

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

OFFICIAL MINUTES

Regular Meeting of the Board of Education.....December 16, 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; Linda Tarmann, Business Administrative Assistant; Jannie Marsolek, Administrative Secretary; Thomas White, Building, Grounds and Transportation Director; Jeff Baumann, High School Principal; Jeff Walsh, Elementary Principal; Nick Schramm, Technology Coordinator and Jolene Huc, Community Ed Director.
- IV. APPROVAL OF AGENDA: Motion by Cherry, seconded by Heidewald to approve agenda as presented. Motion carried 7-0.
- V. CONSIDER MOTION TO APPROVE CONSENT AGENDA:
 - A. MINUTES OF REGULAR MEETING NOVEMBER 18, 2015
 - B. GENERAL FUND VOUCHERS AND FINANCIAL REPORT
 - C. FUND 39 VOUCHERS AND FINANCIAL REPORT
 - D. FUND 60 VOUCHERS AND FINANCIAL REPORT

Motion by Cherry, seconded by Sotka to approve consent agenda and financial report including General Fund vouchers 88357-88554 with a total of \$396,325.73 and Fund 60 vouchers 164209-164227 for a total of \$16,806.60 with voids of 164214 and no Fund 39 vouchers. Motion carried 7-0.

- VI. PUBLIC INPUT: There was no public input.
- VII. CORRESPONDENCE/RECOGNITION: Mr. Mans thanked the teaching staff, custodial staff, Mrs. Langer, Mr. Kopfhammer, Jolene Huc for her help with the cookie sale, and Ginger Deschane for help with the bucket raffles for the Elementary Christmas concert. He also thanked Jerry Swanson for his donation of a radial arm saw for the Crivitz High School.
- VIII. REPORTS
 - A. COMMITTEE REPORTS
 1. BUILDING, GROUNDS & TRANSPORTATION: Mr. Dama reported that he committee met earlier in the evening to discuss department budget issues including replacing some of the flooring in the Elementary school, sealing and striping the track, high school flooring, and cabinets in the administrative office

of the Elementary school. They also discussed implementing a vehicle rotation schedule. They also discussed room usage in the High School, primarily about the former Home Ec room and the thought to make it available for use to all teachers and clubs during the school day, student activity during the school day, and Community Ed after hours. The process was discussed at length, and the current process will be kept at this time. Facilities Usage Requests can be submitted online.

2. CURRICULUM: Mr. Sotka reported that the committee met on December 15 to discuss adding a new graduation requirement of a personal finance class, and recommended moving forward to the full Board that the class begin with this year's sophomores. They also discussed raising Youth Options credit class credit value per semester from .25 to .50 per semester, which will also be moved to the full Board for approval.
3. PERSONNEL/NEGOTIATIONS: Mr. Cherry reported that the committee met earlier tonight to discuss the two part-time IT Technician job positions. They recommended moving Bryan Anderson and Kevin Schmidt for approval by the full Board.
4. POLICY: Mr. Sotka reported that the committee met on December 15 to discuss numerous policy changes and additions. It was recommended that the first reading be approved with the additional updates noting the following: Board Bylaw 0140 – Vacancies page 15 of 15 will include checking the boxes adding “or another Board member”. Board Policy 2421 – Career and Technical Education Program page 1 of 2 will remove “Family and Consumer Education” as it is no longer offered as an elective class at the High School. New Board Policy 3230 – Conflict of Interest page 2 of 3 will include checking the box adding “the provision of any private lessons or services for a fee”.

B. ADMINISTRATIVE REPORT(S)

1. PATRICK MANS – SUPERINTENDENT: In a rare display of bipartisanship the federal Elementary and Secondary Education Act, most often referred to as No Child Left Behind, which has been on the books since 2002, has been rewritten by congress. No Child Left Behind's attempt at closing the achievement gap through federally mandated high stakes achievement testing and harsh sanctions on schools and states for not meeting federally imposed benchmarks was a failure and did not accomplish its goals. It has been replaced by what is being referred to as ESSA or the Every Student Succeeds Act. The new legislation shifts the balance of power in education from Washington back to the states. The federal education department can no longer use the threat of withholding federal money in an effort to get states to comply with unreasonable federal education mandates. States are still required to test students in reading and math from third through eighth and once in high school. In addition, states are freer to design the achievement tests to be used for annual testing. Student achievement data and other measures of school success will be

used by states to evaluate schools with a requirement of states providing interventions for the weakest 5% of schools. The new law retains the mandate that school and district test scores be published. From an education standpoint, this rewrite of federal education law is a welcome shift back to local control of public education.

Christmas break is right around the corner and will begin on Thursday, December 24 and conclude on Sunday, January 3. The students will return on Monday, January 4.

The first semester will conclude on Thursday, January 21 with an in-service for staff on Friday, January 22.

Finally, I would like to wish the Board of Education, staff, students, parents, and community a very Merry Christmas and Happy New Year.

2. JEFF BAUMANN – HIGH SCHOOL PRINCIPAL: On Monday, November 16, Eric Szatkowski, a retired agent from the Wisconsin Department of Justice, spoke to our student body about internet safety. He had a long career investigating and prosecuting sexual predators that use the internet to lure teens and children. It was an informative assembly and the kids seemed interested in what Mr. Szatkowski had to say.

Mr. Mans, Mr. Johnson, and I attended a Triton meeting to continue mapping out the future of the Triton network in CESA 8. The shift has been to move to a more blended format to be more accommodating for students who wish to add Triton classes to their schedules. It should add much more versatility to the courses we can offer our students.

The elementary Christmas concert was held in the high school gymnasium on Monday, December 7. The gym was packed, as usual, and I have heard many positive comments about the students' performances. Congratulations to Brian Kopfhammer and Heather Langer for such positive results from all the hard work they put in.

Congratulations to Madelyn Eiting, Jordan Kusba, and Allison Wuensch for winning the November Student of the Month awards and being awarded a Crivitz Wolverines tote bag. Also, congratulations goes out to Tara Wieting and Ryan Tate for being elected November's Lunch Bunch students and receiving a free Subway lunch. Lastly, congratulations to Nicholas Chapman and Peyton Kaldenberg for being nominated as November's Athletes of the Month.

3. JEFF WALSH – ELEMENTARY/MIDDLE SCHOOL PRINCIPAL: This fall, Mrs. Shubert began working with her students on some basic programming in computers class.

We had the Elementary Christmas Concert on the 7th of December. I am not sure if it can get any bigger than it was this year. It seems that we have a larger crowd every year. This is a good sign from the parents and relatives that the children in Crivitz really do matter. Thanks to all involved in the program from the people who set it up to the kids performing and the directors and volunteers selling raffle tickets.

Middle School Boys Basketball will be done next week. There are two games left. Then after Christmas break, Middle School Girls Basketball will have their turn at the gymnasium. The middle school boys are working on fundamentals and teamwork. They are having some success, but the true goal of the program is to get better at the skills of the game.

With our Professional Learning Communities Grant, the teachers worked with the students in 7th and 8th grade to set academic goals for the second quarter. These goals will then be discussed at the student-led conferences to be held in February. These conferences are set up to let the students in 7th and 8th grade showcase their learning plans and explain to their parents how they have been successful in school and also to discuss some ways that they can do better in school. This will be an ongoing thing with the students throughout the second and third quarters.

The 7-12 Concert will take place on Monday, December 21 at 7:00 in the Auditoria. Everyone is invited to attend.

On November 20, 15 student council students went to visit at New Care with Mrs. Spalding. The student council members spent an hour with the residents and did the ladies' nails and just visited with them. They also made a cheesecake with the residents and popped it in the oven for later. Also, some of the male residents visited with the girls and showed them some carving. A return trip is planned in the near future.

Finally, I would like to wish you all a Merry Christmas and a Happy New Year.

4. TOM WHITE – BUILDING, GROUNDS & TRANSPORTATION DIRECTOR: *Security Cameras:* We are in the process of installing more cameras and video storage capability at each building. M&M Automated Services, who has installed all of our cameras to date, has been pulling wire and installing the new cameras. They hope to have the work completed before the start of the New Year. *Mock OSHA Inspection:* MacNeil Environmental, our compliance monitoring contractor, conducted a mock OSHA inspection at both buildings. Their recommendations included adding signage to identify fire extinguisher locations, adding an eyewash station in the tech ed areas, and cleaning up some cluttered areas in the buildings. We will be addressing these issues during the Christmas break. *Christmas Trees:* I want to thank North Countree Christmas Trees for donating our Christmas Trees again this year. I also want to thank the members of the National Honor Society who decorated the large tree in the hallway. *Emergency Preparedness Seminar:* On Wednesday, December 9th, I attended an emergency preparedness seminar hosted by our insurance company, M3. The free seminar, held at Kaukauna High School, was very informative and the knowledge gained will be helpful as we continue to develop our Emergency Plan.
5. JOLENE HUC – COMMUNITY EDUCATION DIRECTOR: Mrs. Huc reported that the committee met on December 2. They baked cookies for the band/choir Washington D.C. fundraiser with 6 students and 2 adults helping

each of the 7 days. On the last day there were 10 students plus 3 adults. She thanked the chorus and band students and parents for their help. The cookies looked very professional, and the students learned various ways to bake them, including using a candy thermometer. Community Ed is working on their scholarship. They continued to discuss the requirements, and they are putting together ways that students can achieve these scholarships. They are also going to revisit the community garden. Community Ed also voted to support the Community Ed girls' basketball and their tournaments. Winter tumbling starts January 12. Finally, the next meeting is January 13.

6. BILLY RETZA – STUDENT COUNCIL REPRESENTATIVE: Mr. Retza reported that Student Council is planning Christmas activities of Christmas Trivia and the student/faculty basketball game. NHS is working on completing community service. Hi-Q has a practice meet scheduled at UW Marinette on December 7 and is awaiting the rest of the schedule. Science Club is fundraising and has received 2 3-D printers for the Fab Lab and are looking to contact donors for photos with the printers.

IX. INFORMATION/DISCUSSION ITEMS

- A. 2014-2015 AUDIT REPORT: Karen Kerber of Kerber & Rose reported via phone conference on the 2014-2015 audit report. She walked the Board through the audit and explained how the report was prepared. She added that the school has a healthy fund balance of around 39%, and that on a short-term basis, the District is in a good position to meet its needs.
- B. VIDEO STREAMING OF GAMES/MATCHES IN GYMNASIUM: Mr. Baumann reported that we have begun using a video service, Eye In the Sky Sports, to live-stream athletic contests from our high school gym. This will allow parents, grandparents and friends who may be unable to attend the games/matches the ability to watch the contests at home via video stream. This system comes at no cost to the District except for the installation of the hardware and will likely create a small amount of revenue for the District by the selling of subscriptions. Mr. Huc asked if there would be any liability to maintain the equipment, and Mr. Baumann reassured him that there would be no cost involved.
- C. YOUTH OPTIONS CLASSES CREDIT VALUE: Mr. Baumann and Mr. Johnson are asking the Board to consider increasing the high school credit value of youth options classes from .25 credit to .50 credit. This would bring these classes in line with the credit value of other high school classes of similar rigor and length. Youth options classes include those through universities and NWTC such as UW-Marinette's Western Civilization and NWTC's welding classes. This item was brought to the Curriculum Committee recently.

- D. FINANCIAL LITERACY CLASS AS A GRADUATION REQUIREMENT: Mr. Johnson and Mr. Baumann are asking that the Board include a personal finance class as a graduation requirement beginning with this year's freshman or sophomore class.
- E. RESOLUTION TO APPROVE TAX ANTICIPATION NOTE FOR CASH FLOW PURPOSES: Five banks were notified of our request for quote for tax anticipation note for cash flow purposes. Two banks, Stephenson National Bank and Farmers & Merchants Bank sent quotes back. Stephenson National Bank had the best interest rate for the term of the note so their quote was recommended.
- F. 2015-2016 BUDGET REVISION: Ms. Tarmann explained some adjustments that are needed to this year's budget. Budget revisions are a normal part of the budgeting process as actual costs for the year become clearer as the year progresses. It is also a required part of the annual auditing process.
- G. FIRST READING OF NEOLA BOARD POLICY UPDATES:
 - 1. BYLAW 0100 – DEFINITIONS
 - 2. BYLAW 0142.5 – VACANCIES
 - 3. BYLAW 0142.7 – ORIENTATION
 - 4. BYLAW 0145 – SEXUAL AND OTHER FORMS OF HARASSMENT
 - 5. BYLAW 0174.3 – OTHER REPORTS
 - 6. POLICY 1213 – STUDENT SUPERVISION AND WELFARE
 - 7. POLICY 1241 – NON-REEMPLOYMENT OF THE DISTRICT ADMINISTRATOR
 - 8. POLICY 1260 – INCAPACITY OF THE DISTRICT ADMINISTRATOR
 - 9. POLICY 1630.01 – FAMILY & MEDICAL LEAVE OF ABSENCE (“FMLA”)
 - 10. POLICY 2260.01 – SECTION 504/ADA PROHIBITION AGAINST DISCRIMINATION BASED ON DISABILITY
 - 11. POLICY 2261 – TITLE I SERVICES
 - 12. POLICY 2421 – CAREER AND TECHNICAL EDUCATION PROGRAM
 - 13. POLICY 2440 – SUMMER SCHOOL
 - 14. POLICY 3120.08 – EMPLOYMENT OF PERSONNEL FOR CO-CURRICULAR/EXTRA-CURRICULAR ACTIVITIES
 - 15. POLICY 3120.09 – VOLUNTEERS
 - 16. POLICY 3121 – CRIMINAL HISTORY RECORD CHECK
 - 17. POLICY 3230 – CONFLICT OF INTEREST
 - 18. POLICY 3281 – PERSONAL PROPERTY OF STAFF MEMBERS
 - 19. POLICY 3430.01 – FAMILY AND MEDICAL LEAVE OF ABSENCE (FMLA”)
 - 20. POLICY 3431 – EMPLOYEE LEAVES
 - 21. POLICY 4120.09 – VOLUNTEERS
 - 22. POLICY 4121 – CRIMINAL HISTORY BACKGROUND CHECK
 - 23. POLICY 4124 – LETTER OF REASONABLE ASSURANCE
 - 24. POLICY 4230 – CONFLICT OF INTEREST

25. POLICY 4281 – PERSONAL PROPERTY OF STAFF MEMBERS
26. POLICY 4430.01 – FAMILY & MEDICAL LEAVE OF ABSENCE (“FMLA”)
27. POLICY 4431 – EMPLOYEE LEAVES
28. POLICY 5111 – ELIGIBILITY OF RESIDENT/NONRESIDENT STUDENTS
29. POLICY 5113 – OPEN ENROLLMENT PROGRAM
30. POLICY 5113.01 – COURSE OPTIONS
31. POLICY 5114 – NONIMMIGRANT STUDENTS AND VISITOR PROGRAMS
32. POLICY 5350 – STUDENT SUICIDE
33. POLICY – 5514.01 – STUDENT USE OF MOTOR VEHICLES
34. POLICY 5540 – THE SCHOOLS AND GOVERNMENTAL AGENCIES
35. POLICY 5605 – SUSPENSION/EXPULSION OF STUDENTS WITH DISABILITIES
36. POLICY 5630.01 – USE OF RESTRAINT AND SECLUSION WITH STUDENTS
37. POLICY 5730 – EQUAL ACCESS FOR NONDISTRICT-SPONSORED, STUDENT CLUBS AND ACTIVITIES
38. POLICY 5751 – SCHOOL AGED PARENTS AND MARRIED STATUS OF STUDENTS
39. POLICY 6108 – AUTHORIZATION TO MAKE ELECTRONIC FUND TRANSFERS
40. POLICY 8120 – VOLUNTEERS
41. POLICY 8330 – STUDENT RECORDS
42. POLICY 8390 – ANIMALS ON DISTRICT PROPERTY
43. POLICY 8410 – SCHOOL SAFETY AND CRISIS INTERVENTION
44. POLICY 8431 – PREPAREDNESS FOR TOXIC HAZARDS
45. POLICY 8600 – TRANSPORTATION

Mr. Mans discussed the first reading of the NEOLA policy updates. The recommend changes were noted with the Policy Committee report. There were no other questions presented.

X. ITEMS SCHEDULED FOR ACTION

A. APPOINTMENTS:

1. TECHNOLOGY DEPARTMENT SUPPORT TECHNICIAN(S): Motion by Sotka, seconded by Cherry to approve Bryan Anderson and Kevin Schmidt as part time technology department support technicians. Motion carried 7-0.
2. VOLUNTEER/CHAPERONES: Motion by McFadden, seconded by Heidewald to approve the list of volunteers/chaperones. Motion carried 7-0.

- B. 2014-2015 AUDIT REPORT: Motion by Heidewald, seconded by Cherry to approve the 2014-2015 audit report as presented by Karen Kerber of Kerber Rose. Motion carried 7-0.
 - C. RESOLUTION TO APPROVE TAX ANTICIPATION NOTE FOR CASH FLOW PURPOSES: Motion by Heidewald, seconded by Huc to approve the resolution to approve tax anticipation note for cash flow purposes. Roll call vote was taken: Dama-Yes, McFadden-Yes, Cherry-Yes, Mueller-Yes, Sotka-Yes, Heidewald-Yes, Huc-Yes. Motion carried.
 - D. 2015-2016 BUDGET REVISION: Motion by Cherry, seconded by Sotka to approve the 2015-2016 budget revision as presented by Linda Tarmann. Motion carried 7-0.
 - E. YOUTH OPTIONS CLASSES CREDIT VALUE: Motion by Cherry, seconded by Huc that the Youth Options class credit value be increased from .25 to .5 credits per semester with attorney approval. Motion carried 7-0.
 - F. PERSONAL FINANCE CLASS AS A GRADUATION REQUIREMENT: Motion by Heidewald, seconded by Cherry to approve a personal finance class as a graduation requirement beginning with this year's sophomore class. Motion carried 7-0.
 - G. FIRST READING OF NEOLA BOARD POLICY UPDATES: Motion by Sotka seconded by Heidewald to approve the first reading of NEOLA policy updates with revisions as noted earlier. Motion carried 7-0.
- XI. ADJOURN TO CLOSED SESSION AS PROVIDED BY STATE STATUTE 19.85(1)(c); CONSIDERING EMPLOYMENT, PROMOTION, COMPENSATION OR PERFORMANCE EVALUATION DATA OF ANY PUBLIC EMPLOYEE OVER WHICH THE GOVERNMENTAL BODY HAS JURISDICTION OR EXERCISES RESPONSIBILITY:
- A. EVALUATION
 - 1. NEW TEACHERS
 - 2. HIGH SCHOOL PRINCIPAL
 - 3. ELEMENTARY/MIDDLE SCHOOL PRINCIPAL
 - 4. DISTRICT ADMINISTRATOR
 - B. ONE YEAR CONTRACT EXTENSION
 - 1. DISTRICT ADMINISTRATOR
 - 2. ELEMENTARY/MIDDLE SCHOOL PRINCIPAL
 - 3. HIGH SCHOOL PRINCIPAL

Motion by McFadden, seconded by Cherry to adjourn to closed session at 7:15 p.m. as read. Roll call vote was taken: Dama-Yes, McFadden-Yes, Cherry-Yes, Mueller-Yes, Sotka-Yes, Heidewald-Yes, Huc-Yes. Motion carried.

XII. RECONVENE INTO OPEN SESSION AND TAKE ANY NECESSARY PUBLIC ACTION AS PER WISCONSIN STATUTE 19.85(2)

Motion by Heidewald, seconded by Mueller to reconvene into open session at 9:17 p.m. Motion carried 7-0.

Motion by Cherry, seconded by McFadden to extend administrative contracts by one year. Motion carried 7-0.

XIII. ADJOURNMENT: Motion by McFadden, seconded by Heidewald to adjourn at 9:19 p.m. Motion carried 7-0.

Prepared by:

Jannie Marsolek
Recording Secretary

Tim McFadden
Clerk

Michael Dama
President