

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

OFFICIAL MINUTES

Regular Meeting of the Board of Education.....May 18, 2016

- 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, Lyle Cherry, Cory Sotka, Travis Mueller, Kris Heidewald and Gary Huc. Amy Grandaw 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 Principal; Nick Schramm, Technology Coordinator; Jeff Dorschner, Athletic Director; Jolene Huc, Community Ed Director and Stacey Cooper, Food Service Director.
- IV. APPROVAL OF AGENDA: Motion by Cherry, seconded by Mueller to approve agenda as presented. Motion carried 6-0.
- V. CONSIDER MOTION TO APPROVE CONSENT AGENDA:
 - A. MINUTES OF REGULAR MEETING APRIL 20, 2016
 - B. MINUTES OF SPECIAL MEETING MAY 4, 2016
 - C. GENERAL FUND 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 89316 - 89455 for a total of \$369,719.73 with no voids and Fund 60 vouchers 164297 - 164317 for a total of \$14,117.25 with no voids. Motion carried 6-0.

- VI. PUBLIC INPUT: There was no public input.
- VII. CORRESPONDENCE/RECOGNITION:
 - A. YEARS OF SERVICE RECOGNITION FOR EXITING EMPLOYEE(S): Mr. Mans recognized and thanked retiring employees for their years of service to the District. Plaques were presented to Alpha Schmitz with 23 years, Jean Hill with 16 years, and Edi Berndt with 11 years.
- VIII. REPORTS
 - A. COMMITTEE REPORT(S)
 1. BUILDINGS, GROUNDS & TRANSPORTATION: Mr. Dama reported that the committee met earlier and discussed the high school track seal and repair

bid. They recommended having this item rebid. They also discussed allowing the full-time custodial and maintenance staff and director work 4 10-hour days throughout the summer months.

2. PERSONNEL/NEGOTIATIONS: Mr. Cherry reported that the committee met earlier and recommended moving a 2.25% staff salary increase for 2016-17 school year to the full Board for approval, are moving teacher mentor stipend of \$300 to the full Board for approval for 2015-16, recommend Tim Cunningham for the part-time summer lawn care/maintenance position, and will recommend adding 10 extended contract days to the guidance counselor contract starting in 2016-17.

B. ADMINISTRATIVE REPORTS

1. PATRICK MANS – SUPERINTENDENT: Mr. Mans thanked Camp Bird Director Keith Thoreson and the entire camp staff including Senior Counselors Scott Evosevich, Shane Graves, Jan Kaas, Roman Miller, Jack and Jackie Scheels, and Shelly Vold; Junior Counselors Elizabeth Tomaszewski, Brooke Deschane, Taylor Kaldenberg, Raina Mertz, Samantha Jones, Hunter Tate, Arthur Dama, Billy Retza, Mitchell Banaszak, Abby Barley, Lexi Schroeder, and Paul Hucek; Camp Nurse Cindy Kubicek; and the food service staff made up of Pauline Banaszak and Rhonda Schramm for their efforts during the week long outdoor education program provided to our 6th graders. He also thanked Special Education Director David Cullen, special education secretary Ruth Poh, and the entire special education staff for their efforts at organizing and carrying out the Crivitz Field Day for special education students, and showed a short news clip from Fox11, Green Bay. He also reported on a meeting with several other superintendents and state legislators to share common issues faced by rural public school districts. Also, CESA 8 has hired a new Administrator. Dave Honish, current Superintendent of Lena Schools will replace Don Viegut beginning July 1, 2016. He also reported that State Superintendent Tony Evers and Deputy State Superintendent Mike Thompson attended the recent CESA 8 Superintendents' PAC meeting in Gillett to share that the DPI is in the process of evaluating the changes in the ESSA (Every Student Succeeds Act) and will be working on easing teacher licensing paperwork around renewal of licenses and the granting of emergency licenses for districts struggling to find certain hard to fill positions. Superintendent Evers also noted that he and the DPI would continue to press the Governor and the legislature for adequate public school funding by advocating for passage of his "Fair Funding for Our Future" plan. He reported that the school offices will begin working 7:00 a.m. – 3:00 p.m. during summer. He also reminded Board members that WASB has an online survey to participate in that takes about 10 minutes. Finally, he reported that the High School graduation program would be held on Saturday, May 21 beginning at 7:00 p.m., and 8th grade recognition night will be held in the Elementary/Middle School gymnasium on June 1 beginning at 6:00 p.m.

2. JEFF WALSH – ELEMENTARY/MIDDLE SCHOOL PRINCIPAL: Mr. Walsh reported that the annual WPTO raffle/fundraiser will be held on May 27. He also reported on the 8th grade recognition night on June 1. He also reported that Summer School is scheduled to begin on June 6 with the academic portion from 8:30 – 11:30 a.m., and enrichment portion from 12:00 – 1:30 p.m. He reported that there are many field trips and reward trips for students coming up. Track season for the middle school has come to a close. The conference meet was Monday in Coleman and the girls' team took second place with Morgan Van Laanen breaking the school record in the discus with a throw of over 80 feet. Finally, he reported that Camp Bird was held May 9 – 13, and he thanked Keith Thoreson, Jack and Jackie Scheels, Jan Kaas, and all of the teachers and cooks for their extra effort for the students.
3. JEFF BAUMANN – HIGH SCHOOL PRINCIPAL: Mr. Baumann reported that the Aspire exams have been completed, that the high school band and chorus festival was May 4 at Gillett High School. The band placed 2nd, and the chorus placed 1st. He reported on the annual all-school cookout to be held on May 20. New on the activities list this year will be a bean bag tournament with a \$100 prize for the winning team. He reported that during teacher appreciation week, the high school teachers were treated to donuts in the morning on Friday, and pizza and snacks for lunch. They also received small gifts to show they are appreciated for everything they do for the students. The student award winners were announced for the month of April. The Student of the Month in the freshman/sophomore classes was Ryan Tate. The students of the Month in the junior/senior classes were Alex Zenil and Billy Retza. The Athletes of the Month for April were Shane Bauer and Ryan Padgett. Lastly, our Lunch Bunch award recipients were Delanie Sotka, nominated by Mrs. Diaz, and Liam Yohe, nominated by Mr. Bernier.
4. TOM WHITE – BUILDINGS, GROUNDS AND TRANSPORTATION DIRECTOR: Mr. White reported that the prescribed burn for the Natural Prairie area took place on April 20. He thanked Paul Matty and the Crivitz Fire Department for scheduling and performing this task. Additional sound inputs have been installed in the high school sound system, which will allow multiple sound inputs to be utilized for large events, such as graduation. Thanks to a Wellness Committee grant, we were able to purchase and install a filtered water bottle filling station at each school. Finally, he reported that he and his staff have been preparing for graduation and 8th grade recognition night. Flowers will be placed in the planters at each school, and the stage platform and over 400 chairs will be set up in the high school gym for graduation.
5. JOLENE HUC – COMMUNITY EDUCATION DIRECTOR: Mrs. Huc thanked Mr. Mans and Mrs. Heidewald for attending recent Community Ed Advisory Council meetings. She then reported on items discussed at the last council meeting. Community Ed hours were discussed, Martial Arts is back at

the elementary school, we received a \$50 donation check and 5 bags of theater clothing for Children's Theater. Budgeting for 2 custodians next year during large community events (craft shows, etc.) was also discussed. A community garden plot has been marked out by Mr. White in our natural prairie area. Finally, June 8 will be the next meeting to finalize budget items and planning programs.

6. BILLY RETZA – STUDENT COUNCIL REPRESENTATIVE: Mr. Retza reported that the National Honor Society seniors have their community service hours completed, and there will be seven returning members as juniors. He reported that they are looking into a summer blood drive. Student Council is planning the all-school picnic. He reported that Student Council officers have been elected: President – Virginia Popp, Vice President – Hunter Myszka, Secretary – Tyler Allen and Treasurer – Hunter Tate. Madelin Eiting will be the new representative. She presented elected class officers. Sophomores elected: President – Kailee Golla, Vice President – Rebekah Poh, Treasurer – Anthony Piantine and Secretary – Avery Martin. Juniors elected: President – Lexi Schroeder, Vice President – Taylor Kaldenberg, Treasurer – Jayden Atwood and Secretary – Abigail Barley. Seniors elected: President – Elizabeth Tomaszewski, Vice President – Krystal Hughes, Treasurer – Cecelia Johnson and Secretary – Aliya Leslie.

IX. INFORMATION/DISCUSSION

- A. 2017 SPANISH TRIP: Mrs. Prange and Mrs. Diaz presented a proposal to ask for permission to allow students to travel to London, Paris and Barcelona in the summer of 2017. The cost would be \$3759 per student, and they could fund-raise as much of that amount that they would like. They are proposing that only students with no major disciplinary actions would be allowed to go, no graduating seniors, and no parents. Disciplinary plans will be put into place and presented to the Board at a later date. This meeting was just to ask permission to go on this proposed trip so that preliminary arrangements may be made to lock in the current proposed pricing.
- B. 2016-2017 PRELIMINARY BUDGET: Ms. Tarmann presented the 2016-17 preliminary budget.
- C. 2016-2017 DENTAL INSURANCE PLAN RENEWAL: Delta Dental is the District's current dental benefit provider and the renewal for 2016-2017 came with no increase in cost. The recommendation is to approve for renewal.
- D. 2016-2017 COMPUTER ROTATION BID: Mr. Schramm is requesting the Board let bids for the planned replacement rotation of District computers. This rotation (purchasing and retiring of equipment) is part of the District's Tech Plan.
- E. MOVE JUNE BOARD MEETING TO JUNE 22, 2016: The Board is asked to move the June Board meeting to the last Wednesday in June due to June 1st being on a

Wednesday resulting in 5 Wednesdays in June and to accommodate end of year budgeting closer to July 1.

- F. 2016-2017 STAFF COMPENSATION: The Board is asked to consider whether or not it wishes to increase staff compensation for 2016-2017 and by what amount. The Personnel/Negotiations Committee met prior to the meeting and recommended 2.25% increase, but were comfortable allowing a 2.75% increase.
- G. EXTENDED CONTRACT FOR GUIDANCE COUNSELORS: Each year the guidance counselors are given a 10 day extended contract to complete their duties and get ready for the start of the new school year. It was discussed with last year's approval that this be run through Personnel/Negotiations Committee and approved by the full Board so it may be added to their contracts every year.
- H. CESA 8 BOARD OF CONTROL REPRESENTATIVE: the Board discussed and chose its CESA 8 Board of Control Representative. This person will attend the monthly meetings of the CESA 8 Board of Control as a member of the CESA 8 Board of Control. Mr. Sotka was the current representative, and Mrs. Heidewald will be the new representative.
- I. COMPUTER SERVER BID: Mr. Schramm reviewed the computer server bids received and recommended SHI International at a bid of \$29,771.
- J. HS TRACK SEAL AND REPAIR BID: The Board was asked to review and choose a high school track seal and repair bid. It was recommended at the Buildings, Grounds and Transportation Committee meeting earlier in the evening that this item be re-bid.
- K. LET BIDS FOR ELEMENTARY DISHWASHER: Mr. White discussed the need for the replacement of the dishwasher at the elementary school. This was discussed at the 4/20/16 Buildings, Grounds and Transportation Committee meeting and recommended to be moved to the Board for full approval. He asked for permission to let bids for the replacement of the dishwasher.
- L. DISTRICT WORKERS' COMPENSATION AND GENERAL LIABILITY & PROPERTY INSURANCE RENEWAL: The renewal for this insurance line came in at \$63,254 which is \$14,675 less than last year. This large decrease is mainly due to a reduction in the experience mod for workers' compensation. It is recommended that it is approved by the full Board.
- M. PLAYGROUND EQUIPMENT FOR ELEMENTARY: Mr. Mans and Mr. White discussed the needs and asked the Board for some financial support in their efforts to replace the outdated and out of code playground equipment. The Buildings, Grounds, & Transportation Committee has discussed this request at a previous meeting. The Board is being asked to fund 15% of the 30% not covered by a grant.

- N. **FEDERALLY MANDATED SCHOOL LUNCH COST INCREASE:** In an effort to meet federal requirements, Mrs. Cooper, the District's Food Service Director, is requesting a \$.10 increase in the cost of student school lunch. We are reimbursed per meal for those on free lunch and have been required over the last couple of years to bring our non-reimbursed meal cost in line with the reimbursement rate. We have been doing so in \$.10 increments.
 - O. **FLEX BENEFIT SPENDING PLAN RENEWAL:** The District offers a flexible benefit spending plan to employees wishing to have a certain amount of money taken out of their pay pre-tax to be used for allowable expenses such as medical/dental costs. Diversified Benefit Services is the third party provider utilized by the District for this benefit. The Board is asked to approve the renewal as discussed.
 - P. **MENTOR TEACHER COMPENSATION:** The Board is asked to discuss compensating teachers who have acted as mentors for new teachers. The DPI is requiring that we have a plan in place to have mentor teachers who mentor new teachers, and Mr. Walsh reviewed the duties with the Board. The Personnel/Negotiations Committee recommended a \$300 stipend for those who mentored in the current year, and an amount will be included in the Professional Staff Handbook once decided for future years.
 - Q. **DISTRICT STRATEGIC PLANNING:** The Board discussed whether or not it prefers having the District strategic planning process facilitated by an outside provider or to do it in-house. They also considered the process and the potential involvement of staff, parents, and community members in the process. Mr. Mans will investigate costs and details further to bring back to the Board.
 - R. **GRADUATION DRESS CODE:** The Board discussed the dress code for graduation. Mr. Dama asked to allow a more lenient dress code to allow the students to have a little fun at graduation. It was decided to leave the current dress code in place.
- X. **ITEMS SCHEDULED FOR ACTION**
- A. **APPOINTMENT(S)**
 - 1. **VOLUNTEERS/CHAPERONES:** Motion by Heidewald, seconded by Sotka to approve the list of volunteers/chaperones as presented. Motion carried 6-0.
 - 2. **SUBSTITUTE TEACHER:** Motion by Sotka, seconded by Cherry to approve David Elliott as substitute teacher. Motion carried 6-0.
 - 3. **SUMMER SCHOOL TEACHER:** Motion by Cherry, seconded by Sotka to approve Quinn Sieben as summer school teacher. Motion carried 6-0.

4. SUMMER LAWN CARE EMPLOYEE: Motion by Cherry, seconded by Huc to approve Tim Cunningham as part-time summer lawn care employee. Motion carried 6-0.
5. SUBSTITUTE PARAPROFESSIONAL/SECRETARY: Motion by Cherry, seconded by Sotka to approve Jennifer Cunningham as substitute paraprofessional/secretary. Motion carried 6-0.
- B. 2017 SPANISH TRIP: Motion by Heidewald, seconded by Sotka to approve the 2017 Spanish Europe trip as presented. Huc asked for a friendly amendment that a chaperone to student ratio be decided before the trip happens. Heidewald accepted the amendment. Motion carried 6-0.
- C. FEDERALLY MANDATED SCHOOL LUNCH COST INCREASE: Motion by Huc, seconded by Mueller to approve a ten cent increase as presented. Motion carried 6-0.
- D. EXTENDED CONTRACT FOR GUIDANCE COUNSELORS: Motion by Heidewald, seconded by Cherry to approve the extended contract information added to their contracts beginning next year. Motion carried 6-0.
- E. 2016-2017 WIAA MEMBERSHIP: Motion by Sotka, seconded by Heidewald to accept the 2016-2017 WIAA membership at no cost. Motion carried 6-0.
- F. 2016-2017 COMPUTER ROTATION BID: Motion by Mueller, seconded by Cherry to approve letting of bids for the 2016-2017 computer rotation as presented. Motion carried 6-0.
- G. 2016-2017 DENTAL INSURANCE PLAN RENEWAL: Motion by Mueller, seconded by Sotka to approve the 2016-2017 dental insurance plan renewal with Delta Dental at the same rate as 2015-2016. Motion carried 6-0.
- H. MOVE JUNE BOARD MEETING TO JUNE 22, 2016: Motion by Mueller, seconded by Huc to approve moving the June Board meeting to June 22, 2016 as presented. Motion carried 6-0.
- I. 2016-2017 STAFF COMPENSATION: Motion by Heidewald, seconded by Cherry to approve a 2.75% 2016-2017 staff compensation increase. Motion carried 6-0.
- J. CESA 8 BOARD OF CONTROL REPRESENTATIVE: Motion by Sotka, seconded by Mueller to approve Heidewald as CESA 8 Board of Control representative. Motion carried 5-0-1 with Heidewald abstaining.
- K. COMPUTER SERVER BID: Motion by Mueller, seconded by Huc to approve SHI International's computer server bid of \$29,771 as presented. Motion carried 6-0.

- L. HS TRACK SEAL AND REPAIR BID: Motion by Mueller, seconded by Sotka to reject the current bid and re-bid as discussed. Motion carried 6-0.
- M. LET BIDS FOR ELEMENTARY DISHWASHER: Motion by Mueller, seconded by Sotka to let bids for the elementary dishwasher replacement as presented. Motion carried 5-0-1 with Dama abstaining.
- N. SUMMER NURSING ASSISTANT YOUTH OPTIONS REQUEST: Motion by Cherry, seconded by Sotka to approve the additional summer Youth Options request as presented. Motion carried 6-0.
- O. DISTRICT WORKERS' COMPENSATION AND GENERAL LIABILITY & PROPERTY INSURANCE RENEWAL: Motion by Cherry, seconded by Huc to approve the insurance renewal as presented. Motion carried 6-0.
- P. PLAYGROUND EQUIPMENT FOR THE ELEMENTARY: Motion by Huc, seconded by Cherry to support a 15% of the 100%, allowing 70% be grant funded. Motion carried 6-0.
- Q. SECOND READING NOELA BOARD POLICY UPDATES
 - 1. POLICY 8500 – FOOD SERVICE
 - 2. POLICY 8531 - FREE AND REDUCED-PRICED MEALS
 - 3. POLICY 7510 – USE OF DISTRICT FACILITIESMotion by Sotka, seconded by Heidewald to approve the second reading of NEOLA Board policies as read. Motion carried 5-1 with Huc opposing.
- R. FLEX BENEFIT SPENDING PLAN RENEWAL: Motion by Cherry, seconded by Huc to approve DBS as provider as discussed. Motion carried 6-0.
- S. MENTOR TEACHER COMPENSATION: Motion by Mueller, seconded by Huc to approve a mentor stipend of \$500 for the current year. Motion carried 6-0.
- XI. RECESS TO EXECUTIVE CLOSED SESSION AS PER WISCONSIN STATUTE 19.85(1)(c)
 - A. CONSIDERING EMPLOYMENT, PROMOTION, COMPENSATION OR PERFORMANCE EVALUATION DATA OF ANY PUBLIC EMPLOYEE OVER WHICH THE GOVERNMENTAL BODY HAS JURISDICTION OR EXERCISES RESPONSIBILITY.
 - 1. COMMUNITY EDUCATION SUPERVISOR: Motion by Heidewald, seconded by Cherry to recess to executive closed session as read at 8:00 p.m. Roll call vote was taken: Dama-Yes, Sotka-Yes, Cherry-Yes, Mueller-Yes, Heidewald-Yes, Huc-Abstain, Grandaw-Absent. Huc recused himself from the remainder of the meeting and the motion carried.

- XII. RECONVENE INTO OPEN SESSION AND TAKE ANY NECESSARY PUBLIC ACTION AS PER WISCONSIN STATUTE 19.85(2): Motion by Mueller, seconded by Sotka to reconvene into open session at 8:22 p.m. Motion carried 5-0. Huc did not return to the meeting. Motion by Heidewald, seconded by Mueller to increase the Community Ed Supervisor hours to 1456 per year at \$13.00 per hour. Motion carried 5-0.
- XIII. ADJOURNMENT: Motion by Mueller, seconded by Heidewald to adjourn at 8:23 p.m. Motion carried 5-0.

Prepared by:

Jannie Marsolek
Recording Secretary

Kris Heidewald
Clerk

Michael Dama
President