

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

OFFICIAL MINUTES

Regular Meeting of the Board of Education.....March 15, 2017

- I. **CALL TO ORDER:** The regular meeting of the Board of Education was called to order by Vice President Sotka at 6:00 p.m.
- II. **PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was recited.
- III. **ROLL CALL:** Board members Cory Sotka, Travis Mueller, Kris Heidewald, Lyle Cherry, Gary Huc and Amy Grandaw were present. Mike Dama was absent. 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/Middle School Principal, Jolene Huc - Community Education Supervisor, Stacey Cooper – Food Service Director, James Kirchberg – Teacher, Alexandria Graves – HS Guidance Counselor, and Jeff Dorschner - Athletic Director.
- IV. **APPROVAL OF AGENDA:** Motion by Heidewald, seconded by Mueller to approve agenda as presented. Motion carried 6-0.
- V. **CONSIDER MOTION TO APPROVE CONSENT AGENDA**
 1. **MINUTES OF REGULAR MEETING FEBRUARY 15, 2017**
 2. **APPROVAL OF GENERAL FUND VOUCHERS AND FINANCIAL REPORT**
 3. **APPROVAL OF FUND 60 VOUCHERS AND FINANCIAL REPORT**Motion by Cherry, seconded by Grandaw to approve consent agenda as presented with General Fund vouchers 91173-91331 in the amount of \$2,606,273.24 with voids of 91071, 91082, 91084, 91085, 91090, 91099, 91110 and 91171, and Fund 60 vouchers 1644371-134390 in the amount of \$10,439.68. Motion carried 6-0.
- VI. **PUBLIC INPUT:** There was none.
- VII. **CORRESPONDENCE/RECOGNITION:** Mr. Mans reported on an interim position on the Region 3 WASB Regional Board if any Board member was interested in serving. Mr. Walsh reported on a letter from Karen Tomaszewski, commenting on the February 20 book giveaway at the elementary. The students were very courteous and thankful, and she thanked Mr. Walsh and staff.
- VIII. **REPORTS**
 - A. **COMMITTEE REPORT(S)**
 1. **BUILDINGS, GROUNDS AND TRANSPORTATION:** Mr. Huc reported that the meeting was held earlier in the meeting. He reported that the committee chose to table the discussion on the bus route for further info.
 - B. **ADMINISTRATIVE REPORTS**

1. PATRICK MANS – SUPERINTENDENT: Mr. Mans reported on the effort across the state to ask legislature to repeal the law requiring school start date to be on or after September 1 each year. The WASB has formally adopted a resolution supporting the repeal of the September 1 mandated start date. The start date for a school year should be a local control issue in which local school Boards make the decision based on the best educational interest of the local students. He also reported that, with school closings for weather, the District is nearing the point in which time would need to be made up. He finally reported that the third quarter will be completed as of Friday, March 24. The fourth quarter begins March 27 and ends June 1. Spring break week will be April 10 – 14. The seniors will graduate on Saturday, May 20.
2. JEFF BAUMANN – HIGH SCHOOL PRINCIPAL: Mr. Baumann reported on the finish of the ACT and WorkKeys testing at the high school, with the exception of a couple of makeup tests. He reported that the conference Academic Bowl was held at Peshtigo High School. Our students finished in 2nd place as a team out of ten teams. He reported on February student awards. Also, the Leadership Team has been in the process of putting together two new flow charts which will be added to next year's Student Handbook to help students determine whether an issue they are having is bullying or teasing, and if it is bullying, the process of how it will be handled. These flow charts will be added to the bullying policy which is in the student handbook. He reported that we already utilize many different avenues to fight bullying and promote student success/ We sponsor 2-3 assemblies per year addressing the issue, we utilize PBIS incentives to encourage positive behavior, we have a whole school assembly at the beginning of the year to discuss appropriate behavior, teachers stand in the hallway between every class, we have an iSafe unit that deals with cyber bullying, we have a unit in health class – a required class – dealing with teen violence and bullying, we have posters in the hallways promoting self-respect and showing respect to others, and our staff has been very conscientious reporting issues of bullying and working with students who have had issues, to ensure success and to keep them on the path to graduation. We are also going to publish the flowcharts on posters and hang them throughout the building, which will be one more step in encouraging students to treat each other with respect.
3. JEFF WALSH – ELEMENTARY/MIDDLE SCHOOL PRINCIPAL: Mr. Walsh reported on the annual PBIS fundraiser, going back to Worlds Finest Chocolates. He reported that the state Forward exams will begin soon, then the MAPS testing after spring break, then the PALS tests. Summer school classes and teachers are pretty well set, with classes from 8:30 to 11:30 for 4K through 8th grade in reading and math, and enrichment activities from 12:00 to 1:30. Dates for summer school are June 5 through June 30, Monday through Friday. Registrations for summer school are going out soon. He also reported that our second child development days were held on March 2 and 3. We have screened approximately 50 new 4K students, which will probably result in 50 or more students in 4K next year, with possibly more over the summer that have not yet been screened. He also reported that the WPTO held Neon Night at the elementary school that appeared to be a great success. He showed his appreciation for the work that the WPTO put forth for this

event, and for all they do, showing another example of the community and school working together for our kids.

4. **TOM WHITE - BUILDINGS, GROUNDS & TRANSPORTATION DIRECTOR:** Mr. White reported that 8 digital cameras have been installed to replace the older, analog ones that monitor our parking lots and other outside areas of the building. He reported that he attended a roundtable discussion with several area buildings and grounds directors to discuss the possibility of cooperatively purchasing an online chemical safety data sheet system. He also participated in a walkthrough of our buildings performed by a representative from our insurance company. Although he found no liability issues, he strongly recommended that we formalize our fleet safety and management plan, which Mr. White has started working on, and plans to have one in place by the start of the 2017-18 school year.
5. **JEFF DORSCHNER – ATHLETIC DIRECTOR:** Mr. Dorschner reported on the end of the Girls Basketball season, the Boys Basketball season, and the beginning of the spring sports seasons.
6. **JOLENE HUC – COMMUNITY EDUCATION SUPERVISOR:** Mrs. Huc reported that the March meeting of the Community Education Advisory Council due to the rescheduling of Neon Night at the elementary school. She also reported that soccer fliers for the new program coming to Community Ed have been handed out.
7. **MADLIN EITING - STUDENT COUNCIL REPRESENTATIVE:** Miss Eiting reported that the final deadline for selling yearbooks is Friday, and they are working on the spring sports supplement. Forensics will have 17 students going to Menominee for a district competition, with the same 17 potentially going to state. The Hi-Q team took 5th in the last match, with Peshtigo winning the match. American Red Cross will be coming to Crivitz High School for a NHS Blood Drive on March 16.

IX. INFORMATION/DISCUSSION

- A. **2015-2016 AUDIT REPORT:** Karen Kerber with Kerber Rose presented the review of the 2015-2016 audit report via conference call.
- B. **3 YEAR STRATEGIC PLAN:** Mr. Mans briefly gave an overview of the 3 year strategic plan. In October 2016, the Board of Education, administration, parents, staff, and community, cooperated in beginning the process of creating a stakeholder driven strategic plan. The process was facilitated by WASB Education Consultant Guy Levitt. The goal was to set the strategic direction of the school district for the next three years. The process was carried out by the strategic planning group and input was gathered through a student, staff, parent, and community survey. The information gathered was analyzed to determine needs, concerns and expectations of the stakeholders of the school district, and focus groups were organized to create goals. The three year strategic plan can be found on the

school website. Mr. Mans will update the Board quarterly on the progress toward that years' goals.

- C. **HIGH SCHOOL FINAL EXAMS:** Mr. Mans started the discussion from the last meeting. After lengthy discussion, it was discussed that it could go through Curriculum Committee before final decision was made.
- D. **CHEER CO-OP:** Mr. Dorschner asked the Board for permission to approach the Coleman School District and School Board to put together a co-op for Junior High and High School Cheer. It would not change the divisional placement in divisional and state competitions. It will not cost us anything extra, since transportation will their responsibility. They would be cheering at Crivitz games only and since Coleman does not have a cheer team, we would not be taking anything away from their school.
- E. **SOFTBALL/BASEBALL CONCESSION STAND:** Mr. Mans asked the Board is the members of the Wolverine Sports Boosters could approach the Board. It was allowed. Charlie Johnsen asked permission to build a permanent structure for concessions by the baseball and softball fields. Now there is a portable shack, and they would like to take the money they raised this year to build something permanent. Power and water would be needed, and this building would house some District storage as well, with a restroom included. Sanitation and plumbing will be looked into. This building will also include some cover for rain. They are asking for approval to go forward with the option to build, and will come back to the Board once the actual needs and costs have been researched further. It was agreed that the building will then become property of the District.
- F. **HIGH SCHOOL BAND CONCERT DATE:** Mr. Mans reported that the Board is being asked to consider allowing the band and chorus Christmas concert be held on a Wednesday every other year to accommodate Mrs. Langer's schedule with leading the Christmas concert in Lena.
- G. **HEALTH/DENTAL PLAN RENEWAL:** Mr. Mans reported that the WCA Group Health Trust Plan has a 2% renewal rate for 2017-18, which is significantly less than the current industry standard, which is 7-8% increases. It is \$26,295 overall increase. Along with that, Delta Dental is offering a 0% increase. The recommendation is to approve the plans as presented.
- H. **PROCEDURE FOR DEALING WITH DELINQUENT LUNCH ACCOUNTS:** Mrs. Cooper shared the current procedures for dealing with delinquent lunch accounts to review with the Board and see if there is a desire to make any changes, or to keep with the current practices.
- I. **STUDENT TRANSPORTATION SERVICES BID:** Mr. Mans reported that the Buildings, Grounds and Transportation Committee recommended that this item be tabled for further discussion.
- J. **2017-2018 TEACHING STAFF LIST:** Mr. Mans presented a tentative 2017-2018 teaching staff list.

X. ITEMS SCHEDULED FOR ACTION:

A. RESIGNATION(S):

1. VARSITY WRESTLING COACH: Motion by Grandaw, seconded by Heidewald to approve the resignation of Tim Corrigan as Varsity Wrestling Coach. Motion carried 6-0.

B. APPOINTMENT(S):

1. PART-TIME BOOKKEEPER: Motion by Heidewald, seconded by Cherry to approve Penny Aguilar as part-time bookkeeper. Motion carried 5-0-1 with Huc abstaining.
2. VARSITY CROSS COUNTRY COACH: Motion by Grandaw, seconded by Mueller to approve Crystal Dorschner as varsity cross country coach. Motion carried 6-0.
3. VOLUNTEER SOFTBALL COACH: Motion by Huc, seconded by Heidewald to approve Stephani Nelson as volunteer softball coach. Motion carried 6-0.
4. SUBSTITUTE TEACHER: Motion by Grandaw, seconded by Mueller to approve Carla Bushmaker as substitute teacher. Motion carried 6-0.
5. SOLO AND ENSEMBLE ACCOMPANISTS: Motion by Heidewald, seconded by Grandaw to approve Candy Deschane, Emily Milquet and Susan Thornton as accompanists for Solo & Ensemble. Motion carried 6-0.
6. VOLUNTEERS/CHAPERONES: Motion by Grandaw, seconded by Mueller to approve the list of volunteers/chaperones as listed. Motion carried 5-0-1 with Huc abstaining.

- C. 2015-2016 AUDIT REPORT: Motion by Mueller, seconded by Cherry to approve the 2016-2016 audit report as presented by Karen Kerber. Motion carried 6-0.

- D. 3 YEAR STRATEGIC PLAN: Motion by Grandaw, seconded by Mueller to approve the 3 year strategic plan as presented. Motion carried 6-0.

- E. CHEER CO-OP: Motion by Grandaw, seconded by Huc to approve the cheer co-op as presented. Motion carried 6-0.

- F. SOFTBALL/BASEBALL CONCESSION STAND: Motion by Heidewald, seconded by Mueller for permission to go forward with the softball/baseball concession stand as presented. Motion carried 6-0.

- G. HIGH SCHOOL BAND CONCERT DATE: Motion by Grandaw, seconded by Heidewald to approve the band concert date on Wednesdays, every other year beginning 12/13/17 if the churches agree. Motion carried 4-2 with Cherry and Mueller opposed.
 - H. HIGH SCHOOL FINAL EXAMS: Motion by Grandaw, seconded by Huc to table the discussion for more research, and to be sent through Curriculum Committee first. Motion carried 5-0 with Sotka opposed.
 - I. HEALTH/DENTAL PLAN RENEWAL: Motion by Cherry, seconded by Huc to approve a 2% WCA health insurance increase and a 0% Delta Dental increase as presented. Motion carried 6-0.
 - J. STUDENT TRANSPORTATION SERVICES BID: Motion by Heidewald, seconded by Cherry to table the item for further discussion. Motion carried 6-0.
 - K. 2017-2018 TEACHER LIST: Motion by Grandaw, seconded by Huc to approve the 2017-2018 teacher list as presented. Motion carried 6-0.
 - L. FALL 2017 YOUTH OPTIONS CLASSES: Motion by Cherry, seconded by Grandaw to approve the fall 2017 Youth Options class list as presented. Motion carried 6-0.
 - M. PROCEDURE FOR DEALING WITH DELINQUENT LUNCH ACCOUNTS: There was no action on this item.
- XI. RECESS TO CLOSED SESSION AS PROVIDED BY STATE STATUTE 19.85(1)(f) CONSIDERING FINANCIAL, MEDICAL, SOCIAL OR PERSONAL HISTORIES OR DISCIPLINARY DATA OF SPECIFIC PERSONS.
- A. HIGH SCHOOL SECRETARY: Motion by Grandaw, seconded by Heidewald to recess to closed session as read at 7:51 p.m. Roll call vote was taken: Dama-Absent, Sotka-Yes, Cherry-Yes, Mueller-Yes, Heidewald-Yes, Huc-Yes, and Grandaw-Yes. Motion carried.
- XII. RECONVENE INTO OPEN SESSION AND TAKE ANY NECESSARY PUBLIC ACTION AS PER WISCONSIN STATE STATUTE 19.85(2): Motion by Heidewald, seconded by Grandaw to reconvene into open session at 7:55 p.m. Motion carried 6-0. There was no public action taken.
- XIII. ADJOURNMENT: Motion by Mueller, seconded by Grandaw to adjourn at 7:56 p.m. Motion carried 6-0.

Prepared by:

Jannie Marsolek
Recording Secretary

Kris Heidewald
Clerk

Michael Dama
President