sick Leave. The committee recommended moving a change

in language to the full Board for approval. The change removes the language requiring health care provider signature on a form noting attendance at a pre-scheduled medical or dental appointment and replace it with the language that gives the administration the direction to ask for health care providers' signature on a District form noting attendance at the pre-scheduled medical or dental appointment.

2. PERSONNEL/NEGOTIATIONS COMMITTEE: Mr. Cherry noted that there was no meeting held.

B. ADMINISTRATIVE REPORT(S)

1. PATRICK MANS, SUPERINTENDENT: The 2015-2016 school year is fast approaching. In-service begins for new teachers on Monday, August 24. Veteran staff begin with in-service on Tuesday, August 25 and in-service activities continue through Thursday, August 27th. The Board is invited to join the entire staff for a welcome back lunch in the auditoria of the High School on Tuesday, August 25th at 12:15 p.m. On Monday, August 31st the teachers will be in preparing for the school year and a District wide open house will be held from 3:30-6:00 p.m. The Students first day back to school will be Tuesday, September 1st.

2. JEFF WALSH, ELEMENTARY/MIDDLE SCHOOL PRINCIPAL: On August 18 and today we had training for our new reading programs, Journeys for K-5 and Connections for grades 6-8. The teachers previewed these programs during last school year and we were able to purchase these for this school year. We are looking forward to the new programs helping our children grow in the areas of literacy education.

On Monday, the new teachers report to the buildings for new teacher orientation. The principals will meet and go over information with the teachers to acclimate them to the district and the respective schools. All teachers report to the buildings Tuesday the 25th and work through the Open House on the 31th. We are looking forward to a great year beginning on the Sept. 1.

Crivitz Junior High will again be working on in the State Personnel Development Grant. This is a grant we received to build Professional Learning Communities. We began this grant two years ago and have 3 years remaining in the grant funding. We have goals that were set in the spring that we will be working on as the year goes on.

The elementary and middle school custodians have done a great job on the building and it is pretty well set for the school year. Thanks to Mr. White and his crew for all of the hard work.

Finally, today I was able to open the letter from the Monsanto Corporation and the America's Farmers Grow Rural Education program. The envelope contained a check for \$25,000 for our Chromebooks for Crivitz grant-writing initiative. This grant should allow us to purchase an additional 2 carts of Chromebooks for our students in the elementary/junior high. Crivitz was one of only two school districts in the state to get this grant amount. This was a very

competitive grant and very difficult to attain. I would like to thank Lynelle Caine and Rachel Zeitlow for all of the help they gave me and specifically for all of their efforts in writing this grant for the students of Crivitz. They volunteered their time to work with us to write this grant. Their services would have cost us thousands of dollars had we purchased their time.

3. JEFF BAUMANN, HIGH SCHOOL PRINCIPAL: I am excited to announce that we will again be hosting a foreign exchange student. The young lady is from Australia and will be residing with the Jose family.

The custodial crew is making its final push to get ready for the 2015-16 school year. Classrooms have been torn apart and put back together again, walls have been repainted, and hallways have been stripped and re-waxed. I have heard many compliment about how nice the building looks and I would like to commend Tom White and the entire custodial staff for doing such an excellent job once again this summer.

We have finalized a new incentive at the high school that will allow students who have C's or better in all their classes to take drivers' education during resource hour. The school will not be paying for the class, but by allowing students to take it during resource period, it will help alleviate transportation issues for parents, it will allow students more time with their families – especially during the summer, and it will reduce the number of conflicts between sports and drivers' education.

The fall sports seasons have gotten underway at the high school. The football team began practice at the beginning of last week and competed in a scrimmage in Niagara last Friday. They will play their first game tomorrow night, against Bonduel, at Bayport High School, in a non-conference game. The volleyball teams began their seasons on Monday, and will play their first scrimmages tomorrow against Stephenson.

4. TOM WHITE, BUILDINGS, GROUNDS & TRANSPORTATION DIRECTOR: *Summer Cleaning:* The summer cleaning is nearly complete, and I want to commend the custodial staff for the outstanding job they did this summer to make our facilities look their best. *Elementary Parking Lot:* The elementary parking lot was pulverized, compacted and received 2 layers of asphalt. Weather permitting, the striping will be completed by the end of the week. *Elementary Sidewalks:* The sidewalks on the west side of the elementary building have all been replaced. Work has begun on the east side and the entire project should be completed before the start of school. *Lawn Maintenance Worker:* Our lawn maintenance worker, David Poh, will be working his last day for us on Thursday, September 20th (tomorrow), as he is leaving us to prepare for his transition to college life. I want to thank David, who started working for us when he was a sophomore, for the good work he has done for the district. It has been a pleasure to work with David and I wish him all success in his future endeavors.

5. JOLENE HUC, COMMUNITY EDUCATION DIRECTOR: No report.

IX. ITEMS FOR DISCUSSION:

- A. 2015-2016 COMMON CORE AND WI STATE ACADEMIC STANDARDS: Mr. Mans reported that a new state law included in the budget (Wisconsin Act 55 section 120.12(13)) requires that a school board annually approve the academic standards which will be adopted by the district for the school year. These are the same standards the District had last year, and it is just that now the Board is required to approve them annually and then notice the approved standards to the parents. An email will be sent to all parents as well, noting the location of the standards on the website. Information about the standards will also be included in the newsletter.
- B. 2015-2016 TRANSPORTATION HANDBOOK: Mr. White reported that there were no changes to the handbook as compared to last year. Although the bus drivers are given instruction in annual meetings, Mr. Huc asked if there could be a written policy added for when a child fails to get on a bus.
- C. 2014-2015 PREK-12 SECLUSION/RESTRAINT REPORT: There were no incidents to be reported.
- D. POLICY 3432 – EMPLOYEE SICK LEAVE - PROFESSIONAL STAFF MEDICAL APPOINTMENT LANGUAGE: Per professional staff request, the removal of the language requiring a health-care provider note for pre-arranged medical and dental appointments was discussed by the full Board. It was recommended to remove the requirement and replace it with “notes to be provided at District request”.
- E. 2015-2016 SPARSITY AID: Mr. Mans reported that, after final calculation and notification by DPI, we did not qualify for Sparsity Aid due to the summer school FTE calculation.
- F. ADDITIONAL ELEMENTARY TEACHER FOR 2015-2016 SCHOOL YEAR: Due to increased numbers in Grade 3, it was discussed whether or not the need for an additional teacher for one year only was discussed. Due to not qualifying for Sparsity Aid, it was discussed if, for one year only, the funds could come out of the fund balance if necessary. It was still an option, since the fund balance was still within a healthy range since the health insurance bridge amount was not fully utilized, and a portion of the projects ear-marked for fund balance monies were not completed. After discussion, it was decided that it was a good idea to hire an additional teacher with the specifications that this would be for one year only.

X. ITEMS SCHEDULED FOR ACTION:

- A. RESIGNATION(S):
 - 1. ELEMENTARY TEACHER – GRADE 2: Motion by Cherry, seconded by Mueller to approve the resignation of Vanessa Lecy with breach of contract penalty imposed. Motion carried 7-0.

2. STUDENT COUNCIL ADVISOR: Motion by Sotka, seconded by Huc to approve the resignation of James Kirchberg as Student Council Advisor. Motion carried 7-0.
3. J.V. GIRLS' BASKETBALL COACH: Motion by McFadden, seconded by Mueller to approve the resignation of Kayla Gauthier as J.V. girls' basketball coach. Motion carried 7-0.
4. MIDDLE SCHOOL VOLLEYBALL COACH: Motion by McFadden, seconded by Heidewald to approve the resignation of Middle School volleyball coach Rhandi Brand. Motion carried 7-0.

B. APPOINTMENTS:

1. ELEMENTARY TEACHER – GRADE 2: Motion by Heidewald, seconded by Sotka to approve Sheila Rich as elementary teacher – Grade 2. Motion carried 7-0.
2. PART-TIME FOOD SERVICE EMPLOYEE: Motion by Cherry, seconded by Sotka to approve Pauline Banaszak as part-time food service employee. Motion carried 7-0.
3. TWO 50% STUDENT COUNCIL ADVISORS: Motion by Dama, seconded by Mueller to approve James Kirchberg and Alexys Druckrey as co-advisors for student council. Motion carried 7-0.
4. SUBSTITUTE TEACHER: Motion by Sotka, seconded by Cherry to approve Karrie Blum as substitute teacher. Motion carried 7-0.
5. MUSIC – ATHLETIC AND SPECIAL COMMUNITY EVENTS DIRECTOR: Motion by Cherry, seconded by Sotka to approve Brian Kopfhammer as Music-Athletics and Special Community Events Director. Motion carried 7-0.
6. VOLUNTEERS/CHAPERONES: Motion by McFadden, seconded by Huc to approve Karrie Blum, Debbie Atwood, Alexys Druckrey and Danette Waloway as volunteers/chaperones. Motion carried 7-0.

C. SUBSTITUTE STAFF LIST: Motion by Cherry, seconded by Sotka to approve the list of substitute staff as presented. Motion carried 7-0.

D. DEBT SERVICE PAYMENT: Motion by Huc, seconded by Cherry to approve the debt service payment in the amount of \$29,150. Motion carried 7-0.

E. 2015-2016 TRANSPORTATION HANDBOOK: Motion by McFadden, seconded by Mueller to approve the 2015-2016 transportation handbook with an amendment by Huc to have written into the book regarding a policy to a child does not get on the bus when supposed to. Motion carried 7-0.

Minutes of Regular Meeting of the Board of Education

August 19, 2015

Page -6-

- F. 2014-2015 PREK-12 SECLUSION/RESTRAINT REPORT: Motion by Cherry, seconded by Heidewald to approve the 2014-2015 PreK-12 Seclusion/Restraint Report as presented. Motion carried 7-0.
- G. 2015-2016 COMMON CORE AND WI STATE ACADEMIC STANDARDS: Motion by Heidewald, seconded by Huc to approve the 2015-2016 Common Core and WI State Academic Standards as read by Mr. Dama. Motion carried 7-0.
- H. POLICY 3432 – EMPLOYEE SICK LEAVE - PROFESSIONAL STAFF MEDICAL APPOINTMENT LANGUAGE: Motion by Sotka, seconded by Cherry to approve the first reading of changes to Policy 3432-Employee Sick Leave-Professional Staff Medical Appointment Language to remove the requirement of having a signed note from a healthcare provider and replace it with “notes to be provided at District request”. Motion carried 6-1.
- I. ADDITIONAL ELEMENTARY TEACHER FOR 2015-2016 SCHOOL YEAR: Motion by Heidewald, seconded by Sotka to approve the hiring of an additional one-year-only teacher for the 2015-16 school year. Motion carried 7-0.
- XI. ADJOURNMENT: Motion by McFadden, seconded by Heidewald to adjourn at 6:51 p.m. Motion carried 7-0.

Prepared by:

Jannie Marsolek
Recording Secretary

Tim McFadden
Clerk

Michael Dama
President