

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

OFFICIAL MINUTES

Regular Meeting of the Board of Education.....June 19, 2013

- 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, Martha Neitzer, Lyle Cherry, and Cory Sotka. Jane Meissner and Travis Mueller were absent.

Others present: Patrick Mans, Superintendent; Jeff Baumann, High School Principal; Jeff Walsh, Elementary Principal; Jannie Marsolek, Administrative Secretary; Linda Tarmann, Business Administrative Assistant; Thomas White, Building, Grounds and Transportation Director; Nick Schramm, Technology Coordinator; and Jolene Huc, Community Education Director.

- IV. **APPROVAL OF AGENDA:** Motion by Neitzer, seconded by Sotka to approve the agenda as presented. Motion carried 5 - 0.
- V. **CONSIDER MOTION TO APPROVE CONSENT AGENDA:**
 - A. MINUTES OF REGULAR MEETING MAY 15, 2013
 - B. MINUTES OF SPECIAL MEETING MAY 21, 2013
 - C. MINUTES OF SPECIAL MEETING MAY 29, 2013
 - D. MINUTES OF SPECIAL MEETING JUNE 5, 2013
 - E. VOUCHERS
 - D. FINANCIAL REPORT

Motion by Neitzer, seconded by Sotka to approve consent agenda with approval of vouchers 82571 - 82740 in the amount of \$333,606.09 with voids of 82488 and 82515 and to approve Fund 60 vouchers of 163782 - 163813 in the amount of \$6828.77. Motion carried 5 – 0.

- VI. **PUBLIC INPUT:** Ginger Deschane commented on history and the roll of the School Board and suggested putting a moratorium on all travel outside the district for a year to cut costs.

VII. CORRESPONDENCE/RECOGNITION:

- A. STATE TRACK MEET COMPETITORS RECOGNITION: Mr. Mans recognized Jake Wiedemeier's State Pole Vault Championship for the 3rd year in a row. Ben Fischer also participated in the 100 yard dash but missed the finals. He congratulated them and thanked them for representing the school in such a fashion.
- B. SCHOOL BOARD SCHOLARSHIP RECIPIENT THANK YOU: Cole Martz and Kara Dudkiewicz sent the Board thank you notes for receiving the Board Scholarships.
- C. 2012 NEW EDUCATION INNOVATION AWARD: The award which the District received last October has finally arrived. It is a check for \$500 from Georgia Pacific and a desk plaque in recognition of our partnership with Beecher-Dunbar-Pembine, Wausaukee and NWTC to provide Youth Options programs for our high school students.

VIII. REPORT(S)

A. COMMITTEE REPORT(S)

- 1. Curriculum Committee: The Curriculum Committee met with Roberto Santos to discuss weighted grades in High School. No decisions have been made yet and there may be further discussion on this issue.
- 2. Ad Hoc Employee Handbook Committee: The Ad Hoc Committee met to go over the final draft of the professional staff handbook. The Committee will recommend approval of the handbook to the full Board.

B. ADMINISTRATIVE REPORTS

- 1. PATRICK MANS – SUPERINTENDENT: Mr. Mans reported on the State Budget Vote, etc. and commented that the budget was uncertain at the State level at this time. He also commented on the survey that was presented to parents of students and the residents of the District as recommended by the public at the Board Meeting in May. There were 16 responses to the survey questions including the following suggestions: reducing phone, internet and energy use; all employees should pay more for insurance and retirement; outsource services; cut

administration; board should not allow administration to bully them; pursue grant funding; consider referendum to increase funding; make teachers teach a class during their prep time to increase class offerings; eliminate a guidance counselor; eliminate the Buildings and Grounds Supervisor; share the Food Service Director with another District; reduce art and music to part-time positions; eliminate far-distance athletic events; open school up for more community events; eliminate pay for School Board members; charge more for sporting events; rent space to NWTC; charge more for students participating in sports program; add additional class offerings by sharing resources with other school districts; rent the facilities out for private events. As the budget picture becomes clearer, administration will work with the Board to find additional cost savings if necessary. Finally, he discussed the insurance savings made from teachers participating in WEA's health screenings and healthy living programs. He thanked the entire staff, both current and retired for participating.

2. JEFF BAUMANN – HIGH SCHOOL PRINCIPAL: Mr. Baumann reported on the Spring Sports Banquet. The major sports award winners were: Pete Banaszak Award winners were Alec Garcia and Kelsey Fickler, American Legion Award winners were Jake Wiedemeier and Theresa Orlando, and the Wolverine Backers Award winners were Cody Wolf and Victoria Koons. He also spoke about the spring sports teams and High School Graduation on May 18th, with 53 seniors graduating. Emily Steer was Valedictorian and Paisley Montgomery was the Salutatorian. Over \$80,000 dollars were awarded in scholarships and the event was very well attended.
3. JEFF WALSH – ELEMENTARY/MIDDLE SCHOOL PRINCIPAL: Mr. Walsh reported on the school year end, summer school participation, custodial staff annual maintenance, new tiling project. He also reported on the annual raffle by the WPTO. On June 6th, we received notice from WI DPI that the Elementary School was selected by the Wisconsin PBIS Network as a School of Merit. Finally, 8th Grade Recognition was held in early June.
4. TOM WHITE – BUILDINGS, GROUNDS & TRANSPORTATION DIRECTOR: Mr. White reported on the progress of the summer maintenance schedule of the stripping and waxing rotation, on the progress of the new tiling project, acknowledged and thanked Lamers Busing for the donation of student transportation for the Memorial Day Celebration, and recognized and thanked J.C. Powersports for the contribution of use of a brand new Rhino ATV for grounds maintenance

and athletic events. This ATV was obtained through Yamaha's LAW Loan Program. Mr. Ott came up with this idea and contacted J.C. Powersports, where together he and Mr. White drafted a letter of request. The new Rhino has been delivered for use. High School lighting improvement project has not yet begun, but will begin in the coming week and plan to be completed by the end of July. Lastly, the staff was asked to turn in keys for inventory, which has been completed. They will receive their keys upon return in the fall.

5. JOLENE HUC – COMMUNITY EDUCATION DIRECTOR: Mrs. Huc reported on the completion of the Big Get Skinny program. The total amount of pounds lost was 491.3# in 4 months. Captain Krunch and the Cereal Killers took 1st place in the 5K, and the plans are under way for the Big Get Skinny 2. They are planning a meeting in August to pick an official weigh-in date. They would like to get teams together and encourage each team to include a student on your team. Also, the summer school is in the second week, thanks to the teachers, Mrs. Ledvina, Mr. Walsh, Mrs. Zietler, and the custodians who clean up after them. A Community Garden idea has been approved by Mr. Deschane, and they will be looking for interested gardeners to help plan and give direction. Hopefully, ground will be broken next year for the garden with food donations going to the Food Pantry. Community Ed will not meet until September. Flag Football registration and flyers will be ready for the Open House. Open fitness hours are Monday – Friday from 3:30 p.m. – 9:00 p.m. until August 19th. Saturday hours are 8:00 a.m. to 10:00 a.m. Fitness center and Gym will be closed for refinishing of the gym from August 19th – August 26th. Community Ed will be picking up some of the classes that NWTC will no longer be carrying, although class schedules will depend upon participation and interest.

IX. INFORMATION/DISCUSSION

- A. STARTING BASE TEACHER PAY: Mr. Mans recommended base salary for new teaching staff to be \$33,000 Base and \$36,000 or \$37,000 with Masters Degree after comparing districts in the state. There was some discussion on the matter among Board Members as to what levels of pay will attract the best teachers and enable us to keep them.

- B. WEA HEALTH INSURANCE PLAN DESIGN CHANGE: With the difficult budget and looking ways to save money, insurance changes have been presented. Recommended changes include moving from Trust Preferred to a Base Plan and increasing deductibles and co-pays. The minimum savings is projected to be \$84,000. There were questions from Board Members regarding clarification on these changes.
 - C. PROFESSIONAL STAFF EMPLOYEE HANDBOOK: The Board Members received copies and NEOLA will make the necessary updates to policy.
 - D. 2013-2014 JUNIOR CLASS PROM LOCATION: The Junior Class is asking to have the 2014 Junior Prom located at Four Seasons Island Resort. The cost will be \$40 per student, including admission to the event, meal and transportation to and from the event. They will provide the bus for those students that would like to utilize that service. There was some concern for the travel for students not taking the bus, and for having the event outside of our district.
 - E. 2013-2014 COMPUTER REPLACEMENT: Mr. Schramm asked for permission to put bids out for computer replacement.
 - F. 2012-2013 BUDGET REVISION: Ms. Tarmann gave a report on the 2012-2013 Budget Revision which will be published after approval in the local paper.
 - G. 2013-2014 PRELIMINARY BUDGET: Ms. Tarmann gave a report on the 2013-2014 Preliminary Budget.
- X. ITEMS SCHEDULED FOR ACTION:
- A. RESIGNATION(S)
 - 1. 8TH GRADE VOLLEYBALL COACH: Motion by Neitzer, seconded by McFadden to accept the resignation of Janet Starzer as 8th Grade Volleyball Coach. Motion carried 5 – 0.
 - 2. HIGH SCHOOL ENGLISH TEACHER: Motion by Cherry, seconded by McFadden to accept the resignation of HS English Teacher Dana Prange. Motion carried 5 – 0.

B. APPOINTMENT(S):

1. ATHLETIC DIRECTOR: Motion by Cherry, seconded by Sotka to approve the appointment of Jeff Dorschner as 7 – 12 Athletic Director. Motion carried 5 – 0.
2. PART-TIME SUMMER TECHNOLOGY HELPER: Motion by Sotka, seconded by Cherry to approve the hiring of part-time summer technology helper Zack Timblin. Motion carried 5 – 0.
3. ELEMENTARY/MIDDLE SCHOOL VOLUNTEER/CHAPERONES: Motion by Nietzer, seconded by Cherry to approve the list of Elementary/Middle School chaperones as read. Dama and McFadden abstained. Motion carried 3-0-2.
4. SUMMER BAND LESSON INSTRUCTOR: Motion by Cherry, seconded by Nietzer to approve the summer band lesson instructor Amy McClellan. Motion carried 5 – 0.
5. 2012-2013 FRESHMAN BASKETBALL COACH: Motion by Nietzer, seconded by McFadden to formally approve Andy Peplinski as 2012-2013 Freshman Basketball Coach. Motion carried 5 – 0.
6. SUBSTITUTE CUSTODIANS: Motion by Cherry, seconded by Nietzer to approve Jodi Berna and Pamela Wiedemeier as substitute custodians. Motion carried 5 – 0.

C. RESOLUTION FOR USE OF CASH BALANCE FOR 2012-2013: Motion by Nietzer, seconded by Cherry to approve a Resolution for Use of Cash Balance for 2012-2013. Roll call vote was taken. Dama, yes; McFadden, yes; Nietzer, yes; Cherry, yes; Sotka, yes. Absent were Mueller and Meissner. Motion carried 5 – 0.

D. RESOLUTION AUTHORIZING PAYMENT OF OBLIGATIONS: Motion by Nietzer, seconded by Cherry to approve the Resolution Authorizing Payment of Obligations. Roll call vote was taken. Dama, yes; McFadden, yes; Nietzer, yes; Cherry, yes; Sotka, yes. Absent were Mueller and Meissner. Motion carried 5 – 0.

- E. SECOND READING OF NEOLA BOARD POLICY ADDITIONS/REVISIONS RELATED TO PROFESSIONAL STAFF HANDBOOK
1. 3139 POLICY – STAFF DISCIPLINE
 2. 3425 POLICY – BENEFITS
 3. 3431 POLICY – EMPLOYEE LEAVES
 4. 3432 POLICY – EMPLOYEE SICK LEAVE
 5. 3140 POLICY – TERMINATION, NON-RENEWAL AND RESIGNATION
 6. 3142 POLICY – NON-RENEWAL OF PROBATIONARY TEACHER
 7. 3242 POLICY – PROFESSIONAL GROWTH REQUIREMENTS
 8. 3120.08 POLICY – EMPLOYMENT OF PERSONNEL FOR CO-CURRICULAR/EXTRACURRICULAR ACTIVITIES
 9. 9700 POLICY – RELATIONS WITH SPECIAL INTEREST GROUPS
 10. 3131 POLICY – REDUCTION IN STAFF
 11. 3216 POLICY – STAFF DRESS AND GROOMING

Motion by Cherry, seconded by Neitzer to approve the second reading of the NEOLA Board Policy Additions/Revisions related to the Professional Staff Handbook. Motion carried 5 – 0.

- F. STUDENT INSURANCE RENEWAL 2013-2014: Motion by Sotka, seconded by McFadden to approve Student Assurance as the student insurance carrier. Motion carried 5 – 0.
- G. APPROVE WASB MEMBERSHIP: Motion by Neitzer, seconded by Cherry to approve the WASB Membership as presented. Motion carried 5 – 0.
- H. APPROVE DISTRICT WORKERS' COMPENSATION AND GENERAL LIABILITY & PROPERTY INSURANCE: Motion by Neitzer, seconded by McFadden to approve EMC as the District Workers' Compensation and General Liability & Property Insurance carrier as presented. Motion carried 5 – 0.
- I. SET STARTING BASE TEACHER PAY FOR 2013-2014: Motion by Neitzer, seconded by McFadden to discuss the Starting Base Salary amounts of \$33,000/\$37,000 with Masters. McFadden proposed an amended motion to offer \$34,500/\$38,000 with \$4,000 discretionary. Amended motion failed, reverting to original motion of \$33,000/\$37,000 and \$5,000 discretionary amount. Motion by Neitzer, seconded by Cherry to approve as originally presented. McFadden opposed. Motion carried 4 – 1.

- J. WEA HEALTH INSURANCE PLAN DESIGN CHANGE: Motion by McFadden, seconded by Sotka to approve WEA Health Insurance Plan Design change as presented. Motion carried 5 – 0.
- K. 2013-2014 JUNIOR CLASS PROM LOCATION: Motion by Cherry, seconded by Neitzer to approve Four Seasons as 2014 Junior Prom location. Dama opposed. Motion carried 4 – 1.
- L. CESA 7 CONTRACT FOR TITLE III CONSORTIUM: Motion by Cherry, seconded by Neitzer to approve CESA 7 contract for Title III Consortium. Motion carried 5 – 0.
- M. RESOLUTION TO APPROVE TAX ANTICIPATION NOTE FOR CASH FLOW PURPOSES: Motion by Neitzer, seconded by Cherry to approve the Resolution of School Board Authorizing Loan for Tax Anticipation Note for Cash Flow Purposes. Roll call vote was taken: Dama, abstain; McFadden, yes; Neitzer, yes; Cherry, yes; Sotka, yes. Absent were Mueller and Meissner. Motion carried 4-0-1.
- N. COMPUTER REPLACEMENT BIDS: Motion by Sotka, seconded by McFadden to approve letting of bids for computer replacement. Motion carried 5 – 0.
- O. 2012-2013 BUDGET REVISION: Motion by Cherry, seconded by Neitzer to approve the 2012-2013 budget revisions as presented. Motion carried 5 – 0.
- XI. RECESS TO EXECUTIVE CLOSED SESSION AS PER WISCONSIN STATUTE 19.85(1)(c)(g) FOR THE PURPOSE OF DISCUSSION AND POSSIBLE ACTION ON:
 - A. COACHING STAFF EVALUATIONS
 - B. CONFERRING WITH LEGAL COUNSEL FOR THE GOVERNMENTAL BODY WHO IS RENDERING ORAL OR WRITTEN ADVICE CONCERNING STRATEGY TO BE ADOPTED BY THE BODY WITH RESPECT TO LITIGATION IN WHICH IT IS OR IS LIKELY TO BECOME INVOLVED

Motion by McFadden, seconded by Neitzer at to recess to executive closed session as per Wisconsin Statute 19.85(1)(c)(g) for the purpose of discussion and possible action on Coaching Staff Evaluations and Conferring with Legal Council for the Governmental Body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. Roll call vote was taken: Dama, yes; McFadden, yes; Neitzer, yes; Cherry, yes; Sotka, yes. Absent were Mueller and Meissner. Motion carried 5 – 0 at 7:41 p.m.

- XII. RECONVENE INTO OPEN SESSION AND TAKE ANY NECESSARY PUBLIC ACTION: Motion by McFadden, seconded by Neitzer to reconvene into open session at 8:40. Resolutions were revisited and re-read for approval. Motion by Cherry, seconded by Neitzer to approve the settlement agreement and general release as discussed in closed session which will resolve the litigation in which the School District of Crivitz is presently involved. Roll call vote was taken: Dama, yes; McFadden, abstain; Neitzer, yes; Cherry, yes; Sotka, yes. Absent were Mueller and Meissner. Motion carried 4-0-1.
- XIII. ADJOURNMENT: Motion by McFadden, seconded by Neitzer to adjourn at 8:45. Motion carried 5 – 0.

Prepared by:

Jannie Marsolek
Recording Secretary

Tim McFadden
Clerk

Michael Dama
President