

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

**OFFICIAL MINUTES**

Regular Meeting of the Board of Education.....August 20, 2014

- I. **CALL TO ORDER:** The regular meeting of the Board of Education was called to order by President Dama at 6:01 p.m.
  
- II. **PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was recited.
  
- III. **ROLL CALL:** The following members were present: Michael Dama, Tim McFadden, Jane Meissner, Martha Neitzer, Lyle Cherry, Travis Mueller and Cory Sotka. Others present: Patrick Mans, Superintendent; Jannie Marsolek, Administrative Secretary; Thomas White, Building, Grounds and Transportation Director; Linda Tarmann, Business Administrative Assistant; Jeff Baumann, High School Principal; Jeff Walsh, Elementary Principal; Jolene Huc, Community Ed Director and Nick Schramm, Technology Director.
  
- IV. **APPROVAL OF AGENDA:** Motion by Neitzer, seconded by Cherry to approve agenda as presented. Motion carried 7-0.
  
- V. **CONSIDER MOTION TO APPROVE CONSENT AGENDA**
  - A. MINUTES OF REGULAR MEETING JULY 16, 2014
  - B. MINUTES OF SPECIAL MEETING JULY 22, 2014
  - C. MINUTES OF SPECIAL MEETING AUGUST 13, 2014
  - D. VOUCHERS
  - E. COMPUTER REPLACEMENT VOUCHER
  - F. FINANCIAL REPORT

Motion by Neitzer, seconded by Meissner to approve consent agenda including general fund vouchers 84903 – 85089 for a total of \$822,379.85 with void of 84914, and fund 39 debt service voucher 1019 for \$43,250.00, and fund 60 with vouchers 163992 – 163995 for a total of \$3,942.66. Motion carried 7-0.
  
- VI. **PUBLIC INPUT:** None
  
- VII. **CORRESPONDENCE/RECOGNITION:** None
  
- VIII. **REPORTS**
  - A. **COMMITTEE REPORT(S)**
    1. **POLICY:** Mr. Sotka reported that the Policy Committee met on August 13<sup>th</sup> to review NEOLA policy updates. The committee recommended that the first reading.

2. BUILDINGS, GROUNDS AND TRANSPORTATION: Mr. Dama reported that the Buildings, Grounds and Transportation Committee met earlier to hear the ESG building improvements plan and move it ahead to full Board.

B. ADMINISTRATIVE REPORT(S)

1. PATRICK MANS, SUPERINTENDENT: In late July the District received some very welcome financial news from the DPI. For the 2014-2015 school year Crivitz will receive \$170,000 in additional aid. This categorical aid is sparsity aid and is given to school districts throughout WI which meet three criteria. 1) the district is in a high poverty area based on having a greater than 20% free and reduced lunch rate. 2) the district has less than 10 students per square mile and 3) the district has less than 725 students enrolled. Categorical aid is aid outside the revenue limit meaning it does not increase the District's revenue limit. This additional state aid will help in bringing the 2014-2015 budget in line but it is important to remember that this aid may only be for one year. Our 2013-2014 adjusted student count was 724 students, so if the District should see an influx of students this year, it may not be eligible for such aid next year resulting in the budget for 2015-2016 being \$170,000 less than this year. The last time the District received this sparsity aid was in 2008.

The Wisconsin Taxpayers Alliance researches tax related information annually and this year noted that despite political rhetoric to contrary, Wisconsin's quality public school system is a point of pride for taxpayers in the state. They also noted that the average college entrance exam scores for Wisconsin students was 7% higher than nationally and high school graduation rates for entering 9<sup>th</sup> graders was not only much higher in Wisconsin (86.2%) than nationally (70.1%) but also surpassed all four surrounding states.

In addition, based on statistics recently released by the Department of Public Instruction, Wisconsin's composite ACT score continued its rise to 22.1 which ranks Wisconsin 2<sup>nd</sup> in the nation on the ACT. Even better news is that locally, our students surpassed the WI average with a composite ACT of 22.8.

I point out these statistics in an effort to remind everyone that both here in Crivitz and statewide some great things are being accomplished by our kids. The efforts of everyone involved in public education including kids, parents, school staff, school boards and caring engaged communities should be given credit for this success.

Finally, the new school year is just around the corner. Staff will begin their preparation for the new school year on Tuesday, August 26. Staff in-service will continue through Thursday, August 28<sup>th</sup> culminating with a

District wide open house Thursday afternoon from 1:00 – 3:30. Students will begin their school year the morning of Tuesday, September 2.

2. JEFF WALSH, ELEMENTARY/MIDDLE SCHOOL PRINCIPAL: On August 18 and today we had training for our new math programs, Math Expressions for K-5 and Big Ideas for grades 6-8. The teachers previewed these programs during last school year and we were able to purchase these for this school year. We are looking forward to the new programs helping our children grow in the areas of math education.

On Monday, the new teachers report to the buildings for new teacher orientation. The principals will meet and go over information with the teachers to acclimate them to the district and the respective schools. All teachers report to the buildings Tuesday the 26<sup>th</sup> and work through the Open House on the 28<sup>th</sup>. We are looking forward to a great year beginning on the 2nd of Sept.

Crivitz Junior High will again be working on in the State Personnel Development Grant. This is a grant we received to build Professional Learning Communities. We began this grant last year and have 4 years remaining in the grant funding. We have goals that were set in the Spring that we will be working on as the year goes on.

The elementary and middle school custodians have done a great job on the building and it is pretty well set for the school year. Thanks to Mr. White and his crew for all of the hard work.

3. JEFF BAUMANN, HIGH SCHOOL PRINCIPAL: I am excited to announce that we will have two foreign exchange students for the 2014-15 school year. The first student's name is Laura Kaltwasser, and she resides in Germany. Her host family will be Dan and Melissa Wieting. Hannah Freese, also from Germany, has also been approved and will be staying with the Lukas Deschane family. It will be nice to have them enrolled at Crivitz High School and sharing their experiences with our students.

This year we will be using a software suite called Study Island for remediation of students struggling in English and math. We have identified 19 math students and 20 English students in grades 9-10 who have scored less than proficient on standardized tests and who have struggled in the classroom. We are excited to use this software in combination with our new resource hour procedures to help our students improve in both core areas.

Mrs. Zeitler and Mrs. Tomaszewski have put a great deal of effort into streamlining our student registration process. Parents can now go online if they have internet access, and enter student information directly. They do not have to wait for packets to be put together to fill out the information on paper copies. Parents can choose to have packets made up if they

prefer, but so far the online participation has been encouraging and we have been able to save some money in the process on paper costs.

The fall activities have already started even though school is two weeks away. Cheerleading and dance team have begun practicing, and the numbers in football and volleyball have been very good. We are anticipating a great deal of success for the upcoming fall season.

4. TOM WHITE, BUILDINGS, GROUNDS & TRANS DIRECTOR:  
*Summer Cleaning & Maintenance:* The summer cleaning is wrapping up and will be completed before teachers arrive the last week in August. There are still areas that need to be painted, and many minor maintenance tasks to be completed.  
*Elementary Cafeteria Tile:* The installation of the new floor tile in the elementary cafeteria is complete. The new tile still needs to be stripped and finished with 6 coats of floor wax, and will be ready when students return.  
*Softball Field:* The softball field work is well underway and excavation has been completed. Spreading and leveling the top dirt for seeding began this week. The old practice field goal post was in the way of the new softball field and was destroyed upon removal. Thanks go to Richlen Enterprises for the donation of their labor in building a new one, which we hope to install this week.  
*New Maintenance Person:* Our new maintenance person is adapting well to the position, and has accomplished many maintenance tasks. We are working together to develop and prioritize a list of upcoming maintenance needs.
5. JOLENE HUC, COMMUNITY EDUCATION DIRECTOR: Mrs. Huc reported that the Community Ed Advisory Committee did not have a meeting in August, but had a list of classes and events covered by Community Ed. There were also some new programs added to the list (see attached).

#### IX. ITEMS FOR DISCUSSION

- A. ESG COMPREHENSIVE PLAN: Josh Hounsel from ESG updated their comprehensive plan voted on last April. He asked to have the report alone approved to move ahead to plan a workshop to review specific cost saving projects.
- B. SUPPORT STAFF DAYS OFF WITHOUT PAY: Mr. White asked the Board if they would approve part-time full-year support staff without any vacation be allowed to take ten days without pay, at supervisory discretion. This would be a

savings for the District, since substitute custodians are paid at a rate less than what the staff currently earns.

- C. 2014-2015 BUDGET UPDATE: Linda Tarmann updated the Board on the 2014-2015 budget. She spoke about the sparsity aid and how this will change the budget, as well as other items not included in the original estimate.
- D. 2014-2015 STAFF COMPENSATION: Personnel/Negotiations Committee met back in May and recommended a 2% increase in staff compensation if the budget allowed. He asked that the Board approve the recommended amount for all staff.

X. ITEMS SCHEDULED FOR ACTION:

A. RESIGNATION(s)

- 1. LANGUAGE ARTS TEACHER AND GRADE 1 TEACHER: Motion by Cherry, seconded by Meissner to accept the resignations of Language Arts teacher Jamie Johnson and Grade 1 teacher Amy Paulson with enforcement of \$500 breach of contract fee. Motion carried 3-2-2.

B. APPOINTMENTS

- 1. PART-TIME SPECIAL EDUCATION DIRECTOR: Motion by Cherry, seconded by Mueller to approve David Cullen as Part-Time Special Education Director at 2 days per week. Motion carried 7-0.
- 2. PART-TIME SCHOOL PSYCHOLOGIST: Motion by Meissner, seconded by Neitzer to approve Stacey Caine as Part-Time School Psychologist. Motion carried 7-0.
- 3. SUBSTITUTE CUSTODIAN: Motion by Cherry, seconded by Neitzer to approve Tracy Beyer as substitute custodian. Motion carried 7-0.
- 4. SUBSTITUTE TEACHERS: Motion by Neitzer, seconded by Cherry to approve Karol Piantine and Patricia Lawrence as substitute teachers. Motion carried 7-0.
- 5. VOLUNTEER/CHAPERONES: Motion by McFadden, seconded by Mueller to approve Irene Bauer, Dawn Behrendt, Ryan Bemis, Kelly Ducaine, Bo Heinemeyer, Victoria LaFave, Steve Marvin and Breanna McNamer. Motion carried 7-0.

- C. SUBSTITUTE STAFF LISTS: Motion by Cherry, seconded by Meissner to approve the list of substitute staff listing as presented (see attached). Motion carried 7-0.
- D. DEBT SERVICE PAYMENT: Motion by Neitzer, seconded by Meissner to approve the August payment of \$43,250.00. Motion carried 7-0.
- E. 2014-2015 TRANSPORTATION HANDBOOK: Motion by McFadden, seconded by Meissner to approve the 2014-2015 Transportation Handbook as presented. Motion carried 7-0.
- F. ESG COMPREHENSIVE PLAN: Motion by Sotka, seconded by Cherry to approve ESG Comprehensive Plan as presented to move forward. Motion carried 7-0.
- G. MEDICAL ADVISOR MEMORANDUM OF UNDERSTANDING: Motion by Neitzer, seconded by Cherry to approve Nurse Kubicek's request for Medical Advisor Memorandum of Understanding for 2014-2015 as presented and required. Dr. Singh is the listed as medical advisor. Motion carried 6-0-1.
- H. 2013-2014 PREK-12 SECLUSION/RESTRAINT REPORT: Motion by Neitzer, seconded by Sotka to approve the 2013-2014 PreK – 12 Seclusion/Restraint Report showing no instances. Motion carried 7-0.
- I. SUPPORT STAFF DAYS OFF WITHOUT PAY: Motion by McFadden, seconded by Mueller to approve ten days without pay at Mr. White's discretion for full-year part-time support staff. Motion carried 7-0.
- J. 2014-2015 STAFF COMPENSATION: Motion by McFadden, seconded by Mueller to approve a 2% staff increase. Motion carried 7-0.
- K. FIRST READING NEOLA BOARD POLICY UPDATES:
  - 1. POLICY 2270 – RELIGION IN THE CURRICULUM
  - 2. POLICY 3120 – EMPLOYMENT OF PROFESSIONAL STAFF
  - 3. POLICY 3236 – RECEIPT OF LEGAL DOCUMENTS BY DISTRICT EMPLOYEES
  - 4. POLICY 3340 – GRIEVANCE PROCEDURE
  - 5. POLICY 4120 – EMPLOYMENT OF SUPPORT STAFF
  - 6. POLICY 4236 – RECEIPT OF LEGAL DOCUMENTS BY DISTRICT STAFF
  - 7. POLICY 5113 – OPEN ENROLLMENT
  - 8. POLICY 5113.01 – COURSE OPTIONS
  - 9. POLICY 5320 – IMMUNIZATIONS

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10. POLICY 5330 – ADMINISTRATION OF MEDICATION/EMERGENCY CARE
11. POLICY 5335 – CARE OF STUDENTS WITH CHRONIC HEALTH CONDITIONS
12. POLICY 6800 – SYSTEM OF ACCOUNTING
13. POLICY 7540.01 – TECHNOLOGY PRIVACY
14. POLICY 8210 – SCHOOL CALENDAR
15. POLICY 8325 – RECEIPT OF LEGAL DOCUMENTS BY DISTRICT STAFF
16. POLICY 2131.01 – READING INSTRUCTIONAL GOALS AND KINDERGARTEN ASSESSMENT

Motion by McFadden, seconded by Sotka to approve the first reading of NEOLA Board Policy Updates as recommended by the Policy Committee Meeting on August 13<sup>th</sup>. Motion carried 7-0.

- XI. ADJOURNMENT: Motion by Meissner, seconded by McFadden to adjourn at 6:56 p.m. Motion carried 7-0.

Prepared by:

Jannie Marsolek  
Recording Secretary

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Tim McFadden  
Clerk

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Michael Dama  
President