

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

OFFICIAL MINUTES

Regular Meeting of the Board of Education.....June 20, 2018

- 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: Board members Mike Dama, Cory Sotka, Kris Heidewald, Lyle Chery, Travis Mueller, Amy Grandaw and Gary Huc were present. Others present: Patrick Mans – Superintendent, Jeff Baumann – High School Principal, Tom White – Buildings, Grounds and Transportation Director, Linda Tarmann – Business Administrative Assistant, Sarah Jones – Bookkeeper, Jannie Marsolek – Administrative Secretary, Jolene Huc – Community Education Supervisor, Jeff Dorschner – Athletic Director, Alexandria Graves – High School Guidance, and Toni Spalding – Elementary/Middle School Guidance.
- 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 MAY 16, 2018
 - B. GENERAL FUND VOUCHERS AND FINANCIAL REPORT
 - C. FUND 60 VOUCHERS AND FINANCIAL REPORTMotion by Cherry, seconded by Heidewald to approve consent agenda, minutes of meetings as presented, general fund vouchers 94011 – 94279 in the amount of \$317,894.54 and electronic transfers 20170026 – 20170034 in the amount of \$135,323.25 for a total of \$453,217.79, and Fund 60 vouchers 164538 – 164560 in the amount of \$11,394.21. Cherry amended the motion to include voids as listed, seconded by Heidewald. Motion carried 7-0.
- VI. PUBLIC INPUT: There was no public input.
- VII. CORRESPONDENCE/RECOGNITION: Mr. Mans recognized and thanked Crivitz Youth, Inc., especially Vicki Timblin, Executive Director, for their generous donation of a cart full of Chromebooks for the District in support of our technology education partnership. It is also noted that CYI will continue to partner with the District to provide two technology-related teachers who work with our students and staff in technology education for next school year as well.
- VIII. REPORTS
 - A. COMMITTEE REPORT(S)
 1. BUILDINGS, GROUNDS & TRANSPORTATION: Mr. Dama reported that the committee met earlier in the evening. They discussed the progress of the summer project list, with a delay in the unit ventilator project, and discussed the snow

removal bid, which will be moved to the full Board for approval later in the meeting.

2. **PERSONNEL/NEGOTIATIONS:** Mrs. Grandaw reported that the committee met on 6/19/18 and will bring to the full Board the recommendation of Kam Dama as grade 3 teacher, Leonard Lutzow as full time custodial/maintenance employee, and Michelle Wieting as full time school year/summer school head cook at the elementary/middle school. They discussed the administrative and support staff compensation for 2018-19, and are recommending a 2.5% increase, with Mr. Mans having an added week of vacation in lieu of the percentage increase. They are also recommending to the full Board the athletic director salary increase of \$2,000 for the 2018-19 school year. Also, they are recommending the hiring of an additional 6th grade teacher due to student numbers and an additional guidance counselor to be split between the elementary/middle school and high school for the 2018-19 school year.

B. ADMINISTRATIVE REPORT

1. **PATRICK MANS – SUPERINTENDENT:** Mr. Mans reported that the District was recently awarded \$20,000 in school safety grant money to support a secure entrance to the High School building. Summer School is under way, and will continue through the end of June. He also reported that the state's blue ribbon commission on public school funding formula concluded its listening sessions around the state with the final hearing on June 4. The bipartisan legislators and educational leaders taking part in the process agree that the funding formula has issues, but disagree on how to address them at this time.
2. **JEFF BAUMANN – HIGH SCHOOL PRINCIPAL:** Mr. Baumann thanked Deb and Mark Tomaszewski with T&T Tree Trimming, Kay Biernasz, Mr. Kirchberg and the Crivitz High School Student Council for donating money for our perfect attendance drawings on the last day of school. \$250 was donated and we had 6 \$25 prizes and 2 \$50 grand prizes. He reported that the strength and conditioning class is in full swing. We have also been hosting boys and girls basketball open gyms, and volleyball open gyms. Finally, graduation ceremony took place on May 19. The ceremony went exceptionally well: the weather was good, the speeches were entertaining, and we have 42 new alumni of Crivitz High School.
3. **JEFF WALSH – ELEMENTARY/MIDDLE SCHOOL PRINCIPAL:** Mr. Baumann reported for Mr. Walsh that the school year came to a close and we held our 8th Grade Recognition Night. He thanked the Board members who attended. The school year ended on June 5 with a half day. There was an all-school assembly for the students to get their perfect attendance awards and final PBIS prize drawings. Finally, he reported that Summer School was in full swing. There are 189 students attending, beginning on June 7 and ending on July 3. He thanked the students and teachers for all of their hard work.

4. **TOM WHITE – BUILDINGS, GROUNDS & TRANSPORTATION DIRECTOR:** Mr. White reported that he and his full time maintenance employee, Tim Corrigan, attended the asbestos refresher course on May 30. He met with a representative from R.J. Jacques, a company that specializes in tuck pointing and masonry repair, who performed an assessment of our elementary/middle school building. There were mostly minor issues, but also found that the chimney is in need of extensive repair. The assessment included an estimate of \$15,425 to tuck point the chimney from its concrete cap down to the 3 story roofline. Lastly, he reported that the summer cleaning is well underway, with cleaning, waxing floors, scrubbing carpets, and painting classrooms and hallways at both buildings. He and the staff are especially grateful for the extra student help this year, which has already proven to be invaluable.
5. **JEFF DORSCHNER – ATHLETIC DIRECTOR:** The 2017-18 school year with compiled drug testing results. They conducted 90 tests, where 6 came back non-negative, and the parents were notified without incident. The spring sport season came to an end on June 5 & 6, with our golf team member Shane Bauer making it to state, and was our first golfer since 2002 to be able to compete at state. He finished 17th overall in Division 3. Girls track team won the M&O Conference team title, with 5 individuals in track competing at state. He reported that softball only had 11 girls, winning only 4 games. Baseball finished 10-8 with the #1 seed in regional, including 5 members on the All-District team. The sports award banquet was held on Wednesday, May 23. The winter and spring sports coaches recognized team MVPs, MIPs, and accomplishments throughout the year, all-conference recognition, and senior award winners. The Pete Banaszak award winners this year were Taylor Bemis and Michael Retza. He thanked Linda Tarmann and Sarah Jones in the administrative office for getting officials' checks ready, and Tom White and his staff for getting the fields ready on a moment's notice. Since we are one of the better facilities in the conference, some games were played here due to the best conditions in the area.
6. **JOLENE HUC – COMMUNITY EDUCATION SUPERVISOR:** Mrs. Huc reported that Community Ed group met on June 11. They went over the budget report. Maddi Myszka would like to be approved as a member. They also discussed continuing programs such as broom hockey, youth football, maintaining the weight room supervisor hours for summer only, checking weight room equipment, promoting Art in the Park, promoting Movies in the Park, babysitting in the summer school class. They spoke with the gentleman with Park and Rec, and he said they were going in the right direction promoting Community Ed. New programs discussed were Special Ed Prom for special needs kids, a quilting class, an art/wildlife show, and a dance class. They would like to hold a special meeting on June 25 to finalize their budget.

IX. INFORMATION/DISCUSSION

- A. **2018-2019 PRELIMINARY BUDGET:** Mr. Mans briefly shared information, noting that the preliminary report of expenditures vs. revenues for the 2018-19 school year show a

surplus of \$301,000 after known expenses are taken into account. This would allow for the additional staff members which will be discussed later in the meeting. He then turned the floor to Linda Tarmann, Financial Administrative Assistant, who expanded on the report of the expenses vs. revenue in the preliminary budget.

- B. SNOW REMOVAL BID REVIEW: There was only one bid submitted for the 2018-19 snow removal by Richlen Excavating, with an increase in \$25 per event at the elementary school.
- C. 2018-2019 ADMINISTRATIVE AND SUPPORT STAFF COMPENSATION: The Board was free to discuss the 2018-19 administrative and support staff compensation. The Personnel/Negotiations Committee recommended a 2.5% increase, with Mr. Mans receiving an extra week of vacation in lieu of the percentage increase.
- D. ATHLETIC DIRECTOR COMPENSATION: Mr. Dorschner is asking for a raise in salary. The Personnel/Negotiations Committee recommended adding \$2,000 to his current salary.
- E. ADDITIONAL 6TH GRADE TEACHER: Mr. Mans discussed the need for and recommended an additional Grade 6 teacher for 2018-19, which was also recommended by the Personnel/Negotiations Committee.
- F. ADDITIONAL GUIDANCE COUNSELOR: Mr. Mans discussed that the excess (beyond current staffing levels) money in the budget for next year would allow for the addition of a guidance counselor which would be shared between the Elementary/Middle and High School. Through discussions with a staff student services working group, it is readily apparent that the District has a need for additional guidance staff. Students with mental health needs has increased and likely will continue to increase over time. Guidance staff provide early identification and referral of mental health issues as well as serving as an educationally based mental health resource for our students. The working group feels that with current guidance staffing levels, some of our students needs are not being fully met. The state has recognized the need for additional mental health services for schools and has provided grant money in an effort to prevent violence such as school shootings. This staff working group has applied for some of these funds to pay for additional mental health services at school. The Personnel/Negotiations Committee recommended the addition.

X. ITEMS SCHEDULED FOR ACTION

- A. RESIGNATION(S)
 - 1. MIDDLE SCHOOL LANGUAGE ARTS TEACHER: Motion by Grandaw, seconded by Mueller to accept the resignation of Sharon Bernier as Middle School Language Arts teacher. Motion carried 7-0.

B. APPOINTMENT(S)

1. ELEMENTARY TEACHER – GRADE 3: Motion by Heidewald, seconded by Sotka to approve Kam Dama as Grade 3 teacher. Motion carried 6-0-1 with Dama abstaining.
2. FULL TIME CUSTODIAL/MAINTENANCE EMPLOYEE: Motion by Grandaw, seconded by Sotka to approve Leonard Lutzow as full time custodial/maintenance employee. Motion carried 7-0.
3. FULL TIME SCHOOL YEAR/SUMMER SCHOOL HEAD COOK: Motion by Grandaw, seconded by Heidewald to approve Michelle Wieting as full time school year/summer school head cook. Motion carried 7-0.
4. VOLLEYBALL CAMP COACHES: Motion by Grandaw, seconded by Huc to approve Alex Peterson and Emily Bennett as volleyball camp coaches. Motion carried 7-0.
5. COMMUNITY EDUCATION WEIGHT ROOM SUPERVISOR: Motion by Grandaw, seconded by Sotka to approve Alex Zenil as Community Education weight room supervisor. Motion carried 7-0.
6. COMMUNITY EDUCATION MOVIES IN THE PARK SUPERVISOR: Motion by Heidewald, seconded by Grandaw to approve Megan Bartkowski as Community Education Movies in the Park supervisor. Heidewald amended it to be approved the position, seconded by Grandaw. Motion carried 7-0.
7. VOLUNTEERS/CHAPERONES: Motion by Heidewald, seconded by Cherry to approve Irene Dirkson and Marrial Smith as volunteers/chaperones. Motion carried 7-0.

C. RESOLUTION FOR USE OF CASH BALANCE FOR 2017-2018: Motion by Grandaw, seconded by Sotka to approve the resolution for use of cash balance for 2017-2018 as read. Roll call vote was taken: Dama-Yes, Sotka-Yes, Cherry-Yes, Mueller-Yes, Heidewald-Yes, Huc-Yes, and Grandaw-Yes. Motion carried.

D. RESOLUTION AUTHORIZING PAYMENT OF OBLIGATIONS: Motion by Heidewald, seconded by Cherry to approve the resolution authorizing payment of obligations as read. Roll call vote was taken: Dama-Yes, Sotka-Yes, Cherry-Yes, Mueller-Yes, Heidewald-Yes, Huc-Yes, and Grandaw-Yes. Motion carried.

E. RESOLUTION TO APPROVE 66.0301 AGREEMENT WITH LENA FOR MUSIC TEACHER: Motion by Grandaw, seconded by Heidewald to accept the resolution to approve 66.0301 agreement with Lena for music teacher as read. Roll call vote was taken: Dama-Yes, Sotka-Yes, Cherry-Yes, Mueller-Yes, Heidewald-Yes, Huc-Yes, and Grandaw-Yes. Motion carried.

- F. RESOLUTION TO APPROVE 66.0301 AGREEMENT WITH WAUSAUKEE AND BEECHER-DUNBAR-PEMBINE SCHOOL DISTRICTS FOR BUILDING AND TRADES CLASS: Motion by Sotka, seconded by Huc to accept the resolution to approve 66.0301 agreement with Wausaukee and Beecher-Dunbar-Pembine school districts for building and trades class. Roll call vote was taken: Dama-Yes, Sotka-Yes, Cherry-Yes, Mueller-Yes, Heidewald-Yes, Huc-Yes, and Grandaw-Yes. Motion carried.
- G. RESOLUTION TO APPROVE 66.0301 AGREEMENT WITH WAUSAUKEE SCHOOL DISTRICT FOR OCCUPATIONAL THERAPIST: Motion by Grandaw, seconded by Mueller to accept the resolution to approve 66.0301 agreement with Wausaukee School District for occupational therapist. Roll call vote was taken: Dama-Yes, Sotka-Yes, Cherry-Yes, Mueller-Yes, Heidewald-Yes, Huc-Yes, and Grandaw-Yes. Motion carried.
- H. SNOW REMOVAL BID: Motion by Mueller, seconded by Sotka to approve Richlen Excavating's snow removal bid as presented. Motion carried 7-0.
- I. 2018-2019 STUDENT INSURANCE: Motion by Mueller, seconded by Heidewald to approve 1st Agency as 2018-19 student insurance provider at \$9,927, which is no increase over the prior year. Motion carried 7-0.
- J. 2018-2019 ADMINISTRATIVE AND SUPPORT STAFF COMPENSATION: Motion by Grandaw, seconded by Cherry to increase the 2018-19 administration and support staff compensation by 2.5%, with Mr. Mans receiving an additional week of vacation in lieu of the percentage increase. Motion carried 7-0.
- K. ATHLETIC DIRECTOR COMPENSATION: Motion by Heidewald, seconded by Grandaw to increase the athletic director's 2018-19 salary by \$2,000 as presented. Motion carried 7-0.
- L. ADDITIONAL 6TH GRADE TEACHER: Motion by Cherry, seconded by Sotka to approve the addition of a 6th grade teacher as presented. Motion carried 7-0.
- M. ADDITIONAL GUIDANCE COUNSELOR: Motion by Grandaw, seconded by Heidewald to approve the addition of one guidance counselor to be shared between the schools. Motion carried 7-0.
- 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. COACHING EVALUATIONS

Motion by Grandaw, seconded by Mueller to recess to executive closed session as read at 6:59 p.m. Roll call vote was taken: Dama-Yes, 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 STATUTE 19.85(2)

A. 2018-2019 COACHING STAFF LIST

Motion by Cherry, seconded by Sotka to reconvene into open session at 7:10 p.m.

Motion carried 7-0. Motion by Cherry, seconded by Grandaw to approve the 2018-2019 coaching staff list. Motion carried 5-0-2 with Dama and Grandaw abstaining.

XIII. ADJOURNMENT: Motion by Mueller, seconded by Grandaw to adjourn at 7:11 p.m. Motion carried 7-0.

Prepared by:

Jannie Marsolek
Recording Secretary

Kris Heidewald
Clerk

Michael Dama
President