

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

OFFICIAL MINUTES

Regular Meeting of the Board of Education.....August 21, 2013

- 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, Tim McFadden, Martha Neitzer, Lyle Cherry, Travis Mueller and Cory Sotka and Jane Meissner (be it noted that Cory Sotka arrived late at 6:34)

Others present: Patrick Mans, Superintendent; Jeff Baumann, High School Principal; Jeff Walsh, Elementary Principal; Jannie Marsolek, Administrative Secretary; Thomas White, Building, Grounds and Transportation Director; Nick Schramm, Technology Coordinator; and Debra Kabacinski, Food Service Director.

- IV. APPROVAL OF AGENDA: Motion by Meissner, seconded by Neitzer to approve the agenda as presented. Motion carried 6 - 0.
- V. CONSIDER MOTION TO APPROVE CONSENT AGENDA:
 - A. MINUTES OF REGULAR MEETING July 17, 2013
 - B. VOUCHERS
 - C. FINANCIAL REPORT

Motion by Neitzer, seconded by Mueller to approve consent agenda with approval of vouchers 82848-82857 in the amount of \$535,019.86 with void of 82845, Fund 39 with voucher 1016 for a total of \$56,650, and to approve Fund 60 with vouchers 163814 – 163819 for a total of \$5,484.05. Motion carried 6 – 0.

- VI. PUBLIC INPUT: there was no public input.
- VII. CORRESPONDENCE/RECOGNITION: Thank you to the Wolverine Boosters for their donation of \$700 for Stadium Flags and \$500 for a field stencil kit. Also, there was a WASB certificate presented.

VIII. REPORTS

A. COMMITTEE REPORT(S)

1. PERSONNEL/NEGOTIATIONS REPORT: The Personnel/Negotiations Committee met on Tuesday, August 20, 2013 regarding updates to staffing up for approval later in the meeting.
2. BUILDING, GROUNDS AND TRANSPORTATION: The Committee met tonight to discuss the purchase of wall mats for the High School gym's north wall and to hear Mr. White's long range plan outline. Mr. Dama complimented the maintenance staff on the great work in the Elementary Building.

C. ADMINISTRATIVE REPORTS

1. PATRICK MANS, SUPERINTENDENT: Everything is on track for the start of the new school year. New teachers will begin in-service on Monday, August 26. Veteran staff will begin in-service on Tuesday, August 27. In-service for staff will continue on Wednesday, August 28th and Thursday, August 29th. We will hold an open house from 1:00 – 3:30 p.m. on Thursday. School will begin for students on Tuesday, September 3. The Crivitz High School Centennial Celebration is set to go and begins at 3:30-5:00 on Friday, September 6 with a carnival at the Elementary/Middle School. The carnival is sponsored by the Wolverine PTO. There will be a senior polka dance at the Elementary/Middle School featuring the Pete Swanson Band from 6:00 to 10:00 p.m. Also on Friday evening is the "Run for Rissa" 5K run/walk to benefit the Marissa Grabowski Scholarship fund. This year's event will be a "glow" run begins at 7:30 p.m. at the High School. On Saturday, the parade will begin at 10:00 a.m. The tailgate party sponsored by the Wolverine Sports Boosters will begin at 11:00 p.m. and continue until the start of the game at 1:00 p.m. Hamburgers, hot dogs and other dishes will be served free of charge. Donations are greatly appreciated. The varsity football game against Wausaukee will begin at 1:00 p.m. Witt Ford will again be sponsoring the "drive 1 for your school" fundraiser. For each test drive Witt Ford will donate \$20 to the High School. Last year this fundraiser generated over \$5000 for Crivitz High School. Then from 4:00 until 6:00 p.m. there will be receptions at both schools. The Historical Museum will be open on Saturday from 12:00 – 4:00 p.m. for tours. Tours will be available at both schools from 10:00 - 1:00 and 3:00 – 5:00 p.m. on Saturday.

2. JEFF BAUMANN, HIGH SCHOOL PRINCIPAL: The ACT results were mailed to the high school this week. We finished at, or above the state average in 3 of the 4 categories: math, reading, and science. We finished .4 of a point lower than the state average in English. Overall, our composite score was .1 of a point above the state average at 22.2. The packets have been put together in the high school office and will be handed out on Thursday, August 22, and Friday, August 23. Students will find all the information they will need for the 2013-14 school year, including student schedules and informational forms that will need to be turned into the office at the start of the school year. New teacher in-service will be held on Monday, August 26th. The entire staff will report on Tuesday, Wednesday, and Thursday for in-service days. Our open house will take place from noon until 3 p.m. on Thursday, August 29. Students can come into the building, find their lockers, and meet with the teachers in the classrooms. This time is especially valuable for incoming freshman to orient themselves before the first day of the school year. Our football teams and volleyball teams have both begun practicing for their fall seasons. Both the varsity and JV football teams looked good in a 3-team scrimmage last Saturday involving Laona-Wabeno and Northern Elite. Our varsity volleyball team will get its first test next Tuesday, August 27th, as they host the Crivitz Invitational at noon. The JV team will start its play on Thursday.
3. JEFF WALSH, ELEMENTARY/MIDDLE SCHOOL PRINCIPAL: On August 8 and 9 we had our annual Data Analysis. This was a great two-day period where the teachers were able to look at test results and trends for the students in grades 3-8 and 10. We look at straight scores, scores of students with disabilities compared to non-disabled students and students with free and reduced lunches as compared to non free and reduced students. In dealing with the different data on students, teachers are able to know and adjust going into the school year so they can meet the children where they are in the educational process. 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 27th and work through the Open House on the 29th. We are looking forward to a great year beginning on the 3rd of Sept. Crivitz Middle school received notification that we have been chosen to receive the Wisconsin State Personnel Development Grant – LEA Cohort Selection. Read the letter. Special thanks to Mr. Verschay and Mr. Miller in helping me prepare the application for the grant. 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. The new tile and carpeting looks great and I look forward to the parents and students seeing how bright and new it makes the building look.

4. TOM WHITE, BUILDINGS, GROUNDS AND TRANSPORTATION DIRECTOR: Summer Cleaning and Maintenance: The summer cleaning is complete and we are using the remaining time to paint and tackle small projects around the facilities. The custodial staff did an outstanding job this year, and should be commended. Elementary Flooring: The library carpet tile was laid on Tuesday, completing the elementary flooring project. All the new tile floors have received 6 coats of floor finish. I want to commend Maccos flooring for a job well done. I also want to thank Cassie Sikowski for volunteering her time to do design work and pick the color schemes for this project. HS Lighting Improvements: The high school lighting improvement project is complete. I want to commend Faith Technologies for a job well done. High School Gym: The high school gym floor was refinished, and the walls are receiving a fresh coat of paint. We will be changing the color of the accent stripes to more closely match our team blue and gold. Elementary Water Meter/Inlet: The village of Crivitz replaced our water meter and water inlet piping at the elementary school. New valves were installed and corroded pipe replaced. This was done through state funds the village received recently, so there was no cost to the district. Annual Bus Driver Meeting: We met this morning with the bus drivers to discuss expectations and review routes for the upcoming school year.
5. JOLENE HUC, COMMUNITY EDUCATION DIRECTOR – Absent

IX. ITEMS FOR DISCUSSION:

- A. WALL MATS FOR HIGH SCHOOL GYM: Mr. White commented that the Booster Club is supplying a mat under the basketball hoop on the north wall, so “C-Club would like to include additional mats to cover the entire north wall, especially around the corners where the wall is sharp and gets scuffed frequently, donating \$1,000 toward them. Our cost will be about \$2,600.
- B. PHONE SYSTEM: Mr. Schramm wanted to inform the Board on the phone system needing replacement soon. Due to unavailability of replacement parts and an outdated phone system, a new phone system will be needed in the near future. To be proactive, he would like to begin research on implementing a new system. No further questions were asked by the Board at this time.

- C. VEHICLE MAINTENANCE BIDS: The vehicle maintenance bids came in from Witt Auto Sales and Northern Tire. Bids were close in price so there was discussion to split services from year to year. Mr. White only had experience with Witt Auto Sales, so he had no recommendation. The Board will decide the result.
- D. BUSINESS MACHINE LEASE BID: Mr. Schramm reported that the 4-year lease for the seven business machines will be ending in November. He asked for permission to put it out on bid. There was discussion from the Board asking if various companies are available to offer services.
- E. SUBSTITUTE TEACHER COMPENSATION: Included in Board packet was a list showing sub teacher pay for Crivitz and neighboring districts. Crivitz has not adjusted its sub pay rate for many years. We are in a daily competition with neighboring districts for many of the same subs. The recommendation is that the daily sub pay rate be increased from \$80 to \$90. It is further recommended that the long term (after 10 consecutive days) rate be decreased from \$ 183/day (1/180th of base teacher pay) to \$133/day.
- F. CHANGE IN 7-12 ATHLETIC/ACTIVITIES CODE: The Athletic/Activities Code change proposal was discussed. It noted a change from allowing one F grade for full participation to no F's being allowed for full participation. This change will bring Crivitz in line with the WIAA guidelines and all other local districts.
- G. CESA 8 2013-2014 CONTRACT ADDENDUM: The addendum is in the amount of \$68,529 of additional special education costs for 2013-2014. This increase in cost is due to the hiring of Darice Taylor as the Elementary/Middle School EBD (emotional behavioral disability) teacher replacing Nancy Sharkey.
- H. BREAD AND BUNS BID: Debbie Kabacinski (Food Service Director) shared the 2013-2014 bread and bun bids with Board.
- I. SPAIN TRIP PRESENTATION: Valerie Diaz (Spanish teacher) gave a brief presentation on the High School Spanish Club's trip to Spain this past June.

X. ITEMS SCHEDULED FOR ACTION

A. APPOINTMENTS

1. BUSINESS EDUCATION TEACHER: Motion by Meissner, seconded by McFadden to approve Daren Sommerfeldt as the Business Education Teacher. Motion carried 7 – 0.
2. HIGH/MIDDLE SCHOOL ENGLISH TEACHER: Motion by Neitzer, seconded by Cherry to approve Jamie Johnson as High/Middle School English Teacher. Motion carried 7 – 0.
3. ELEMENTARY/MIDDLE SCHOOL EBD TEACHER: Motion by Cherry, seconded by Sotka to approve Darice Taylor as Elementary/Middle School EBD Teacher – CESA. Motion carried 7 – 0.
4. 3rd GRADE TEACHER: Motion by Neitzer, seconded by Mueller to approve Vanessa Lecy as 3rd Grade Teacher. Motion carried 7 – 0.
5. PART-TIME HIGH SCHOOL ENGLISH TEACHER: Motion by Meissner, seconded by Neitzer to approve Gerald Heroux as Part-Time High School English Teacher. Motion carried 7 – 0.
6. PART-TIME MUSIC TEACHER: Motion by Cherry, seconded by Mueller to approve Hilary Oskey as Part-Time Music Teacher, shared with Lena School District. Motion carried 7 – 0.
7. PART-TIME TECH ED TEACHER: Motion by Cherry, seconded by Meissner to approve John Trombley as Part-Time Tech Ed Teacher. Motion carried 7 – 0.
8. HIGH SCHOOL SECRETARY: Motion by Sotka, seconded by Meissner to approve Nicole Tomaszewski as High School Secretary. Motion carried 7 – 0.
9. SUBSTITUTE TEACHER: Motion by Cherry, seconded by Mueller to approve Mary Salesky as Substitute Teacher. Motion carried 7 – 0.
10. SUBSTITUTE CUSTODIAN: Motion by Mueller, seconded by Cherry to approve Carolyn Jacobson as substitute custodian. Motion carried 7 – 0.

11. COMMUNITY ED PROGRAM INSTRUCTORS: Motion by Meissner, seconded by Cherry to approve Bunny Peplinski as Community Ed Program Instructor. Motion carried 7 – 0.
 12. 8TH GRADE GIRLS BASKETBALL COACH: Motion by Meissner, seconded by McFadden to approve Joe Hanson as 8th Grade Girls Basketball Coach. Motion carried 7 – 0.
 13. 6TH GRADE COMMUNITY ED GIRLS BASKETBALL VOLUNTEER: Motion by McFadden, seconded by Neitzer to approve Missy Gruszynski as 6th Grade Community Ed Girls Basketball Volunteer. Mr. Dama abstained. Motion carried 6 – 0 – 1.
 14. 7TH GRADE VOLLEYBALL COACH: Motion by McFadden, seconded by Mueller to approve Ryan Bemis as 7th Grade Volleyball Coach. Motion carried 7 – 0.
 15. 8TH GRADE VOLLEYBALL COACH: Motion by McFadden, seconded by Mueller to approve Kathy Lieuwen as 8th Grade Volleyball Coach. Motion carried 7 – 0.
- B. SUBSTITUTE STAFF LIST: Motion by Meissner, seconded by Neitzer to approve the Substitute Staff List attached. Motion carried 7 – 0.
- C. DEBT SERVICE PAYMENT: Motion by Neitzer, seconded by Meissner to approve Semi-Annual Interest Debt Service Payment in the amount of \$56,650.00. Motion carried 7 – 0.
- D. BUSINESS MACHINE LEASE: Motion by McFadden, seconded by Meissner to approve the letting of bids for new business machines. Motion carried 7 – 0.
- E. SUBSTITUTE TEACHER COMPENSATION: Motion by Neitzer, seconded by Cherry to approve the Substitute Teacher Compensation rates as proposed. Motion carried 7 – 0.
- F. CHANGE IN 7-12 ATHLETIC/ACTIVITIES CODE: Motion by Cherry, seconded by Mueller to approve the change to 7 – 12 Athletic/Activities Code as proposed. After discussion, motion carried 6 – 1.
- G. WALL MATS FOR HIGH SCHOOL GYM: Motion by Mueller, seconded by Cherry to approve the purchase of additional wall mats for the north wall of the Gym. Motion carried 7 – 0.

- H. CESA 8 2013-2014 CONTRACT ADDENDUM: Motion by Cherry, seconded by Mueller to approve the CESA 8 Contract Addendum as presented. Motion carried 7 – 0.
- I. VEHICLE MAINTENANCE BID: Motion by McFadden, seconded by Mueller to approve Northern Automotive for Vehicle Maintenance and Repair. Motion carried 7 – 0.
- J. BREAD AND BUNS BID: Motion by Mueller, seconded by McFadden to approve Sara Lee’s Bread and Buns Bid. Motion failed by a 3 – 4 vote. Motion by Meissner, seconded by Sotka to approve Witt’s Piggly Wiggly’s Bread and Buns Bid. Motion carried 4 – 3.
- K. SECOND READING NEOLA BOARD POLICY UPDATES
1. POLICY 3220 – STAFF EVALUATION
 2. POLICY 3420 – HEALTH INSURANCE BENEFIT
 3. POLICY 3425 – BENEFITS
 4. POLICY 4420 – HEALTH INSURANCE BENEFIT
 5. POLICY 4431 – EMPLOYEE LEAVES
- Motion by Neitzer, seconded by McFadden to approve the second reading of NEOLA Policy Updates as proposed. Motion carried 7 – 0.
- L. COMMUNITY ED YOUTH FOOTBALL: Motion by Mueller, seconded by Meissner to approve Youth Football through Community Ed. Motion carried 6 – 1.
- XI. RECESS TO EXECUTIVE CLOSED SESSION AS PER WISCONSIN STATUTE 19.85(1)(f)(a) CONSIDERING FINANCIAL, MEDICAL SOCIAL OR PERSONAL HISTORIES OR DISCIPLINARY DATA OF SPECIFIC PERSONS, PRELIMINARY CONSIDERATION OF SPECIFIC PERSONNEL PROBLEMS OR THE INVESTIGATION OF CHARGES AGAINST SPECIFIC PERSONS... DELIBERATING CONCERNING A CASE WHICH WAS THE SUBJECT OF ANY JUDICIAL OR QUASI-JUDICIAL TRIAL OR HEARING BEFORE THAT GOVERNMENTAL BODY: Recess to Executive Closed Session as per WI Statute 19.85(1)(f)(a) at 7:12. Roll Call Vote was taken. Dama, Y; McFadden, Y; Neitzer, Y; Cherry, Y; Mueller, Y; Sotka, Y; Meissner, Y.
- XII. RECONVENE INTO OPEN SESSION AND TAKE ANY NECESSARY PUBLIC ACTION: Motion by Meissner, seconded by Mueller to reconvene into open session at 7:37. Motion carried 7 – 0.

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XIII. ADJOURNMENT: Motion by McFadden, seconded by Meissner to adjourn at 7:37.
Motion carried 7 – 0.

Prepared by:

Jannie Marsolek
Recording Secretary

Tim McFadden
Clerk

Michael Dama
President