



**Minutes for Regularly Scheduled Board Meeting
To Be Held in the District Office Board Room
1055 Griffiths Lane
Ashwaubenon, WI 54304
(Phone: 920.492.2900)**

Monday, February 13, 2017

6:30 pm

A. Call to order: President VanLaanen called the meeting to order at 6:31 pm

B. Roll call:

Board Members Present: VanLaanen, Trondson, VanDeKreeke, Halron, Williams

Board Members Excused: all present

School Choice Advisory Representative: James Andersen

Others Present: Brian Hanes, Keith Lucius, Jill Kieslich, Tammy Lampereur, Brad Taylor, Tom Schmitt, Maria Arena, Kari Estel, Brian Carter, Kris Hucek, Kurt Weyers, Scott Truskowski, Brian Nelsen, Jamie Averbeck, Nick Senger, Jennifer Vyskocil, Dirk Ribbens, Pete Marto

C. Declaration of quorum: Quorum present

D. Pledge of allegiance: The pledge was recited

E. Adoption of Agenda: Moved by Williams seconded by Halron to adopt the agenda as presented. Aye 5, Nay 0. Motion carried 5:0

F. Announcement of executive session: In accordance with W.S. 19.85(1) (c) an executive session will be held at the end of the meeting for the consideration of employment, promotion, compensation or performance evaluation data of any public employee over which the body has jurisdiction or exercises responsibility.

G. Citizens and/or delegations:

1. **Public Forum** - no issues presented

2. **Student Presentations** - Kari Estel and Maria Arena presented the SeeSaw program currently being used by staff and students at Cormier.

- SeeSaw is a program that is “Empowering Students and Engaging Families”
- Mandy Schroeder worked with Cormier staff to implement SeeSaw.
- Students and staff are able to post work and activities for parents to view. The application is currently being used by Cormier and Pioneer.
- Kari demonstrated how the program looks for staff and parents.
- Each child has a folder. Teachers are able to view all folders while parents can only view their child’s folder.
- Teachers are able to connect with parents and show them what is happening throughout the day.
- It helps to promote meaningful conversations at home.
- The child’s electronic portfolio is saved until it is deleted by the teacher.
- Teachers post for 4K students while 5K students are able to post their own work. Maria shared a 5K student’s post.
- The endless learning being communicated through this product is meaningful.

- Parent feedback tells us they like the fact the program is right at their fingertips, the ability to see what is going on in school, and the convenience of all the information being located in one folder.
- The program sends weekly updates about how much the product is being used. Teachers set goals pertaining to usage.
- How do parents get access to SeeSaw posts? Through a QR code or a link. The student's teacher approves the parent's ability/request to view.
- Being able to share these moments with their parents mean a lot to the students.
- What if the parent is not engaged in program? Teacher reaches out to parents to see what method of communication they prefer. Students see the power in this product and often get their parents involved in using it.
- Can parents save the information? They can access it for one year. After that, the company offers other programs for longer use. The current method of using this program is at no charge to the district. Additions to the free program are typically for a cost. Averbeck stated the district is using the maximum free capabilities of this program in grade 4K – grade 5.

H. Consent Agenda:

Moved by Williams 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, January 9, 2017
2. The schedule of checks written 01/04/2017 to 02/06/2017
3. Staffing:
 - **Teacher**
 1. **Resignation of Ruth Fazzini** from her full time Pupil Services Program Coordinator position with the District effective at the end of the 2016-2017 school year. It will be determined at a later date on how and when to post this vacancy.
 2. **Retirement request of Jean Sarosiek** from her full time Educational Associate-Special Education Aide position at Valley View Elementary School, effective at the end of the 2016-2017 school year. Jean qualifies for the Early Retirement benefits as afforded to her per Section XX of the Ashwaubenon Educational Support Staff Employee Handbook. Jean is in her 17th year with the District.
 - **Support Staff / Other**
 1. **Resignation of Kassandra Jauquet** from her part time APPL Preschool Teacher position with the District effective December 31, 2016. Posting is underway to fill this vacancy.
 2. **Hire of Kristine Motto** to the part time APPL Preschool Teacher position with the District effective January 24, 2017. Kristine will be compensated \$14.28/hour. This position is vacant due to the resignation of Kassandra Jauquet.
4. Co-curricular Contracts: 39 co-curricular contracts were approved
5. Audit Report

I. Superintendent's Report

- **Golden Apple Update:** Green Bay Chamber announced their Golden Apple Teachers of Distinction. Congratulations to Renee Stein (AHS) and Beth Wich (Valley View). They will be moving to next level!
- **National Merit Scholarship finalists:** For the first time we have 4 National Merit Scholarship Finalists. This is an outstanding honor. Congratulations to Tyler Johnson, Skye Vandeleest, Arianna Gibeault & Laura Bottei.
- **Studer Education Update:** Hanes provided the Board an update about the results of the Spring 2016 Parent Survey and Fall 2016 Employee Engagement Survey.
 - District focus on the four pillars of excellence (People, Service, Quality and Finance). Currently the district is working on the People, Services and Quality pillars with the addition of Finance in the near future. All four pillars are critical to the main focus...Student Success.

- Employee Engagement and District Service Surveys are done twice a year while Parent Satisfaction is done yearly.
- The overall mean score for Employee Engagement was 4.22 on a 5 point scale. This is up from 3.92 in the fall of 2015 and 3.91 in the spring of 2016. 4.22 is higher than 92% of all Studer Education partner districts' mean scores. 322 employees participated in this survey.
- The overall mean score for the Parent Satisfaction Survey was 4.32. 1033 district parents participated in the survey.
- For both the Employee Engagement and Parent Satisfaction surveys, Hanes shared the three highest scoring areas and the 3 areas needing improvement.
- He reviewed the mid-year progress monitoring report pointing out the areas that are on target and the areas still needing additional focus.
- He reviewed what is working well in the district. Hanes will be meeting with building teacher leaders to share survey results and brainstorm on what more we can do as a district.

Discussion:

- Have the results been broken down by each individual administrator? Yes each building received their own survey results taken by their staff. They have their own 3 top performing areas and 3 areas of improvement. Each building has their own action steps to achieve their goals.
- Have any changes been implemented based off Parent Survey Results? Not yet, this will be discussed at the meeting held with building teacher leaders.
- How have the superintendent's survey scores been? They have gone up with each survey. Scores for all administrators have gone up. The Board requested to see the history of scores.
- 322 staff responded. What percentage of staff participated?
- What does eduClimber do? eduClimber is a data warehouse. It keeps all data on a student in one place. This allows teachers to see trends on that student. Data can be accessed quickly on the student/grade/school/district level.
- How long has the district used this product? We have used it for about a year but a big part of that year has been in learning the product.
- What does STAR do? This product provides the district data at the secondary level which was never possible in the past.

J. Discussion/Presentation Items:

1. **Policy Updates (first read):** Hanes stated that the policy changes being recommended reflect current law and district practice. They are being presented for a first read. No additional changes were suggested. The policies will return to the March meeting for second read and approval.
2. **NEWeye:** Taylor introduced a new web streaming service used by the County and Village called NEWeye. The district currently uses WIAAtv/NFHS for its video streaming. Other municipalities besides the County and Village have switched to NEWeye. Why should the district consider a change to NEWeye:
 - Available on more platforms than current service making it more accessible to viewers.
 - Continually changing
 - Free to viewers
 - Initial equipment costs are covered by the County
 - Additional content is aired during downtime.
 - Only drawback is it is not currently available on Time Warner Cable. The County is working on this issue.

Discussion:

- Is NEWeye offering some of the other programming they offered the Village at their start up? There is been some discussion on educational training, recording services, production of ads, recording of concert, etc. NEWeye and the County are looking at combining services with other organizations like STEM, UWGB, NWTC and Einstein.

- Two years ago we moved over to Brown County's fiber optic. Because of this move, we would have a direct link to NEWeye and the County.
- It will be an advantage because it can be broadcasted on many more platforms than previous streaming service.
- District is working with Nick Senger to look at a product to does automated event coverage. This is a very new product we are reviewing as a future option for recording events. This helps with the current manpower issue we have for recording events.

Taylor stated that this presentation is to keep the Board informed of a possible change in streaming services in the future. If a change is recommended, it will come to the Board for approval.

3. **5-year Budget Forecast:** Lucius presented the 5 year budget plan. He reminded the Board that this plan is based on assumptions at this point and can be impacted by the unknowns. Lucius stated he is using a new forecasting tool called Forecast 5. He presented the following:
 - Lucius outlined the 5-yr budget forecast assumptions
 - Key State factors that will impact the budget (revenue limit and per pupil aid)
 - He discuss projected resident enrollment, total district enrollment, revenue limits, equalization aid estimates, property taxes, state aid and open enrollment over the next 5 years
 - Lucius present a base scenario for the Fund 10 – Operating Fund. He stated that is look better than the past but we still have a deficit of -\$689,322.
 - Lucius presented 6 scenario that could impact the base scenario (increase in 2 FTE annual while freezing open enrollment at 16-17 levels; annual addition of \$100 state per pupil aid; annual addition of \$100 per pupil revenue limit; \$200 of state per pupil aid; \$200 of state pupil aid and 2 FTE increase).
 - The Board asked what the most likely scenario would be. \$200 increase in state per pupil aid and addition of 2 FTE in teaching staff annually. Lucius stated his initial instinct is a less than \$200 per pupil increase and a less than 2 FTE increase.
 - Williams informed everyone that Senator Cowles and Representative Steffen would be coming to speak at the Village hall. He invited everyone to attend this meeting. Lucius stated that both of these men have always listened to the district concerns.
 - Lucius also asked the Board to keep in mind this is the time to think about discussing a possible referendum in the future.
 - Williams reminded everyone that Lucius tends to be less conservative with open enrollment numbers. Lucius stated that we need 145 new open enrollment students to make up for the graduating seniors.
 - VanLaanen stated he felt the 5-year projections have been more positive than in the past.
 - Williams stated that this is the first he has seen Lucius emphasis the use of the fund balance when discussing balancing the budget.

K. Action Items:

1. **10-year Facilities Improvement Plan:** Schmitt reminded the Board that they are not committing money to the budget tonight. He informed the Board of upcoming needs and wants that are being identified in the facilities plan. Last year the district moved from a 5-year plan to a 10-year plan for facilities improvement. No action is needed on this topic. The 10-year plan is used to inform the Board of that is coming up in the 2017-18 school year. This information will be used for budgeting purposes by Lucius.

Discussion:

- Will there be any Cormier parking lot work built into the 2017-18 budget? We are looking to move this out in the future. The recent changes to the parking lot flow seems to have improved the overall situation.

- The tractor replacements at Pioneer and Valley View are replacements for two tractors that were “hand me down” pieces of equipment. Pioneer’s tractor is needed for both lawn and snow removal. Valley View’s tractor could be moved forward if needed.
- Beaux Mettler Innovation Center – as this area continues to grow, we need to plan for its growth.
- Relamping at the High School is partially done and needs to be finished. Completing this project could result in \$10,000 in energy savings annually.
- Kitchen relocation at the High School – Lucius is consulting with DPI to receive permission to use the food service fund balance for this project.
- The Board inquired why years 2019-20 and 2020-21 are higher budget years. These years will smooth out we move forward. As we move forward, projects get moved forward or pushed back. As we look forward we see larger roofing projects and need to begin planning now for them.

2. **2017-18 Technology Budget:** Scott Truskowski and Jamie Averbeck presented the 2017-18 technology plan. This information will be used by Lucius to create the 2017-18 budget. No action is needed on this plan.

Discussion:

- Proposing a \$586,000 technology budget for 2017-18. The budget would consist of:
 - \$150,000 – Infrastructure (replacement of server, backup system, storage area network and data center switch). All equipment is at least 5-years old and running on borrowed time. As the equipment ages, the warranties are costly.
 - \$53,000 – Internet (ongoing costs for the firewall and content filter and the mobile hotspot for student without internet capabilities at home)
 - \$254,000 – Hardware (30 Chromebooks for Parkview Art, WL and Health; 30 replacement hard drives for Tech Ed laptops at the High School; 5 Tech Ed staff laptop replacements; 230 district staff laptop replacements; 4 failed projector replacements)
 - \$129,000 – Services/Support (licensing, warranties, maintenance and operating expenses)
 - Potential cuts if needed could be \$8,500 for Kajeet (WIFI for students without WIFI at home)
 - Averbeck and Truskowski presented the budget number for the next 5-years.
 - How much of this plan will be included in Lucius’s budget planning? The 2017-18 plan of \$586,000.
 - The Board inquired about looking into the cost of maintenance if the Infrastructure portion of the budget was not replaced.
 - In year 2018-19 what is included in the “Hardware” category? Student Chromebooks replacement at the High School and Parkview and iPads for 4K-2nd grade. Truskowski reminded the Board that Google sets a term/end of life cycle date on their products resulting the potential to not have the ability to update products after this date. Other items listed in this category for 2018-19 include: core switch replacement and UPS replacement. Truskowski stated they are hoping that e-Rate funding is still available. He also stated that delaying items only leads to a larger budget the following year.
 - What is the percentage of student using the Chromebooks (depends on the grade level and semester). It averages about 44% use the district devices and the remaining bring their own devices.
 - Should all the similar type classes be placed in the same section of the buildings for logistics reasons (i.e. Art classes and Tech Ed classes sharing the Mac lab). The former Art Mac Lab is now a Mac lab used by everyone. Scheduling similar classes is a great idea but is more of a scheduling issue. Nelsen said sharing these facilities is done more by clubs like Skills USA and STEAM.
- Averbeck thanks Scott, Evan and Chris to the work they put into maximizing our devices and keeping equipment working.

3. **PCB Settlement:** Lucius explained that the district received \$950,000 from Georgia Pacific for the contamination remediation. Lucius presented a list of remediation related costs incurred by the

district. He asked for input from the Board as to how they feel this money should be directed. Possible costs the money could be used for include:

Football field	\$328,661.00
North practice field	\$772,576.34
Legal fees (not final amount)	\$274,686.73
<u>Klipstine Park (district portion)</u>	<u>\$528,378.34</u>
TOTAL	\$1,854,302.41

- Setting up a sinking fund for turf field replacement (Fund 46)
- Pay off the Klipstine Park project to avoid including paying off the Village in the yearly facility budget.
- Pay down of State Trust Fund Loan taken out on the north field portion of the project

Discussion:

- Board was in favor of establishing a sinking fund and covering legal cost but felt the north field state trust fund loan should be left as is.
- The Board discussed the sinking fund and the cost of field replacement. They asked if naming rights would be sold to help cover some costs of a new field turf when it came time to replace it.
- The Board felt \$100,000 should be placed in a sinking fund and the remainder used to pay off the legal fees and the Klipstine Park project.

Moved by Williams seconded by Halron to apply the money received from Georgia Pacific as follows:

- \$100,000 create a sinking fund for future replacement of Jag Field turf
- Cover all legal bills associated with the contamination project (estimated to be \$274,686.73)
- Cover District share of Klipstine Park project completed by the Village (estimated to be \$528,378.34)
- Any remaining money is used to cover the District costs related to the contamination that were paid out of Fund 10

Aye 5, Nay 0. Motion carried 5:0

L. Board & Superintendent Communications:

- Paul Trondson requested the Board review of Bylaw 165.2. He would like to discuss the day of the week the board meeting is held to better accommodate parent schedules. VanLaanen stated that board meeting dates are discussed and determined yearly at the April Board Meeting.
- Taste of Ashwaubenon is scheduled for March 15th at Stadium View at 6:00 pm

M. Future Board Meetings & Topics: The next board meeting is scheduled for Monday, March 13, 2017, at 6:30 pm in District Office Board Room.

N. Adjournment to executive session: In accordance with W.S. 19.85(1) (c) an executive session will be held at the end of the meeting for the consideration of employment, promotion, compensation or performance evaluation data of any public employee over which the body has jurisdiction or exercises responsibility.

Moved by Trondson seconded by VanDeKreeke to adjourn to executive session at 8:26 pm. Aye 5, Nay 0. Motion carried 5:0.

O. Adjournment to open session: Moved by Williams seconded by VanDeKreeke to adjourn to open session. Aye 5, Nay 0. Motion carried 5:0.

P. Adjournment: Moved by Williams seconded by VanDeKreeke to adjourn the meeting at 9:00 pm. Aye 5, Nay 0. Motion carried 5:0.

Respectfully submitted,



Barbara Halron