

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

OFFICIAL MINUTES

Regular Meeting of the Board of Education.....June 22, 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, Cory Sotka, Kris Heidewald, Gary Huc and Amy Grandaw. Travis Mueller 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; Nick Schramm, Technology Coordinator; Jolene Huc, Community Ed Director and Stacey Cooper, Food Service Director.

- IV. APPROVAL OF AGENDA: Motion by Heidewald, seconded by Sotka to approve agenda as presented. Motion carried 6-0.

- V. CONSIDER MOTION TO APPROVE CONSENT AGENDA:
 - A. MINUTES OF REGULAR MEETING MAY 18, 2016
 - B. MINUTES OF SPECIAL MEETING ON JUNE 20, 2016
 - C. GENERAL FUND VOUCHERS AND FINANCIAL REPORT
 - D. FUND 60 VOUCHERS AND FINANCIAL REPORTMotion by Cherry, seconded by Sotka to approve consent agenda and financial report including General Fund vouchers 89456-89668 for a total of \$338,219.71 with voids of 89129, 89349, 89360 and 89369 and Fund 60 vouchers 164318-164324 for a total of \$7,149.10 with voids of 164296 and 164301. Motion carried 6-0.

- VI. PUBLIC INPUT: There was no public input.

- VII. CORRESPONDENCE/RECOGNITION:
 - A. RETIRING GUIDANCE COUNSELOR: Robert Johnson was recognized for his 7 years of service with a plaque. He thanked everyone and showed his pride in being able to work for such a great and reputable district.

 - B. STATE TRACK MEET COMPETITORS RECOGNITION: Mr. Mans recognized state track meet competitors Tyler Slaby for his 6th place finish in the pole vault, Billy Retza, Tyler Slaby, Ryan Padgett, Micah Sessler and Dan O’Hearn for their 6th place in the 4x100 relay, and Ryan Padgett for his 2nd place finish in the 100 meters.

 - C. DONATIONS FOR PERFECT ATTENDANCE DRAWINGS: Mr. Baumann thanked Mark and Deb Tomaszewski with T & T Tree Trimming, Pete and Nikki Tomaszewski with Middle Inlet Wood Products, Kay Biernasz, and Mr. Kirchberg and the Crivitz

High School Student Council for their generous donations to the perfect attendance drawings, totaling \$350 in cash drawings.

- D. WISCONSIN RTI CENTER SCHOOL OF MERIT RECOGNITION FOR ELEMENTARY AND MIDDLE SCHOOL: Mr. Mans reported that the WIRtI Center has selected Crivitz Elementary as a School of Distinction, and the Crivitz Middle School as a School of Merit for their work with the PBIS system.

VIII. REPORTS

A. COMMITTEE REPORT(S)

1. PERSONNEL/NEGOTIATIONS COMMITTEE: Mr. Cherry reported that the committee met earlier in the evening. They recommended approving Brad Taylor as full time District employee, Amanda McLain as ½ District, ½ CESA paraprofessional employee, and Stacey Caine as School Psychologist to 4 days per week from 2 ½ days due to shift in staffing.
2. BUILDINGS, GROUNDS & TRANSPORTATION COMMITTEE: Mr. Dama reported that the committee met earlier to discuss the high school track and seal bids. One bid was received, but it was under the \$15,000 threshold, so it will be up to administrative discretion as policy reads. Vehicle maintenance bids were reviewed and the Witt Auto bid will be moved to the full Board for approval. There was only one snow removal bid received, and Richlen Excavating will be moved forward for approval. The GAD bid was recommended for approval for trash and recycling. Elementary dishwasher and replacement bid had no bids returned so the committee will ask the Board to allow administration to purchase the equipment but put the installation and removal out for bids, which will not exceed the \$15,000 threshold, so Mr. White will be asked to keep the Board informed. The extra-curricular transportation contracts are recommended to allow letting of bids. Finally, the elementary scoreboard will fall below the \$15,000 threshold, so it will be left to the discretion of the administration.

B. ADMINISTRATIVE REPORT

1. PATRICK MANS – SUPERINTENDENT: Mr. Mans reported on the close of the 2015-16 school year on June 2 and the beginning of summer school on June 6. He also reported that he met with Cheryl Detrick of NEWCAP on June 20 to discuss plans to have a NEWCAP booth at the open house in August. A representative will also do a presentation for staff at the in-service in August to explain the services NEWCAP can offer to needy families. He reported that the District received a Sparsity Aid payment in the amount of \$176,500 and thanked state representatives Jeff Mursau and Tom Tiffany for their efforts in making this possible. He also reported that our auditors will be in the District beginning June 27 for their initial review and will return in August for three

days to finish their work, leading to the annual audit report usually given in December of each year. Finally, he reported that he was notified by the DPI that the Crivitz Elementary School was recognized as a School of Distinction, while the Middle School was recognized as a School of Merit for their work in developing positive behaviors in school by the WI Response to Intervention Center by the successful implementation of Positive Behavior Interventions and Supports (PBIS). Both schools will receive a banner to be displayed.

2. JEFF BAUMANN – HIGH SCHOOL PRINCIPAL: Mr. Baumann reported that the graduating seniors walked the halls at the Elementary and Middle Schools in their caps and gowns after their graduation practice. Dewey Sessler suggested this idea, and it may be the start of a new tradition. Spring Sports Awards Banquet was held recently in the auditoria. It was catered by Charlie's Island Café. Awards for all winter and spring sports were given to athletes in front of parents and friends. The major sports awards were also awarded to seniors from the Class of 2016. He also reported that the strength and conditioning class is in full swing with 2 classes 3 days a week. There will also be boys' and girls' basketball open gyms, volleyball open gyms, and a football mini-camp.
3. JEFF WALSH – ELEMENTARY/MIDDLE SCHOOL PRINCIPAL: Mr. Baumann reported for the absent Mr. Walsh that the school year came to a close with Eighth Grade Recognition Night. He thanked the Board members that attended. Summer school is in full swing with over 100 students attending. Students and teachers were thanked for their hard work. Mr. Walsh was absent because he was attending the SPDG annual meeting in Madison, as well as the Quality Educator Convention, along with Mr. Graves, Mr. Meyers, Ms. Dyer, Mr. Miller and Mrs. Kueber.
4. TOM WHITE – BUILDINGS, GROUNDS & TRANSPORTATION DIRECTOR: Mr. White reported that summer cleaning and maintenance is in progress. The maintenance employee is completing work orders and has begun working on the cabinets in the elementary office. The high school commons area tile work has begun. The elementary/middle school tile and carpet removal and replacement has also begun.
5. JOLENE HUC – COMMUNITY EDUCATION DIRECTOR: Mrs. Huc thanked Linda Tarmann and Gary Huc for attending the recent advisory council meeting. They discussed the community education budget and the new programs coming through the department. They also discussed working on the community garden, and was suggested from the shop class to have them construct raised gardens and garden shed if possible. They will also be looking for people to help plan the gardens. They will be advertising for a director for theater as well as coaches for youth football and flag football. The next meeting is planned for September.

IX. INFORMATION/DISCUSSION

- A. 2016-2017 STUDENT INSURANCE: Mr. Mans reported that 1st Agency, our student insurance provider, is offering a no cost increase renewal of the policy for 2016-2017. The cost of this policy is \$9,927 and provides insurance for our students while at school or any extra-curricular event.
- B. 2016 SUMMER COMPUTER ROTATION BIDS: Mr. Schramm reported that 3 bids were received. The bid that was least expensive did not match the required specifications and was eliminated. The recommended bid was for SHI International with a bid of \$59,100.
- C. 2016-2019 EXTRA-CURRICULAR BUS CONTRACT BID LETTING: Mr. Mans explained that the extra-curricular bus contract must be let out for bids. The last contract was with Lamers for 3 years.
- D. 2016-2017 TRITON DISTANCE/BLENDED 66.0301 AGREEMENT: The Board is asked to approve the 2016-2017 TRITON agreement. The TRITON Partnership is between several local school districts and is an opportunity to provide additional class offerings to our high school students through I-TV and blended online delivery. The cost for 2016-2017 is \$9092.52 and is \$2458 less than 2015-2016 agreement.
- E. STIPEND FOR GUIDANCE COUNSELOR SERVICES: Mr. Mans explained that this stipend is to compensate new high school guidance counselor Alexandria Graves for up to 5 days of work in the summer. This is the other half of retiring guidance counselor Bob Johnson's 10 day extended contract. Bob worked the 5 days after school was out in June. The stipend was at 1/184th of Alexandria's salary. \$222/day for 5 days. It will be included in her contract beginning with 2016-2017, but she did not have a contract for the 2015-2016 school year, so this is to cover this is just to pay her for her time.
- F. ELEMENTARY/MIDDLE SCHOOL DISHWASHER BID: Mr. Mans reported that there were no bids submitted for the replacement of the elementary/middle school dishwasher. Mr. Dama had explained during committee reports that the Buildings, Grounds and Transportation committee recommended to purchase the equipment directly, even though it may exceed the \$15,000 limit, they would like the Board to allow the administration the discretion of purchase, bidding out the labor separately.
- G. 2016-2017 BREAD AND BUNS BIDS: Mr. Mans and Mrs. Cooper reviewed the bids received for baker items for the 2016-2017 school year. Mrs. Cooper recommended Reinhart Foods, but the Board preferred to stay local, using Witt's Piggly Wiggly, since they reside in our district.
- H. 2016-2017 MILK BIDS: There was only one bid was received for milk from Dean Foods/Morning Glory Dairy.

- I. 2016-2017 VEHICLE MAINTENANCE BIDS: There were two bids received from Witt Auto Sales and Northern Automotive. Witt Auto was recommended, since they provide every 5th oil change for free and allow a 5% credit for repairs.
- J. 2016-2017 SNOWPLOWING BIDS: One bid was received from Richlen Excavating, and they were recommended for approval with a slight increase in cost for ice melt at the high school building.
- K. 2016-2017 GARBAGE DISPOSAL BIDS: Bids were received from GAD and Waste Management. GAD, our current provider, is recommended for approval at the same rate as 2015-2016.
- L. HIGH SCHOOL TRACK SEAL AND REPAIR BIDS: There was only one bid received by the same bidder that submitted a bid last time, only with around an \$800 increase in cost. It is beneath the \$15,000 threshold, so it is recommended that the administration have discretion in this project.
- M. DISTRICT STRATEGIC PLANNING: Mr. Mans contacted WASB about having a WASB consultant facilitate our District strategic planning. WASB does have consultants who specialize in working with Districts to carry out comprehensive strategic planning. The process involves working with administration, the Board, staff, and community members. It would require approximately five 2.5 hour meetings of the Board over the span of three months. There would be other time and work involved for the administration in gathering data and information needed for the process. The cost for Crivitz would be approximately \$8500. Their consultants have extensive experience providing this service to school districts and understand the complexities of public school funding and management.
- X. ITEMS SCHEDULED FOR ACTION
 - A. RESIGNATION(S)
 - 1. JUNIOR HIGH CHEER COACH: Motion by Grandaw, seconded by Heidewald to approve Debbie Atwood's resignation as Junior High Cheer Coach. Motion carried 6-0.
 - 2. CO-STUDENT COUNCIL ADVISOR: Motion by Sotka, seconded by Grandaw to approve Alexys Druckrey's resignation as Co-Student Council Advisor. Motion carried 6-0.
 - 3. 8TH GRADE GIRLS' BASKETBALL COACH: Motion by Grandaw, seconded by Huc to approve Missy Gruszynski's resignation as 8th Grade Girls' Basketball Coach. Motion carried 5-0-1 with Dama abstaining.

- B. APPOINTMENT(S)
1. TECHNICAL EDUCATION/EBD TEACHER: Motion by Heidewald, seconded by Sotka to approve Brad Taylor as Crivitz School District Tech Ed/EBD Teacher. Motion carried 6-0.
 2. PART-TIME DISTRICT PARAPROFESSIONAL: Motion by Cherry, seconded by Grandaw to approve Amanda McLain as ½ Crivitz School District and ½ CESA paraprofessional employee. Motion carried 5-0-1 with Dama abstaining.
 3. SUBSTITUTE CLERICAL: Motion by Heidewald, seconded by Grandaw to approve Penny Aguilar as substitute clerical employee. Motion carried 5-0-1 with Huc abstaining.
 4. VOLUNTEER/CHAPERONES: Motion by Heidewald, seconded by Cherry to approve the list of volunteers/chaperones as presented. Motion carried 6-0.
- C. RESOLUTION FOR USE OF CASH BALANCE FOR 2015-2016: Motion by Cherry, seconded by Grandaw to approve the resolution for use of cash balance for 2015-2016 as read. Roll call vote was taken: Dama-Yes, Sotka-Yes, Cherry-Yes, Mueller-Absent, Heidewald-Yes, Huc-Yes and Grandaw-Yes. Motion carried.
- D. RESOLUTION AUTHORIZING PAYMENT OF OBLIGATIONS: Motion by Cherry, seconded by Heidewald to approve resolution authorizing payment of obligations as read. Roll call vote was taken: Dama-Yes, Sotka-Yes, Cherry-Yes, Mueller-Absent, Heidewald-Yes, Huc-Yes and Grandaw-Yes. Motion carried.
- E. 2016-2017 WASB MEMBERSHIP: Motion by Cherry, seconded by Grandaw to approve the 2016-2017 WASB membership as presented. Motion carried 6-0.
- F. 2016-2019 EXTRA-CURRICULAR BUS CONTRACT BID LETTING: Motion by Huc, seconded by Sotka to approve letting of bids for the 2016-2019 extra-curricular bus contract as presented. Motion carried 6-0.
- G. RESOLUTION TO APPROVE 66.0301 AGREEMENT WITH LENA FOR MUSIC TEACHER: Motion by Sotka, seconded by Grandaw to approve the 66.0301 agreement with Lena for music teacher as read. Roll call vote was taken: Dama-Yes, Sotka-Yes, Cherry-Yes, Mueller-Absent, Heidewald-Yes, Huc-Yes and Grandaw-Yes. Motion carried.
- H. STIPEND FOR GUIDANCE COUNSELOR SERVICES: Motion by Cherry, seconded by Huc to approve the stipend for Alexandria Graves for 5 days paid at the daily rate. Motion carried 6-0.

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- I. 2016-2017 TRITON DISTANCE/BLENDED 66.0301 AGREEMENT: Motion by Cherry, seconded by Heidewald to approve the 2016-2017 TRITON Distance/Blended 66.0301 Agreement as presented. Motion carried 6-0.
- J. 2016-2017 STUDENT INSURANCE: Motion by Grandaw, seconded by Cherry to approve 1st Agency as 2016-2017 student insurance provider at no additional cost. Motion carried 6-0.
- K. 2016 SUMMER COMPUTER ROTATION BID: Motion by Heidewald, seconded by Cherry to approve the summer computer rotation bid from SHI International in the amount of \$59,100. Motion carried 6-0.
- L. CONTRACT FOR SERVICES WITH CESA 7 FOR TITLE III: Motion by Heidewald, seconded by Sotka to approve the contract for services with CESA 7 for Title III as presented. Motion carried 6-0.
- M. ELEMENTARY/MIDDLE SCHOOL DISHWASHER BID: Motion by Huc, seconded by Sotka to allow the administration to move forward with the purchase of the Elementary/Middle School dishwasher replacement in the event it exceeds the \$15,000 limit due to timing. Motion carried 6-0.
- N. 2016-2017 BREAD AND BUNS BID: Motion by Dama, seconded by Grandaw to approve the bid by Witt's Piggly Wiggly for 2016-2017 with a friendly amendment by Sotka to add formulation statement/CSN labels as requested or the Board may revisit. Motion carried 6-0.
- O. 2016-2017 MILK BID: Motion by Grandaw, seconded by Heidewald to approve Dean's/Morning Glory Dairy as 2016-2017 milk bid. Motion carried 6-0.
- P. 2016-2017 VEHICLE MAINTENANCE BID: Motion by Sotka, seconded by Huc to approve Witt Auto as 2016-2017 vehicle maintenance bid. Motion carried 6-0.
- Q. 2016-2017 SNOWPLOWING BID: Motion by Sotka, seconded by Heidewald to approve Richlen Excavating as 2016-2017 snowplowing bid. Motion carried 6-0.
- R. 2016-2017 GARBAGE DISPOSAL BID: Motion by Grandaw, seconded by Sotka to approve GAD as 2016-2017 garbage disposal bid. Motion carried 6-0.
- S. HIGH SCHOOL TRACK SEAL AND REPAIR BID: Due to bid amount under the \$15,000 threshold, there was no action on this item. The administration may make all decisions pertaining to this bid item.
- T. DISTRICT HEALTH REIMBURSEMENT ACCOUNT PLAN RENEWAL: Motion by Huc, seconded by Sotka to approve DBS with a slight increase of \$10 per member as proposed. Motion carried 6-0.

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- U. DISTRICT STRATEGIC PLANNING: Motion by Heidewald, seconded by Grandaw to move forward with using WASB on the District strategic planning process. Motion carried 6-0.
- XI. ADJOURNMENT: Motion by Grandaw, seconded by Heidewald to adjourn at 6:57 p.m. Motion carried 6-0.

Prepared by:

Jannie Marsolek
Recording Secretary

Kris Heidewald
Clerk

Michael Dama
President