



**Minutes for Regularly Scheduled Board Meeting**

**To Be Held in the District Board Room  
1055 Griffiths Lane  
Ashwaubenon WI 54304  
(Phone: 920.492.2900)**

**Monday, August 25, 2014**

**6:30 pm**

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**A. Call to order:**

President Williams called the meeting to order at 6:31 pm at the district office.

**B. Roll call:**

Board Members Present: Williams, Laukka, VanDeKreeke, Halron, VanLaanen  
Board Members Excused: All members present  
School Choice Advisory Representative: excused John Van Dyck  
Others Present: Brian Hanes, Keith Lucius, Tammy Lampereur, Jill Kieslich, Brad Taylor, Senator Bob Crowles, Kathy O'Brien, Scott Conradt, Chris Jandrin, Sean Kubiak, Kevin Ramage, Ken Bukowski

**C. Declaration of quorum:**

Quorum Present

**D. Pledge of allegiance:**

The pledge was recited

**E. Adoption of Agenda:**

Moved by VanLaanen seconded by Halron to adopt the agenda as presented. Aye 5, Nay 0. Motion carried 5:0

**F. Citizens and/or delegations:**

1. Public Forum -Senator Crowles inquired about an update on the PCB issues.

**G. Consent Agenda:**

The board questioned the status of the resignation of Dan Newel and their ability to approve the hiring of Kevin Van Gheem prior to receiving Dan's resignation. Hanes stated that the Green Bay School District has already approved the hiring of Mr. Newel. Ashwaubenon is waiting for Dan's formal letter of resignation and payment of his release fee.

Moved by VanLaanen seconded by VanDeKreeke to adopt the consent agenda items 1-5 as presented. Aye 5, Nay 0. Motion carried 5:0.

1. Minutes of the regular meeting held on Monday, July 28, 2014
2. Minutes from executive session on Monday, July 28, 2014
3. The schedule of checks 7/23/14 to 8/20/14
4. Staffing:
  - a. **Resignation of Matthew Anderson** from his full time Instructional Technology Coordinator position with the District effective August 12, 2014. Discussion is underway to determine the best way to fill this vacancy.
  - b. **Resignation of Devin Demerath** from her full time Grade 4 Instructor position at Valley View Elementary School effective at the end of the 2013-2014 school year. This resignation is

contingent upon remittance of an \$800.00 late resignation fee. Posting is currently underway to fill this vacancy.

- c. **New hire of Verne Doherty** to the full time Stockroom Delivery/Operation Custodian position at the District Office effective August 22, 2014. New hire of Verne Doherty to the full time Stockroom Delivery/Operation Custodian position at the District Office effective August 22, 2014. This position is vacant due to an internal transfer to fill the vacancy created by the resignation of Craig Balfanz at Cormier School.
  - d. **Hire of Kristine Horst** to the .50 FTE, 4K Instructor position at Cormier School & Early Learning Center effective with the 2014-2015 school year. Krissy is currently a .50 FTE 4K Instructor and with this new position will be employed on a full time basis. Krissy is expected to advance to Step 4 Lane C as a professional educator and will be compensated \$45,993.59. This position is available due to increased enrollment.
  - e. **New hire of Samantha Skiver** to the 1.0 FTE, Limited Term Cross Categorical Instructor position at Parkview Middle School effective at the beginning of the 2014-2015 school year. Sam will be placed at Step 2 Lane B as an initial educator. Salary will be \$39,862.73. This position is available due to the resignation of Tara Zeal.
  - f. **Resignation of Michael Sheean** from his full time Assistant Principal position at Parkview Middle School effective August 27, 2014. Posting is currently underway to fill this vacancy.
  - g. **New hire of Kevin Van Gheem** to the full time Science Instructor, Limited Term position at Ashwaubenon High School effective at the beginning of the 2014-2015 school year. It is anticipated that Kevin will be placed at Step 6 Lane F with a Master's Degree. (14-15 salary = \$51,083.38). This position is vacant due to the resignation of Dan Newel.
  - h. **New hire of Andrea Ciha** to the full time Grade 4 Instructor, Limited Term position at Valley View Elementary School effective at the beginning of the 2014-2015 school year. Andrea will be placed at Step 8 Lane F as a professional licensed educator. (2014-15 salary - \$55,932.03). This position is vacant due to the resignation of Devin Demerath.
  - i. **New hire of Melissa Miller** to the full time Grade 2 Instructor, Limited Term position at Pioneer Elementary School effective at the beginning of the 2014-2015 school year. Missy will be placed at Step 7 Lane F as a professional licensed educator. (2014-15 salary - \$54,852.00). This position is newly created due to enrollment/class size.
  - j. **Hire of Bridget Johnson** to the .50 FTE Educational Associate I-9 Month-4K Aide position at Cormier School & Early Learning Center effective at the beginning of the 2014-2015 school year. Bridget, who is also the District's Family Resource Center Coordinator, will be compensated \$14.65/hour. This is a new position due to enrollment.
  - k. **Hire of Kelly Lohrentz** to the .23 FTE Social Worker position for the District effective at the beginning of the 2014-2015 school year. Kelly who is also the District's Native American Coordinator will now be full time and placed at Step 2 Lane F as an initial educator. (14-15 = \$46,979.28). This position is vacant due to the resignation of Naomi Adams.
5. Co-curricular contracts: Three co-curricular contracts were approved.

#### **H. Superintendent's Report**

- Hanes invited the board to attend the Welcome Back breakfast/meeting.
- 162 staff members participated in staff development this summer. Hanes thanked all those involved in scheduling and planning the sessions.

#### **I. Discussion/Presentation Items:**

1. **Project Fundraising Report**: Ken Bukowski thanked the school board for all they do for the school district. He explained that he is part of a group that is being formed to help raise money to enhance and supplement items for the new facilities that will not be covered by the referendum. The fundraising is being done privately. They will be using the Greater Green Bay Community Foundation to help administer the funds raised. A mailing with flyers and a cover letter will go out explaining what and why they are fundraising. Fundraising will run through 2016. He reviewed a list of items that they are looking at raising money for.

Board Discussion:

- The board inquired if this group is assuming we are running out of money before we start. Williams stated that the fundraising is to have the financial resources available to purchase or upgrade equipment not included in the bid.
  - How do we know what the tax payers are paying for? How do we ask for money when we do not know what we are going to pay for? This money could be used for items that are frequent replacement items (shorter life span items).
2. **Seclusion Restraint Report:** Lampereur passed out the most recent Seclusion Restraint Report. She explained that this information needs to be reported yearly to DPI. She reviewed the definitions of seclusion and restraint. Lampereur emphasized that restraining a child is used as a last resort. Two individuals in the district are trained to use restraints. Staff members are trained on the use of interventions to try before restraints are used.

Board Discussion:

- How many of the 13 students involved in restraints are school of choice students? Lampereur was not certain of this number. All 13 students were special education students.
  - The board asked to be walked through a scenario of a situation that may result in a seclusion or restraint of a child.
  - Lampereur spoke about techniques used in these situations and the importance of being proactive. She emphasized that being proactive alleviates many of the other issues that could arise.
3. **Policy Revision – First Read:** A majority of these policy changes reflect changes to state law.

Board Discussion

- Course Option Policy – This is a new policy that replaces part time open enrollment. It allows a student to take up to two courses at a college, school etc. at the resident district’s expense. This policy is going to be an issue for many districts. The board inquired if we should be adapting a resolution for WASB regarding this program.
- This is an unfunded mandate that could be a real expense for districts. Its intent is for more students to be college and career ready by allowing them to obtain college credits prior to high school graduation.
- 3122 (page 8), 4122 (page 8), 1422 (page 5) – Questioned whether the superintendent or board should have final decision. It was determined that the final decision should be given to the board.
- Review all policies for wording “District Administrator” vs “Superintendent”.
  - 3340 page 5; letter B – add the word “work” before force in the last sentence.
  - 5113 page 6 – fix typo in “note” section to be “the non-resident”
  - 8210 - The board confirmed that the school calendar is no longer based on 180 days. Hours and minutes of instruction are still in place. A district is able to lengthen the day and lower the total number of days. In making these decisions, we need to think about what is best for the students and their attention spans. Any decision to go below 180 days will be discussed with the board.

**J. Action Items:**

1. **Corporate Sponsorship Logo on Wrestling Mats:** Chris DeJardin, Scott Conradt, Sean Kubiak and Kevin Ramage presented the request for sponsorship of a new wrestling mat at Parkview. The current mat is 25 years old, cracked and peeling in spots. The age and condition of the mat is a safety issue. The club has received quotes on the replacement of the mat. They are looking for corporate sponsorship that will help defer the cost. The club will also do fundraising to help pay for the new mat. They are seeking 4 sponsors (one for each corner of the mat). Conradt explained that the total wrestling budget is \$500. The cost of a new mat is \$10,000. There is no feasible way the mat could be purchased out of the wrestling budget. The mat would be owned by the club, donated to the school district, stored at Parkview and used at both Parkview and High School wrestling meets.

Board Discussion:

- If the sponsorship meets our sponsorship guidelines and is age appropriate, there should be no problem moving forward.

- This is a great way to obtain a replacement mat when the district does not have the money to purchase a new one.
- Concern that we are continually asking the same people for money. There are many things we are trying to fundraise for and it's the same group we are asking to donate. How will this impact current fundraising efforts?
- Fundraising has always been out there. Just because we have new projects out there, does not mean we have to have other organizations stop asking.
- Would it help if we held off a year on the mat fundraising? Some did not feel it should have to wait a year. There are some people who would donate to this project with no intention of donating to other projects.
- Does the club currently have any donors lined up? Yes they have one donor who is interested.
- Some board members felt that we should not discourage this group from fundraising and doing what they can to purchase the mat. This is not costing the district anything so we should not be discouraging this group.
- The club stated that their one and only focus is to purchase a new mat to improvement safety of the wrestlers. We can provide this safer mat with the help of sponsors.
- The broad questions whether or not they truly have a say in whether the club fundraises for something that does not belong to the district. If the mat meets the sponsorship guidelines for the district, that is all that the board should be concerned about.
- Requested that the club contact Ken Bukowski to see what people/organizations have been contacted for donation so we are not asking twice.
- Requested that when the club is seeking donations, they represent themselves as the wrestling club and that it is a club sponsorship they are seeking.
- Hanes stated that as the budgets get tighter and we seek the communities help through fundraising, it is up to the individual on who they want to help support. Coordinating our fundraising efforts will help avoid repeat asking.
- The board asked that the club consider a more generic district name (Jaguars vs Parkview) on the mat if it is being used at both Parkview and the high school.
- Lucius asked the club to speak with him prior to committing to a sponsorship from a food or beverage provider. He needs to make sure it meets our nutrition guidelines set by the state.

Moved by VanDeKreeke, seconded by VanLaanen to move forward with the wrestling club's fundraising efforts as along as the club follows district policies on what is permitted on the mat and provides courtesy to other groups that are fundraising at this time. Aye 5, Nay 0. Motion carried 5:0

2. **Lamers Bus Contract:** Lucius presented the request from Lamers Bus Line for a 2.5% increase for the 2015-16 school year. He stated that Lamers has been a good bus contractor with an outstanding safety and reliability record. Lucius stated that he inquired about the ridership numbers and resident enrollment decline. With the addition of 4K in the district, the numbers have overall remained the same. Lucius stated that he is comfortable with the 2.5% increase Lamers is requesting.

**Board Discussion:**

- If the board does not approve this increase, what is our next step? We will continue to negotiate with Lamers. We have a 5 year commitment with Lamers making us unable to switch until this contract is over.
- The board felt that 2.5% was a large increase. Lucius explained that is has been the largest increase for the past few years but we need to continue to work with Lamers to maintain the best drivers and bus equipment.
- The board expressed their concern about having a multiple year rolling contract. Should be have an RFP for a contract of this length? We need a level of checks and balances. Lucius stated that if you put the bussing contract to RFP, the screws will be tightened to meet the RFP. As a result we will end up giving up the services. Bussing is not area we need to find the lowest cost provider.
- The board asked about what the annual contract costs are for Lamers.

- Have we gotten information from other districts as to what they are getting from Lamers? Other district have received very similar contracts.
- The board felt we need to more closely look at bussing and cleaning contracts. Lucius stated we have tried other cleaning companies and the over all quality is not there. Sometimes quality pays for itself and bussing is definitely a quality issue.
- Can we go back and negotiate with them? Lucius stated we have a good partnership with Lamers and he would go back and negotiate. He reminded the board that we can bid out our bussing services but can't make a switch for 5 years.

Moved by VanLaanen, seconded by VanDeKreeke to table this topic. Lucius will negotiate for a lower increase and bring it back at a future meeting. Aye 5, Nay 0. Motion carried 5:0

3. **Substitute Teacher Compensation:** Lucius stated that it has been a number of years since district substitute teachers have received a pay increase. They requested a \$3.00 a day increase. Lucius was able to negotiate a \$1 a day increase from \$140 to \$141. Lucius stated that Ashwaubenon substitute teacher compensation is competitive for this area. However, substitute teacher compensation for this area is high compared to the rest of the state. The cost to the district for the \$1.00 increase is \$2,500.

Moved by VanLaanen, seconded by Halron to approve the Substitute Teacher Compensation increase of \$1.00 per day (from \$140 to \$141) as presented. Aye 5, Nay 0. Motion carried 5:0

**K. Board & Superintendent Communications:**

The Optimist Club is holding their October Fest on October 8<sup>th</sup>.

**L. Future Board Meetings & Topics:**

- The next board meeting is scheduled for **Monday, September 22, 2014, at 6:30 pm** in the District Office.
- There is a discussion for moving October meeting due to a conference to be attended by four administrators to on Tuesday, October 28<sup>th</sup>. Travel to the conference would be on Monday, October 27<sup>th</sup>. The October board meeting was rescheduled for Thursday, October 23, 2014, so administrators are able to attend.

**M. Adjournment**

Moved by Laukka, seconded by Halron to adjourn the meeting at 8:07 pm. Aye5, Nay 0. Motion carried 5:0.

Respectfully submitted,



Jay VanLaanen, Clerk