

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

OFFICIAL MINUTES

Regular Meeting of the Board of Education.....February 17, 2016

- 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; Jeff Dorschner, Athletic 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 JANUARY 27, 2016
 - B. GENERAL FUND VOUCHERS AND FINANCIAL REPORT
 - C. FUND 39 VOUCHERS AND FINANCIAL REPORT
 - D. FUND 60 VOUCHERS AND FINANCIAL REPORTMotion by Cherry, seconded by Mueller to approve consent agenda and financial report including General Fund vouchers 88775-88941 for a total of \$367,337.97 with voids of 88636, 86683, 88814, 88829, 88834, 88845, 88890 and 88891, Fund 39 voucher 1024 for a total of \$769,150.00 and Fund 60 vouchers 164249 – 264261 for a total of \$9,600.61 with void of 164254. Motion carried 7-0.
- VI. **PUBLIC INPUT:** David Kopp wanted the Board to have a copy of the 2014 lawsuit paperwork from the Oconto County Clerk of Court for the plaintiff side. He wanted the Board to read both sides of the suit and to start listening to what others have to say about how students are treated at the school. Travis Mueller also asked about the National Anthem being sung in the middle school as well as the high school and would like to see it promoted at all levels.
- VII. **CORRESPONDENCE/RECOGNITION:** Mr. Mans presented Mr. Dama with a pin and Level II Certificate of Achievement from Wisconsin Association of School Boards for his commitment to children through continuous participation in WASB programs and activities. Mr. McFadden also recognized and thanked the high school boys' basketball team for volunteering with the Youth Wrestling tournament. This is the only school where student athletes help out with tournaments that he is aware of.

VIII. REPORT(S)

A. COMMITTEE REPORT(S)

1. BUILDINGS, GROUNDS, & TRANSPORTATION: Mr. Dama reported that the committee met earlier in the evening. They discussed and moved to the full Board the softball field needs, tabled the playground equipment discussion, and moved the custodial staffing for facility events to the full Board for discussion.

B. ADMINISTRATIVE REPORTS

1. PATRICK MANS – SUPERINTENDENT: Recently, I joined a group of northeastern WI superintendents in meeting our local state legislators from the 12th senate district including Senator Tom Tiffany, Assembly representatives Jeff Mursau, Mary Czaja, and Rob Swearingen to discuss issues facing rural public school districts. The group collaborated to find workable solutions for the budgetary challenges facing rural public school districts. Topics of discussion included the K-12 funding formula, high cost of transportation, the necessity of operating referendums, declining state aid to high property value districts, and the challenge for rural school districts in attracting and retaining highly qualified teachers. The legislators shared an effort being pushed forward called the “Rural Wisconsin Initiative” which will provide increased opportunities for rural areas in STEM (Science, Technology, Engineering, and Math), curriculum grants and loan repayment programs targeted to attract and retain teachers in rural areas.

Recently, the District was forced to have an early dismissal and a late start due to weather. Fortunately, this winter has been relatively mild and the District has not lost a great deal of time due to weather. If the weather continues to follow this pattern there should not be a need to add additional time to the calendar.

The final set of scheduled parent/teacher conferences are being held this evening from 4:30-8:00 p.m. Outside of these scheduled conferences, teachers will continue to meet and work cooperatively with parents as necessary in an effort to help students find the highest levels of achievement and success in their education.

I have begun discussions with CESA 8 Administrator, Don Viegut on a framework for the process of creating a District strategic plan. A strategic plan is developed using a systematic planning process that engages relevant stakeholders. Such a plan serves as a guide for the District and its schools, specifying vision, mission, performance goals, objectives, and benchmarks and the policies and strategies to achieve each objective. To be successful a strategic plan must be in a form which is easily and effectively communicated to all stakeholders. The plan should lead to understanding, support and action and it should be evaluated for effectiveness. Creating

and carrying out this plan will involve the engagement of all stakeholders including the Board, administration, professional and support staff, students, parents, and community members.

2. JEFF BAUMANN – HIGH SCHOOL PRINCIPAL: Mr. Johnson met with the juniors yesterday to begin completing the registration information for the ACT test and WorkKeys. This is a very detailed process that takes from 2-3 hours. The ACT test is very important as it is a major component of our school report card and it is one of the most important elements colleges consider when considering applicants.

The scheduling process has begun for the 2015-16 school year. Mr. Johnson and Mr. Dorschner went to the middle school on Thursday, February 11, to speak with the eighth graders about high school classes and scheduling. Freshman orientation will be held on Monday, February 29, where we will schedule all of the incoming freshmen and speak to the parents and the incoming freshman about expectations of high school students.

Our Drivers' Ed. incentive started on January 25, the beginning of 2nd semester. This is the first time we have offered this incentive. Students can take drivers' ed. during resource hour as long as they have C's or better in all of their classes. They still have to pay for the costs of the class, but the instructor teaches it at school and the students and their families do not have to deal with the hassle of scheduling it outside of the school day.

I attended an Academic and Career Planning workshop with Mr. Walsh, Mr. Johnson, Mrs. Spaulding, Mr. Miller, and Mrs. Tomaszewski at CESA 8 on Monday. The workshop outlined the requirements for ACP which will need to be implemented in all Wisconsin schools by the 2017-18 school year.

3. JEFF WALSH – ELEMENTARY/MIDDLE SCHOOL PRINCIPAL: Congratulations to Liam Roman for taking third place in the second round of the Spelling Bee last week in Peshtigo. Only the top two move on but Liam represented the District well.

Mr. Baumann and I attended the Principals' Convention last week in the Dells. There were some interesting topics covered and we both picked up some new ideas.

Our Academic Field trips are taking place tomorrow and Friday. The students in grades 4-8 averaging at least a 3.0 combined in the first two quarters or students reaching a 3.5 in the second quarter qualify to go to a Tubing day at Norway Mountain. A total of 199 students reached that incentive.

The Behavioral Field trip will be held next Friday the 26th. Students in grades 6-8 who have not had a major or a minor in the first semester get to go to Funset Boulevard for laser tag, 20 tokens for games and bumper cars.

The children will take their school lunches with them in a sack lunch and eat there.

Finally, Crivitz Middle School has qualified for the Wisconsin School of Promise Award. This award is awarded to Title I Schools Who have High-achieving, High-Progress and Beating the Odds. Crivitz Middle School was chosen for Beating the Odds. There will be an awards presentation on March 14th in Madison and we will be allowed to send people there to accept the award from the State Superintendent. There will also be pictures taken and an awards brunch for the school who qualified.

The WPTO is having a NEON Night for all of the elementary and middle school students. It will be from 5:00 until 7:30 tonight. If interested, feel free to attend.

4. TOM WHITE- BUILDINGS, GROUNDS & TRANSPORTATION DIRECTOR: *Flooring Bids:* Ads were placed and bid specifications released today for the flooring projects. If you remember, the letting of bids to replace flooring in the high school commons and carpeted areas at the elementary school was approved at the last board meeting. *Bus Driver Appreciation:* On Friday February 12th, in honor of National Bus Driver's Week, and to show our appreciation for all they do to safely transport our students, the bus contractors, their drivers and their substitute drivers were invited to the high school for coffee, juice, muffins and sweet rolls. *Cold Weather:* The cold weather we experienced since the last board meeting created some minor issues at both buildings. A water line in the elementary basement froze and the water heaters at the high school shut down due to their air intake pipes frosting over. When temperatures dip below zero, the heating system at the high school struggles to keep up with demand and must be run through the night to maintain set-points.
5. JOLENE HUC – COMMUNITY EDUCATION DIRECTOR: Mrs. Huc reported that the committee met on 2/13. They discussed the two scholarships that they would like to offer, including requirements, which would be a passing GPA, confirmed registration at a university or campus of their choice, and documented community hours with the top two accumulated hours getting the award. Marinette County has been contacted about creating a community garden in the space next to the Rescue Squad building where the apartment has burned down. There is a partnership being worked on with the Rescue Squad. The Spring Craft Show was discussed, with the band department doing the concessions. They were thinking of doing a CE rummage sale. They discussed a bowling league for the high school and a program for the elementary. Also discussed were the possibilities of Cookies & Canvas, Coffee & Canvas, broomball, summer art, and open the school for an area-wide rummage sale during Flea Market Thursdays.

6. BILLY RETZA - STUDENT COUNCIL REPRESENTATIVE: Mr. Retza reported that the Hi-Q team was in 5th place after 1st round competition. The next competition is on February 25th in Wausaukee with the final match here on March 8th. NHS is currently working on the blood drive here on March 3rd. Science Club has halted food sales until a location can be found to continue.

IX. INFORMATION/DISCUSSION

- A. 2016-2017 CESA 8 EDUCATIONAL SERVICES CONTRACT: Mr. Mans discussed the CESA 8 contracts for 2016-2017. The majority of the cost of this service contract is in the form of special education services including teachers and specialists such as OT/PT, speech & Language, school psych, and special education director. Other services include professional development in curriculum/assessment, tech ed, and technology. The use of CESA 8 for these services allows the District to be flexible in dealing with our special education services from year to year as needs change based on the special education student population.
- B. SOFTBALL FIELD: Mr. Grandaw, the girls' softball coach met with the Buildings & Grounds Committee and would like the Board to consider funding the cost of completing the softball field. Among his wish list were about \$21,000 worth of items. Some items of priority on his list were dugouts/roofing, bleacher seating, flag pole, utility building, covered press box at about \$9,000 in cost.
- C. CUSTODIAL/KITCHEN STAFF COVERAGE FOR NON-SCHOOL EVENTS: Mr. Mans reported that Administrative Guidelines note that a community education custodian be used for non-school events. However, due to the community education advisory committee requesting that this position no longer be funded, the position was eliminated. Changing the Administrative guidelines will now need to take place but the question for the Board is: should a custodian be on duty for such events and will this coverage be paid for by the group using the facilities? The same is true for the use of the kitchen facilities and having a kitchen staff member on duty when the kitchen is being used by outside groups.
- D. LETTING OF BIDS FOR REPLACEMENT OF NETWORK SWITCHES: Mr. Schramm asked the Board to let bids for replacement of network switches due to aging systems and added equipment, such as the VOIP phone systems and the wireless infrastructure. Since network switches are E-rate reimbursable, we could file for \$26,000 in reimbursements on a \$30,000 switch.

X. ITEMS SCHEDULED FOR ACTION

- A. RESIGNATION(S)

1. PART-TIME ELEMENTARY/MIDDLE SCHOOL SECRETARY: Motion by Heidewald, seconded by Cherry to accept the resignation of Edi Berndt as presented. Motion carried 7-0.
2. HEAD FORENSICS COACH: Motion by Cherry, seconded by Sotka to approve the resignation of Jill Brown as presented. Motion carried 7-0.
3. ASSISTANT FORENSICS COACH: Motion by Cherry, seconded by Sotka to approve the resignation of Dana Prange as presented. Motion carried 7-0.

B. APPOINTMENT(S)

1. CO-FORENSICS COACHES: Motion by Sotka, seconded by Huc to approve co-head coaches Jill Brown and Dana Prange with shared compensation as presented. Motion carried 7-0.
2. COMMUNITY EDUCATION TUMBLING ADVISOR: Motion by Heidewald, seconded by Sotka to approve Catherine Elfering as CE tumbling advisor. Motion carried 7-0.
3. SUBSTITUTE CESA 8 OCCUPATIONAL THERAPIST: Motion by Heidewald, seconded by Mueller to approve Erica Palmer as presented. Motion carried 7-0.
4. 4K TECH SCHOOL PRACTICUM TEACHER: Motion by Cherry, seconded by Huc to approve Deanna Hartkopf as presented. Motion carried 7-0.
5. VOLUNTEER/CHAPERONES: Motion by McFadden, seconded by Mueller to approve the list of volunteers/chaperones as presented. Motion carried 7-0.

C. SECOND FRIDAY JANUARY STUDENT COUNT: Motion by Cherry, seconded by Mueller to approve the second Friday in January student count at 736. Motion carried 7-0.

D. FUND 39 DEBT SERVICE PAYMENT: Motion by Cherry, seconded by Heidewald to approve the Fund 39 debt service payment in the amount of \$769,150.00. Motion carried 7-0.

E. SOFTBALL FIELD: Motion by Mueller, seconded by Heidewald to approve funding \$10,500 toward finishing the softball field, specifically the two dugouts roofing and seating at \$2,000, 54-seat bleachers at \$3,100, flagpole at \$350, building at \$2,400, field groomer/drag at \$650, and irrigation at \$2,000. Huc

reminded the Board of the original approval of the no cost option, and that there was no promise of completion in one year, and offered a friendly amendment of funding \$8,000 with possible \$2,500 from C-Club, which was rejected by Mueller. Mueller clarified that if the amounts for the specific items in his motion cost less than estimated, Mr. Grandaw would have those remaining funds to use for other field needs. Motion carried as presented 4-3.

- F. CUSTODIAL/KITCHEN STAFF COVERAGE FOR NON-SCHOOL EVENTS: Motion by Heidewald, seconded by Sotka to table this item until a special meeting can be held with Community Ed Council, Tom White and Stacey Cooper. Motion carried 7-0.
- G. 2016-2017 CESA 8 EDUCATIONAL SERVICES CONTRACT: Motion by Mueller, seconded by Sotka to approve the 2016-2017 CESA 8 contract as presented. Motion carried 7-0.
- H. SECOND READING OF NEOLA BOARD POLICY UPDATES
1. POLICY 1422 – NONDISCRIMINATION AND EQUAL OPPORTUNITY
 2. POLICY 1623 – SECTION 504/ADA PROHIBITION AGAINST DISCRIMINATION IN EMPLOYMENT
 3. POLICY 1662 – EMPLOYEE ANTI-HARASSMENT
 4. POLICY 2260 – NONDISCRIMINATION AND ACCESS TO EQUAL EDUCATIONAL OPPORTUNITY
 5. POLICY 2260.01 – SECTION 504/ADA PROHIBITION AGAINST DISCRIMINATION BASED ON DISABILITY
 6. POLICY 2423 – SCHOOL TO WORK PROGRAM
 7. POLICY 3122 – NONDISCRIMINATION AND EQUAL EMPLOYMENT OPPORTUNITY
 8. POLICY 3123 – SECTION 504/ADA PROHIBITION AGAINST DISABILITY DISCRIMINATION IN EMPLOYMENT
 9. POLICY 3362 – EMPLOYEE ANTI-HARASSMENT
 10. POLICY 4122 – NONDISCRIMINATION AND EQUAL EMPLOYMENT OPPORTUNITY
 11. POLICY 4123 – SECTION 504/ADA PROHIBITION AGAINST DISABILITY IN EMPLOYMENT
 12. POLICY 4362 – EMPLOYEE ANTI-HARASSMENT
 13. POLICY 5451.02 – TECHNICAL EXCELLENCE HIGHER EDUCATION SCHOLARSHIPS
 14. POLICY 5517 – STUDENT ANTI-HARASSMENT
 15. POLICY 5517.01 – BULLYING
- Motion by Cherry, seconded by Huc to approve the second reading of NEOLA policies as listed. Motion carried 7-0.

- I. LETTING OF BIDS FOR REPLACEMENT OF NETWORK SWITCHES:
Motion by Heidewald, seconded by Sotka to approve letting of bids as presented.
Heidewald clarified her original motion to let for bids at \$30,000. Motion carried
5-1-1 with McFadden abstaining.
- XI. ADJOURNMENT: Motion by McFadden, seconded by Mueller to adjourn at 7:49 p.m.
Motion carried 7-0.

Prepared by:

Jannie Marsolek
Recording Secretary

Tim McFadden
Clerk

Michael Dama
President