

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

OFFICIAL MINUTES

Regular Meeting of the Board of Education.....October 16, 2013

- I. CALL TO ORDER: The regular meeting of the Board of Education was called to order by President Dama at 6:03 p.m.
- II. PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was recited.
- III. ROLL CALL: The following members were present: Michael Dama, Tim McFadden, Martha Neitzer, Travis Mueller, Cory Sotka and Jane Meissner. Lyle Cherry was absent. 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; Nick Schramm, Technology Coordinator; Jolene Huc, Community Ed Director; Jeff Dorschner, Athletic Director and Daren Sommerfeldt, Business Ed Teacher.
- IV. APPROVAL OF AGENDA:
 - A. CONSIDER MOTION TO APPROVE CONSENT AGENDA
 - B. MINUTES OF REGULAR MEETING SEPTEMBER 18, 2013
 - C. VOUCHERS
 - D. FINANCIAL REPORT

Motion by Meisner, seconded by McFadden to approve consent agenda as discussed by Neitzer with approval of vouchers 83161 – 83317 in the amount of \$319,938.72 with voids of 83040, 83052, 83094, 83151, and Fund 60 with vouchers of 163820 – 163826 for a total of \$5,406.86. Motion carried 6 – 0.

- V. PUBLIC INPUT: The issue of weighting grades was discussed.
- VII. CORRESPONDENCE/RECOGNITION: Mr. Mans extended a thank you to the Trinity Church for the meal they provided for staff prior to evening Parent-Teacher conferences.
- VIII. REPORTS
 - A. COMMITTEE REPORT(S)
 - 1. BUILDING, GROUNDS & TRANSPORTATION: Mr. White reported that the committee met on October 2nd to discuss scoreboards for the high school gymnasium, the Community Ed. fitness equipment location, vehicle fuel and alternative energy possibilities.

2. **POLICY COMMITTEE:** Mr. Dama reported that the committee met earlier in the evening to discuss the pediculosis policy and the NEOLA policy updates. The recommendation was to leave the pediculosis policy as is and the NEOLA policy updates will be put through for full Board approval later in the meeting.

B. ADMINISTRATIVE REPORTS

1. **MR. MANS – DISTRICT ADMINISTRATOR:** The School District of Crivitz recently received an \$83,647 check from Focus On Energy for completing several energy efficient upgrades including lighting retrofits, variable speed drives, steam trap repair and replacement, vending machine controls and HVAC equipment tune up. The energy efficiency upgrades will also allow the District to continue to reap energy savings in the future. A big thank you goes out to the folks at Focus, the Buildings, Grounds & Transportation Committee, Mr. White our Director of Buildings and Grounds and his staff for getting the work done and making these efficiencies possible.

A thank you goes out to Nurse Marcy for running the flu shot clinics here at school. About 20% of the students and a large number of staff members were given the flu shot in an effort to prevent health issues and curb absenteeism due to the flu.

Recently, it has been reported that the state legislature and Governor are working on legislation which would add an additional \$100 million to school aid over the next two years. \$40 million in 2013-2014 and \$60 million in 2014-2015. It has been reported that this money is the result of an unforeseen increase in state revenues. It is important to note that this increased aid to public schools will not result in ANY increase to public schools' operating budgets. Instead it will result in a property tax reduction. The reason for this is because of the way public schools are funded in WI. Due to actions of the state legislature in the mid 1990's public school districts in WI operate under revenue limits. This means that public school districts are only allowed to annually raise revenue in an amount specified by the legislature. Public school district operating budgets are derived from two main sources, one is state aid and the other is the local tax levy. This \$100 million is slated to be given to school districts as state aid. It will not however result in any increased revenues for public school districts because revenue limits will result in an equal amount of money being removed from the tax levy side of the revenue limit worksheet. The net result is that public school districts and thereby

public school students will not see a single additional dollar for operating schools. 100% of the \$100 million in additional state revenue will be used for a property tax reduction which will average approximately \$13 dollars per property paying household across the state. Even that number is deceiving because the manner in which the \$100 million will be applied to property tax savings results in vastly different amounts of tax relief in individual school districts. For example based on numbers released by the Legislative Fiscal Bureau, the School District of Crivitz will receive a total of \$73 of additional state aid. Which means that because of revenue limits, the school district tax levy would be reduced by a corresponding \$73, resulting in the entire property tax base of the School District of Crivitz saving a total of \$73. That is NOT each – that is a total of \$73, district wide. This fractionally small amount is because the School District of Crivitz gets very little state aid compared to some other districts in the area. Only approximately \$530K of our approximately \$7 million dollar annual budget is state aid. The more state aid a district gets the more money it would receive from this property tax reduction and thereby the more savings seen by property tax payers. If this piece of legislation becomes law and you remember nothing else in regard to this issue remember that this is not additional aid to schools which schools can use to educate kids – it is simply a property tax reduction.

2. JEFF WALSH – ELEMENTARY/MIDDLE SCHOOL PRINCIPAL: Parent/teacher conferences were held on October 2nd and 9th. We had a great turnout for those conferences. We had a great turnout for conferences. This Friday we will be having a concert for kids from 2:20 until 3:00 in the gym. The high school choir will perform as well as the 6th -12th grade bands. We look forward to an energetic performance. We have finished up our first set of MAP tests for the children and we are working with students on Response to Intervention needs. We are also getting ready to do the WKCE testing beginning on October 28th. Of course we encourage the kids to get a good night's sleep and eat a good breakfast on these days. Fall Sports are winding down with the completion of the Junior High Football Season and The Junior High Volleyball Season. The boys and girls played hard, worked hard and enjoyed their times on the field and courts. I was at all of the home events and I am proud to say that our students and coaches represented Crivitz Junior High School with enthusiasm, respect and great sportsmanship. Our PLC grant team will have our second meeting with our coach from the DPI on Monday October 21. We will continue to look at our data and work toward closing the achievement gap in reading for students with disabilities and students without disabilities.

3. **JEFF BAUMANN – HIGH SCHOOL PRINCIPAL:** The M-O Kickoff Banquet was held on Wednesday, September 25th at the Holiday Inn at Kelly Lake. The banquet is a chance for the advisors of all extra-curricular events to meet and talk about any issues that may be of note in the upcoming school year. It is also used to acknowledge the work that advisors put in throughout the year. Heather Langer was awarded her 5 year service award for chorus and I was awarded my 5 year service award for basketball and athletic director. We held our first Lunch Bunch on Tuesday, October 8. This is a monthly award where department members nominate students they feel have been working hard and being helpful in some way. The English department nominated Brandon Larue, Jordan Kusba and Raven Rhodes as their deserving students this month. Congratulations to all three of them. Homecoming week finished up last Friday. The annual Homecoming pep rally was held at 1:25 on Friday afternoon and then the parade passed the elementary school building at about 2:30. Our football team dominated Gillett for a nice homecoming victory which definitely made the Homecoming dance on Saturday night much more enjoyable. The Junior class won the Homecoming competition and the student body really seemed to enjoy themselves. I would like to thank Mr. Kirchberg, Mrs. Diaz, and the entire student council for the great job organizing and conducting all the events that took place over Homecoming week. The high school has begun conducting testing now that we are well into 1st quarter. The PSAT test took place today for junior looking to enter a 4 year college. We are also offering the Explore test for freshmen this year to give us a baseline so we have some data to compare with the WKCE test and Smarter Balanced Assessment that will be administered in 2014. Our state mandated WKCE testing will begin on November 5th and continue through the 15th. Lastly, NWTC will be coming in with some advisors to administer a career interest survey and then their counselors will discuss the results with our sophomores and juniors.

4. **TOM WHITE – BUILDINGS, GROUNDS & TRANSPORTATION DIRECTOR:** *Ticket Booth Roof:* The shingle roof on the ticket booth building near the football field has been replaced with metal roofing. The color matches the blue metal roof on the nearby concession stand building. *Fleet Fuel Cards:* Since we can no longer purchase fuel through Marinette County, we have implemented a new fleet fuel card system that can be used at any gas station in the United States. This system also includes comprehensive online user management capabilities, so that we can set limits on when the card is used and how much fuel can be purchased. *Focus On Energy Check Presentation:* Focus on Energy and WPS were here on Thursday, October 10th to present the school district with a check in the amount of \$ 83,647.14. This dollar amount represents the total

amount of grant money given to us since the inception of our Energy Team in September of 2012. Photos were taken that will be sent to the local newspapers, along with a press release that I helped create. According to the release, the projects completed to date will result in approximately \$19,700 in annual energy savings. *Homecoming*: My staff and I assisted with the homecoming activities by making sure students and staff had what they needed: everything from HVAC and alarms control to supplying cleaning materials, ladders, keys, tools, and extra cleaning. *Elementary Steam Boiler*: Our elementary steam boiler developed a substantial leak in one of its cast iron sections. Our maintenance person and I were able to install a temporary patch that we hope will buy us some time. I will be gathering information to present to the Buildings and Grounds Committee at an upcoming meeting to determine the best long term solution.

5. JOLENE HUC – COMMUNITY EDUCATION DIRECTOR: The Community Ed Advisory Council Meeting was held on October 9th. The Big Get Skinny has a team that has reached 100 pounds lost, and now must maintain it until February, 2014. We are in the process of working with McDonalds to do a “3 pounds for the last 3 months per person” type of event. New programs: we have three new NWTC classes. They are painting, woodcarving and stained glass. We will be adding a Pizza, Panini and More class, a Holiday Cookie and Holiday Craft class. Community Ed Fitness Center: Mr. Mans suggested a meeting with Mr. White on using the Weight Watcher room, and a meeting will be scheduled soon. Community Ed will be looking for new council members. The State Community Ed Convention will be held at Heidle House in Shawano to discuss the future of Fund 80, etc., meeting November 7th and 8th. At the PTO meeting, it was suggested that the PTO help with the Coats for Kids drive, and possibly get some of them on our advisory council. The Community Garden will be starting to create a group to chair this project. Our next meeting will be Wednesday, November 13th.
6. BILLY RETZA – STUDENT COUNCIL REPRESENTATIVE: Mr. Retza commented that the Homecoming dance was a success and passed around a photo of the Homecoming Court. The dance had 141 paying customers, with another 12 who paid specifically to watch the Grand March, and another 12 that did not pay because they were on Yearbook Committee or on the Homecoming Court. The bonfire was also a success, with the Junior Class winning the week. For YOADA, they are selling Hershey Kisses for Sweetest Day to raise funds for “Every 15 Minutes”. Rube-Goldberg is raising funds by selling beverages in the mornings, with Handsaw Coffee donating the coffee and the Student Council donating the

coffee pot they are using. Hi-Q first meeting is this Friday, and the first practice will be on November 10th. For NHS, all Board members have received their invites to the banquet. Please RSVP Mr. Kirchberg as soon as possible. The election of Officers will follow shortly after the Blood Drive. Anyone interested in giving blood, please sign up with Mr. Kirchberg. The Science Club is also fundraising by selling candy before school and during lunch hours.

IX. INFORMATION/DISCUSSION ITEMS

- A. **PEDICULOSIS POLICY:** There was discussion regarding the current policy. It was recommended that no further changes be made at this time.
- B. **VALEDICTORIAN/SALUTATORIAN REQUIREMENTS:** There was discussion and a request that changes be made for a student to be considered for Valedictorian or Salutatorian. Each student will be required to have successfully completed a minimum of two advanced placement and/or college level courses, or three semesters of advanced placement and/or college level courses at Crivitz High School. These changes are to begin with the 2014-15 Freshman class and beyond.
- C. **FREE STUDENT ADMISSION TO ATHLETIC EVENTS:** Mr. Dorschner asked that with the implementation of PBIS this year, the high school student body be admitted to athletic events free of charge with a valid student ID.
- D. **FBLA STUDENT ORGANIZATION:** Mr. Sommerfeldt asked that they may form the FBLA Student Organization to develop student goals through a number of different activities, including class trips to successful financial centers, sale of certain items for fundraising for those trips, and also discussed "implementing a job shadow program that will allow students to connect business concepts, money management and occupational goals while facilitating the transition from school to work".
- E. **COPIER BID:** Mr. Schramm discussed the recent bids that were received for the copy machine replacements. He recommended staying with Bartelt Business Machines for a short 20 month term to allow the replacement cycle to align with the fiscal year, also enabling the change of machines to happen during the summer break.
- F. **HIGH SCHOOL BASKETBALL/VOLLEYBALL SCOREBOARD:** Mr. Dorschner reviewed the information and asked for approval to replace the High School Gymnasium scoreboards and control boards. He presented a bid of \$10,000, \$3,500 of which will be donated by the Sports Boosters, \$3,500 coming from the Pepsi Company, and the remaining \$3,000 covered in the Building and

Grounds budget. Be it noted that Pepsi is not requiring any kind of logo to be on these scoreboards.

- G. SPANISH TRIP/IMMERSION CLASS TO MEXICO: Mrs. Diaz asked for approval to move forward with an immersion trip into Mexico with the Spanish Class in 2015. The issue was discussed at an earlier Policy Committee Meeting, where the request was discussed in detail. This is the same trip that Mrs. Diaz has taken in the past, and will have a guide for the entire trip.
 - H. HEALTH FLEX SPENDING PLAN: Mr. Mans recommended changing the Health Flex Spending Plan from \$2,000 to the Federal Maximum rate, which is currently at \$2,500, and moving the plan to Diversified Benefit Services. This is a short-year plan effective 1/1/14 – 6/30/14 in order to align with the Health Insurance plan year.
 - I. APPOINT DELEGATE AND ALTERNATE TO WASB CONVENTION: The Board will choose the Delegate and Alternate to the convention in January.
 - J. DISTRICT VEHICLE FUEL PROVIDER: Mr. Mans discussed the recommendation of selecting Mobile as our fuel provider.
- X. ITEMS SCHEDULED FOR ACTION
- A. APPOINTMENTS
 - 1. CESA 8 SPECIAL EDUCATION TEACHER: Motion by Mueller, seconded by McFadden to approve Bradley Taylor as CESA 8 Special Education Teacher. Motion carried 6–0.
 - 2. SUBSTITUTE TEACHER: Motion by Meissner, seconded by Mueller to approve Dana Prange as substitute teacher. Motion carried 6–0.
 - 3. COMMUNITY EDUCATION INSTRUCTOR: Motion by Neitzer, seconded by Meissner to approve Robert Rosenberger as Community Ed instructor. Motion carried 6–0.
 - 4. ELEMENTARY VOLUNTEER/CHAPERONES: Motion by Sotka, seconded by Mueller to approve the volunteer list as presented. Motion carried 5-0-1 with Dama abstaining.
 - 5. M.S. STUDENT COUNCIL ADVISOR: Motion by Meissner, seconded by Neitzer to approve Toni Spalding as Middle School Student Council Advisor. Motion carried 6-0.

- B. VALEDICTORIAN/SALUTATORIAN REQUIREMENTS: Motion by Neitzer, seconded by Sotka to approve changes as presented. Motion carried 6-0.
- C. FREE STUDENT ADMISSION TO ATHLETIC EVENTS: Motion by Meissner, seconded by Neitzer to approve request as presented. Motion carried 6-0.
- D. FBLA STUDENT ORGANIZATION: Motion by McFadden, seconded by Meissner to approve request to form FBLA, a business student activity club. Motion carried 6-0.
- E. COPIER BID: Motion by Neitzer, seconded by McFadden to approve Bartelt Business Machines as the copy machine replacement company. Motion carried 6-0.
- F. HIGH SCHOOL BASKETBALL/VOLLEYBALL/WRESTLING SCOREBOARD: Motion by McFadden, seconded by Mueller to approve the request for replacements of the high school gymnasium scoreboards and controllers. Motion carried 6-0.
- G. SPANISH TRIP/IMMERSION CLASS TO MEXICO: Motion by Sotka, seconded by Meissner to approve the request as presented. Motion carried 6-0.
- H. HEALTH FLEX SPENDING PLAN: Motion by Meissner, seconded by Mueller to approve DBS "AT FED MAX" as presented, allowing the "fed max" amount to change going forward as needed. Motion carried 6-0.
- I. YOUTH OPTIONS REQUESTS: Motion by Neitzer, seconded by Mueller to approve the list of students as presented. Motion carried 6-0.
- J. CERTIFY 2013-2014 TAX LEVY: Motion by Neitzer, seconded by Sotka to approve the "tentative" tax levy as presented earlier. Roll call vote was taken: Dama; Y, Meissner; Y, McFadden; Y, Neitzer; Y, Mueller; Y, Sotka; Y, Cherry; Absent. Motion carried 6-0.
- K. APPOINT DELEGATE AND ALTERNATE TO WASB CONVENTION: Motion by Meissner, seconded by Mueller to appoint Martha Neitzer as delegate and Mike Dama as alternate to WASB Convention. Motion carried 6-0.
- L. FIRST READING NEOLA BOARD POLICY UPDATES
 - 1. POLICY 2270 - RELIGION IN THE CURRICULUM

2. POLICY 3362 - EMPLOYEE ANTI-HARASSMENT
3. POLICY 4362 - EMPLOYEE ANTI-HARASSMENT
4. POLICY 5517 - STUDENT ANTI-HARASSMENT
5. POLICY 4162 - CONTROLLED SUBSTANCE AND ALCOHOL
POLICY FOR COMMERCIAL MOTOR VEHICLE (CMV) DRIVERS
6. POLICY 5111.01 - HOMELESS STUDENTS
7. POLICY 5730 - EQUAL ACCESS FOR NON-DISTRICT SPONSORED,
STUDENT CLUBS AND ACTIVITIES
8. POLICY 7530.02 - STAFF USE OF PERSONAL COMMUNICATION
DEVICES
9. POLICY 8330 - STUDENT RECORDS
10. POLICY 8390 - ANIMALS ON DISTRICT PROPERTY
11. POLICY 9130 - PUBLIC REQUESTS, SUGGESTIONS, OR
COMPLAINTS
12. POLICY 9150 - SCHOOL VISITORS
13. POLICY 9160 - PUBLIC ATTENDANCE AT SCHOOL EVENTS
14. POLICY 7540.02 - DISTRICT WEB PAGE
15. POLICY 3420 - HEALTH INSURANCE BENEFIT

Motion by Neitzer, seconded by Meissner to approve the first reading as presented. Motion carried 6-0.

- M. DISTRICT VEHICLE FUEL PROVIDER: Motion by McFadden, seconded by Meissner to approve Exxon/Mobile as new fuel provider. Motion carried 6-0.

- XI. RECESS TO EXECUTIVE CLOSED SESSION AS PER WISCONSIN STATUTE 19.85(F)

CONSIDERING FINANCIAL, MEDICAL, SOCIAL OR PERSONAL HISTORIES OF SPECIFIC PERSONS WHICH, IF DISCUSSED IN PUBLIC, WOULD BE LIKELY TO HAVE A SUBSTANTIAL ADVERSE EFFECT UPON THE REPUTATION OF ANY PERSON REFERRED TO IN SUCH HISTORIES OR DATA.

Motion by Neitzer, seconded by Mueller to recess to executive closed session as per Wisconsin Statute 19.85(F) at 7:20 p.m. Roll call vote was taken: Dama; Y, Meissner; Y, McFadden; Y, Neitzer; Y, Mueller; Y, Sotka, Cherry; Absent. Motion carried 6-0.

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

Motion by McFadden, seconded by Mueller to reconvene into open session at 7:37 p.m. Motion carried 6-0.

Motion by Neitzer, seconded by McFadden to approve closed session request and allow Nurse Marcy's request to use sick time for personal retreat. Motion carried 5-1.

XIII. ADJOURNMENT: Motion by Meissner, seconded by McFadden to adjourn at 7:38 p.m. Motion carried 6-0.

Prepared by:

Jannie Marsolek
Recording Secretary

Tim McFadden
Clerk

Michael Dama
President