

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

OFFICIAL MINUTES

Regular Meeting of the Board of Education.....November 20, 2013

- I. CALL TO ORDER: The regular meeting of the Board of Education was called to order by President Dama at 6:02 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, Lyle Cherry and Cory Sotka. Travis Mueller and Jane Meissner were absent. Others present: Patrick Mans, Superintendent; Jeff Baumann, High School Principal; Jeff Walsh, Elementary Principal; Jannie Marsolek, Administrative Secretary; and Thomas White, Building, Grounds and Transportation Director.
- IV. APPROVAL OF AGENDA: Motion by Neitzer, seconded by McFadden to approve agenda as presented. Motion carried 5-0.
- V. CONSIDER MOTION TO APPROVE CONSENT AGENDA
 - A. MINUTES OF REGULAR MEETING OCTOBER 16, 2013
 - B. MINUTES OF SPECIAL MEETING NOVEMBER 5, 2013
 - C. VOUCHERS
 - D. FINANCIAL REPORT

Motion by Neitzer, seconded by Sotka to approve consent agenda as presented, including financial report with vouchers 83318 through 83529 with voids of 83215, 83241, 83264, and 83328 for a total of \$427,361.67, and Fund 60 with vouchers 163845 through 163862 for a total of \$15,835.69. Motion carried 5-0.

- VI. PUBLIC INPUT: There was no public input.
- VII. CORRESPONDENCE/RECOGNITION: President Dama received an email from former teacher Kay Fritz informing us of her husband's passing. Bob Fritz was also a former teacher here. Also, thanks to Phat Daddy's for donating several gallons of ice cream.
- VIII. REPORTS
 - A. COMMITTEE REPORTS
 - 1. BUILDINGS, GROUNDS & TRANSPORTATION: Mr. Dama reported that the Committee met earlier this evening, with discussion about a lighting project for partial upgrades to the Elementary School, with Focus

on Energy picking up a majority of the costs, and of the purchase of ATV attachments for use in winter snow removal.

B. ADMINISTRATIVE REPORTS

1. PATRICK MANS – SUPERINTENDENT: This year our District is in the piloting stage of the state’s new teacher evaluation system. On Monday, November 4, the District had an early out for students so the staff could attend an in-service held in the auditoria. The focus of the in-service was the SLO (student learning objective) writing process. As part of the state’s Educator Effectiveness Teacher Evaluation system teachers are required to write SLO’s based on student learning data. The process works like this: teachers look at student learning evaluation data to find areas in need of improvement. When a specific area is identified, a measurable and attainable student learning objective is written and shared with the principal who approves the SLO. The teacher then plans instructional activities in an effort to make sure the students meet the learning objective. Half of a teacher’s summative evaluation is based on the student’s attainment of the learning objective. The other half of a teacher’s evaluation is based on six performance standards for teacher classroom practice as identified by the Strong Model of Teacher Practice.

On November 5th and 6th, the Principals and I attended a two day in-service at CESA 8 as part of our effort to learn the administrator’s role in the CESA 6 Educator Effectiveness teacher/principal evaluation system. Throughout the course of this school year, both the teaching and administrative staff will continue to receive in-service on the state’s new teacher evaluation system. This new teacher evaluation system must be fully implemented by the start of next school year, so we are well on our way to meeting this timeline.

This year the District is taking part in a mandated special education program self-assessment. Part of that process involves naming a parent liaison for the School District. I am proud to announce that Jennifer Cunningham has volunteered to serve in this capacity for the District. I would like to thank Jennifer for her willingness to act in this capacity on the district’s behalf. Included in your blue folder is a letter which will be sent to parents introducing them to the District’s new special education parent liaison. I would also

like to thank the special education staff and especially special education secretary Lorie Karban for their work on this project.

2. JEFF WALSH – ELEMENTARY/MIDDLE SCHOOL PRINCIPAL: Our PLC grant team will have our 3rd meeting with our coach from the DPI yesterday. We are continuing to look at our data and work toward closing the achievement gap in reading between students with disabilities and students without disabilities. We received this grant in August and it is a 5 year grant for \$14,000 - \$16,000 per year to establish a Professional Learning Community in our 7th and 8th grades. WKCE testing is being finished up. Regular testing is completed and all we have left then is make up tests to be completed by this Friday. Before our next Board Meeting we have the following events taking place: Band and Music fundraiser from Club Choice is to be distributed tomorrow after school. The music makers raffle for the band concerts for Christmas at the individual concerts. And the Elementary Concert December 5th at the high school at 6:00 p.m. Middle School Boys Basketball is in full swing. The kids are working hard and the coaches are working well with them. They will continue their season up to the Christmas break and then go into their tournament seasons. Middle School Cheerleading is going well with the girls cheering at the boys' games both home and away. A couple of weeks ago, Mr. Mans, Mr. Baumann and I went to CESA for two days of training on the CESA 6 Educator Effectiveness model for evaluation. We got a great deal of information and will be going to other trainings as the year goes on. The Elementary School Students took part in the Jump Rope for Hearts program. They took pledges and raised \$ 2,623.01 for the American Heart association. This is an event put on by Mrs. Kueber. Finally, I hope you all have a safe and family filled Thanksgiving Holiday.
3. JEFF BAUMANN – HIGH SCHOOL PRINCIPAL: The freshman class took the Explore test on Monday. This is the first time we have used this test, but it will give us valuable data and serve as a baseline for the WKCE test that this same class will take next year. We will then be able to monitor the improvements our students have made and find areas that we will have to focus on in the future. Mr. Mans, Mr. Walsh, and I attended a workshop on November 4th and 5th that covered the Educator Effectiveness evaluation system that will be implemented next year. We got a walkthrough on the software that will be used and an overview of the entire evaluation system. It was a very informative training. I

would like to thank Michelle Krzewina for donating 4 Packer tickets to the Crivitz School District to give away. Mr. Walsh, Mr. Mans, and I are going to come up with a good way to decide upon the recipients. I would also like to add that, as a Bears fan, I can understand her not wanting the tickets! ☺ The Veterans' Day program was held at the high school on Monday, November 11, at 10:30 a.m. Sheriff Jerry Sauve spoke at the ceremony and about 50 veterans attended. The student body was very attentive and it was a terrific ceremony. I would like to thank Clare Bolander for helping organize the event, Sheriff Sauve for speaking, and the veterans for attending and illustrating the meaning of honor to our student body.

4. TOM WHITE – BUILDINGS, GROUNDS & TRANSPORTATION DIRECTOR: *Bus Routes:* Mrs. Berndt and I have completed riding the bus routes again this year. We do this annually to verify mileage, obtain accurate pickup times, and look for route inefficiencies. Here is the data we gathered from these rides: Two (2) routes tied for earliest pickup at 6:07 am. Our longest route is 52.9 miles (covers the north east corner of our district). The average route length is roughly 49 miles. The total miles travelled during the morning pickup: 442.20. *School Messenger:* Bus Route Broadcast Call - We now have the capability through our School Messenger system to make broadcast calls to parents of students riding a particular bus route to notify them if a bus is experiencing a delay or an emergency situation. The calls can be initiated from any computer that has an internet connection, allowing us to initiate these calls even when not at school. *Scoreboards:* The new scoreboards have arrived and we have completely installed one of them. We are hoping to complete installation of the other one by the end of the week.
5. JOLENE HUC – COMMUNITY ED DIRECTOR: Absent
6. BILLY RETZA – STUDENT COUNCIL REPRESENTATIVE: Mr. Retza reported that the Student Council has begun the preparation for the before-Christmas activities, such as trivia and Student/Faculty Basketball game; NHS is working on community service hours, with some members looking at getting some service hours in at the craft fair here this Saturday; HI-Q has its second practice and the first meet is in Gillett on January 7th; Science Club is planning a dance and a week of activities, collecting donations for a free breakfast for students on Fridays, and continuing to sell

candy to raise funds; Rube-Goldberg is currently in the organizational stage of creating its machine.

IX. INFORMATION/DISCUSSION ITEMS

- A. ELEMENTARY SCHOOL LIGHTING PROJECT: Mr. White discussed that WPS Focus on Energy still had funds available to offer incentives to complete the Elementary Lighting project, with rebates offered to substantially reduce the cost of a project we were planning on doing anyway. It was recommended for approval at the Building, Grounds and Transportation Committee meeting earlier tonight.
- B. ONEIDA NATION ADDITION TO M&O CONFERENCE: Mr. Baumann reported that the Principals and Athletic Directors of the M & O Conference met to discuss the appeal to the WIAA to not allow the Oneida Nations Schools to join the M & O Conference as part of the realignment plan. A letter has been sent to WIAA with the reasons of added transportation costs, added travel time, not a good fit for our conference with only the Oneida Nations Schools participating in four events, cost of advertising another school, and finally, just how the WIAA went about the decision by not informing any of the schools in the conference of the idea of adding them before they actually realigned the conference.
- C. PRINCIPALS' 2012-2013 SECLUSION/RESTRAINT REPORT: Mr. Mans reported that a required report must be made annually, with this being the first report. Mr. Baumann and Mr. Walsh signed the report stating that there were no reports of seclusion or restraint in the district for the 2012-2013 school year.
- D. RESOLUTION TO APPROVE TAX ANTICIPATION NOTE FOR CASH FLOW PURPOSES: Mr. Mans stated that this is something that is done twice a year to approve the borrowing of funds from Bank North for cash flow purposes. A motion will be made later in the meeting to approve the resolution.

X. ITEMS SCHEDULED FOR ACTION

- A. RESIGNATION(S)
 - 1. DANCE TEAM ADVISOR: Motion by Neitzer, seconded by Cherry to approve the resignation of Dance Team Advisor Shannon Starzer. Motion carried 5-0.

B. APPOINTMENT(S)

1. DEPUTY CLERK: Motion by Sotka, seconded by McFadden to approve Jannie Marsolek as Deputy Clerk for the purpose of handling of Board Elections and other District paperwork. Motion carried 5-0.
2. DANCE TEAM ADVISOR: Motion by Neitzer, seconded by Cherry to approve Danette Waloway as the new Dance Team Advisor. Motion carried 5-0.
3. VOLUNTEER VARSITY BASKETBALL ASSISTANT COACH: Motion by McFadden, seconded by Sotka to approve Daren Sommerfeldt as Volunteer Varsity Basketball Assistant Coach. Motion carried 5-0.
4. VOLUNTEER/CHAPERONES: Motion by Cherry, seconded by Neitzer to approve the attached list of volunteers/chaperones as requested. Motion carried 5-0.

C. SECOND 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 Sotka to approve the second reading on NEOLA Board Policy Updates as presented. Motion carried 5-0.

- D. RESOLUTION TO APPROVE TAX ANTICIPATION NOTE FOR CASH FLOW PURPOSES: Motion by Neitzer, seconded by McFadden to approve the resolution to approve tax anticipation note for cash flow purposes. A Roll Call vote was taken: Dama - Y; Meissner - Absent; McFadden – Y; Neitzer – Y; Cherry – Y; Mueller – Absent; Sotka – Y. Motion carried with a vote of 5-0 with 2 absent.
- E. ELEMENTARY SCHOOL LIGHTING PROJECT: Motion by Cherry, seconded by Sotka to approve the Elementary School Lighting Project as presented. Motion carried 5-0.
- F. PRINCIPALS’ 2012-2013 SECLUSION AND RESTRAINT REPORT: Motion by Sotka, seconded by Neitzer to approve the Principals’ 2012-2013 Seclusion and Restraint Report as prepared and presented. Motion carried 5-0.
- XI. RECESS TO EXECUTIVE CLOSED SESSION AS PER WISCONSIN STATUTE 19.85(F)
- A. 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 Cherry, seconded by McFadden to recess to executive closed session as per Wisconsin Statute 19.85(F) at 6:34 p.m. Roll call vote was taken: Dama – Y; McFadden – Y; Neitzer – Y; Cherry – Y; Mueller – Absent; Sotka – Y; Meissner – Absent. Motion carried 5-0.
- XII. RECONVENE INTO OPEN SESSION AND TAKE ANY NECESSARY PUBLIC ACTION AS PER WISCONSIN STATUTE 19.85(2): Motion by Neitzer, seconded by Sotka to reconvene into open session and take any necessary public action as per Wisconsin Statute 19.85(2) at 6:53 p.m. Motion carried 5-0.
- ACTION: Motion by McFadden, seconded by Sotka to approve Mike Zahn as volunteer coach. Motion carried 5-0.

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XIII. ADJOURNMENT: Motion by Neitzer, seconded by McFadden to adjourn at 6:54 p.m.
Motion carried 5-0.

Prepared by:

Jannie Marsolek
Recording Secretary

Tim McFadden
Clerk

Michael Dama
President