



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, April 22, 2013 **6:30 pm**

A. Call to order:

President Williams called the meeting to order at 6:33 pm at the district office.

B. Roll call:

Board Members Present: Williams, Laukka, VanLaanen, VanDeKreeke, Halron
Board Members Excused: none
Others Present: Brian Hanes, Keith Lucius, Brian Nelsen, Jill Kieslich, Brad Taylor, Matt Anderson, Tom Schmitt, Mark Sheedy, Dirk Ribbens, Kris Hucek, Michael Sheean, Kurt Weyers, Andy Bake, Pete Marto, Maria Arena

C. Declaration of quorum:

Quorum Present

D. Pledge of allegiance:

The pledge was recited

E. Swearing in of Board member:

Hanes administered the oath of office to Barb Halron and Ginny Laukka.

F. Adoption of Agenda:

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

G. 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 purpose of discussing employee compensation, employment issues, employee evaluations, and employee negotiations.

H. Election of Offices/Board Appointments, Committee Responsibilities and Assignments:

The following board positions were elected:

- President: VanLaanen nominated Mark Williams, seconded by VanDeKreeke. There were no other nominations. Aye 5, Nay 0. Motion carried 5:0 to elect Mark Williams as Board President.
- Vice President: VanLaanen nominated Ginny Laukka, seconded by VanDeKreeke. There were no other nominations. Aye 5, nay 0. Motion carried 5:0 to elect Ginny Laukka as Board Vice President.
- Clerk: VanDeKreeke nominated Jay VanLaanen, seconded by Halron. There were no other nominations. Aye 5, nay 0. Motion carried 5:0 to elect Jay VanLaanen as Board Clerk.
- Treasurer: Halron nominated Brian VanDeKreeke, seconded by VanLaanen. There were no other nominations. Aye 5, nay 0. Motion carried 5:0 to elect Brian VanDeKreeke as Board Treasurer.
- Member At Large: will be Barb Halron.

Board Appointments/responsibilities assigned as follows:

- High School graduation (Brian VanDeKreeke and Barb Halron)
- WASB Convention (Ginny Laukka and Barb Halron)
- CESA #7 Annual Meeting (Barb Halron)

Moved by VanLaanen seconded by VanDeKreeke to adopt the board appointments as presented. Aye 5, Nay 0. Motion carried 5:0

I. Establish Board Meeting Time and Place

School board meetings will be held on the 4th Monday of the month at 6:30 pm in the district office. The Annual meeting will be held in conjunction with the Budget Hearing on Monday, July 22, 2013, at 6:00 pm in the district office.

- May 27, 2013, is rescheduled for May 13, 2013 (due to Memorial Day)
- December 23, 2013, is rescheduled for December 9, 2013 due to the winter break
- March 24, 2014, is rescheduled for March 10, 2014 due to Spring Break.

Moved by VanLaanen seconded by Laukka to adopt the board meeting time and place as noted above. Aye 5, Nay 0. Motion carried 5:0

J. Citizens and/or delegations:

1. Public Forum – Any citizen and/or delegations: No issues presented

K. Consent Agenda:

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

1. Minutes of the regular meeting held on Monday, March 11, 2013
2. Minutes of the executive session held on Monday, March 11, 2013
3. Minutes of the executive session held on Thursday, March 21, 2012
4. Minutes of the executive session held on Tuesday, April 9, 2013
5. The schedule of checks written 3/5/13 to 4/11/13
6. Staffing:
 - a. **Resignation request of Cathy Dominguez** effective at the end of the 2012-2013 school year. Administration will determine how to staff this position at a later date. Cathy is currently on a voluntary leave of absence for the 2012-2013 school year from her full time Grade 1 instructor position at Pioneer Elementary School. Cathy relocated to another state in June, 2012, due to her husband's new job opportunity. At this time, she has now decided to resign from her Ashwaubenon position.
 - b. **Resignation of Paula Jolly** from her Noon Duty Supervisor position at Pioneer Elementary School effective March 22, 2013. Posting is currently underway to fill this vacancy.
 - c. **Child Rearing Leave request of Kim Trembl** from her full time Physical Education Instructor position at the High School for the 2013-2014 school year. This is an unpaid leave of absence. As per Section III-Leaves of Absence, Child Rearing Leave of the Employment Handbook for Professional Staff Members, instructors may request a leave of absence, without pay, in the event that a child is to be brought into the household.
 - d. **New hire of Jody Krausert** to the Noon Duty position at Pioneer Elementary School effective April 10, 2013. Jody will be compensated \$10.35/hour. This position is vacant due to the resignation of Paula Jolly.
7. 3rd Quarter Financial Reports
8. Co-curricular contracts:
 - a. There are 2 co-curricular contracts being submitted to the board for approval.

L. Superintendent's Report

- Hanes thanked everyone for coming. Spoke about the unknown factors when building the budget for next year; he asked for patience and understanding as they work through the budget.
- Hanes recognized the following people:
 - Jill Kieslich and her Lit Support program for their hard work on the language arts preparation that went into the in-service and program.
 - Erica Becker for encouraging student involvement in the art program. He congratulated two students on awards they recently received.
 - Matt Anderson participated in a national webinar to share the one-to-one initiative.

- Deb Patterson, Michelle Loewenhagen, Joelle Zuengler, Kurt Weyers, Andy Bake and Dirk Ribbens participated in the teacher effectiveness training three days last week. Thanked Jill for the organization she put into making this happen.
- Congratulated two students on receiving the Zaner-Bloser handwriting award.
- Congratulations to Lissa Marth, the DI coaches and teams that are moving onto globals.
- Congratulations to the Tech department for being awarded the AT&T Innovation and Investment Award. Tours of the computer-integrated manufacturing mobile lab will be held on Monday, April 29th at 1:00 pm.
- Village and District Facilities Group Update – Williams and Hanes provided an update on the work of the Village and District Facilities Group. The group is looking at a possible joint facility with shared concession and bathrooms. They are discussing a possible referendum and the most efficient way of undertaking it (i.e. Village vs. District). Williams will be sharing this information at a Village Board Meeting. They are discussing surveying the community and providing information to the community prior to the survey. IF a referendum were to be conducted by the Village it would cost roughly 40% less compared to a school initiated referendum.

M. Discussion/Presentation Items:

N. Action Items:

1. **Bond Refinancing for “Resolution Authorizing The Issuance and Establishing Parameters For The Sale of Not To Exceed \$2,900,000 Taxable General Obligation Refunding Bonds”**: Lucius began by explaining that the bond refinancing is for a levy reduction not budget reduction. It is a reduction to our debt service fund balance. Brian Brewer from Baird reviewed the history of bond and the minimum savings of \$350,000 to the district if the refinancing is approved. He stated that the district has been very responsible in handling referendum money. He stated that a savings like this is not typical but is based on what is happening in the market.

Moved by VanLaanen seconded by VanDeKreeke to adopt the Bond Refinancing for “*Resolution Authorizing The Issuance and Establishing Parameters For The Sale of Not To Exceed \$2,900,000 Taxable General Obligation Refunding Bonds*” as presented. Aye 5, Nay 0. Motion carried 5:0

2. **Bussing Unusually Hazardous Transportation Plan update**: This plan allows the district to declare areas that are less than 2 miles away from a school as unsafe for walking. Our current plan does not match the state’s plan. The auditor found we should not receive aid on some of the areas we are bussing. Lucius met with sheriff to review the current plan for safety concerns. It is being recommended that the Board approve the updated plan. Once approved it will be sent to the state for acceptance. Lucius review the hazardous streets. He reviewed the 7 streets currently receiving bussing that were found not to be hazardous to walkers. The board discussed the options for keeping or eliminating bussing for these 7 streets. It was decided to bring back to a future board meeting the topic of bussing from these areas.

Moved by Laukka seconded by VanLaanen to adopt the Bussing Unusually Hazardous Transportation Plan as presented. Aye 5, Nay 0. Motion carried 5:0

3. **Staff Layoffs**: Keith reviewed the projected revenue, projected expenditures, unsettled items and prioritized budget balancing items. Lucius stated in planning for staff layoffs, the group looked at class sizes, insurance costs, staff pay increases, technology fees, utility costs, student fees, etc. The board asked if there would be a maximum family or fees. Lucius stated that they are reviewing all of this and that like other student costs, free and reduced lunch students would have a fee waived.

Lucius stated that they went through staff reductions by areas. They main focus when deciding layoffs was class sizes. They had to decide between increasing classes or reducing staff in the areas they chose. They have chosen to delay the computer rotation schedule and network upgrades. Some changes to the

5 year maintenance budget were made. However, they are anticipating expenses with the soil cleanup at the high school.

Williams stated he placed calls to our representative on the state level to discuss the budget decisions pending from the state. They discussed the voucher program, eliminating charter schools, and student revenue. He stated that is the most layoffs the district as issued since he has served on the board. Lucius stated that if the insurance comes back better, the finding of the lights come through and the per pupil revenue comes in better than anticipated, we may be able to rescind some layoffs

The board requested that half of the dollar amount of the last two items on the prioritized list be moved up the list and placed after the student fees for materials item. The other half of the dollar amount would be kept in their current location on the list.

The board discussed the following:

- Football field light poles – Will the turf committee be able to fund the replacement of the poles; if not discussed delaying the replacement. Some members felt strongly that the lights are a hazard as is and the project would be done to completion. The lights may be covered by the NFL grant.
- Schmitt spoke about the facilities and maintenance budget and what it is made up of. By taking part of the money and moving it up the list, we are not cutting the budget we are delaying the budget.
- Anderson spoke about the technology hardware rotations that are scheduled to be replaced. He stated that the district is delaying things another year. This delay is for equipment that is 5 years old and is due for replacement.
- The board suggested restructuring classes allowing staff to take on more skinnies above their current 1 FTE. Lucius stated that he fears staff would burnout.
- Williams suggested opening up early retirement for staff and support staff. Hanes could send out an email opening it up and the board would have approval. Early retirement would be open until May 13th. The board agreed to open up early retirement for staff (all members were in agreement).
- The staff present at the meeting were given the opportunity to speak. Rhonda Richlen (1563 Cormier) stated it is hard to provide input when they have not seen the prioritized list. Williams explained that the entire list was just read by Lucius.
- Lucius stated the as the budget picture clarifies we can make final decisions and issue final recall notices.
- Williams stated that staff layoff list is a group of very outstanding teachers. He stated that as the board makes their final decision about staff layoffs, they will need to take the personal aspect out of the decision.

Moved by Laukka seconded by VanLaanen to adopt the Staff Layoffs as presented and the proposed prioritized budget balancing items list as altered (half of last two points moved up the list). Aye5, Nay 0. Motion carried 5:0

4. **Extended Contracts:** Sheedy stated that the contracts being presented are scaled down to only include things that are necessary at the high school for the summer. He stated that this is 20% of what he used to request. It is a combination of paid days and trade days. The board asked if they could all be trade days. Sheedy stated for non-classroom staff it would work but for classroom staff we would have to pay a sub to cover a class on a trade day. It was decided to table this topic until May's meeting. Sheedy will come back with a revised list that shows trade off days versus paid days whenever possible.
5. **Pioneer Boiler Project Bids:** Schmitt stated that he received 7 bids on the Pioneer boiler project. Tweet Garot Mechanical came back with the lowest bid of \$111,000. Schmitt is recommending the bid is awarded to Tweet Garot Mechanical and the money for the project is taken from the 2012-13

Building and Grounds budget. This budget has a positive variance of \$130,000 which will fund the entire project.

Moved by VanDeKreeke seconded by Halron to adopt the awarding of the Pioneer Boiler Project Bid to Tweet Garot Mechanical as presented. Aye 5, Nay 0. Motion carried 5:0

O. Board & Superintendent Communications:

- Williams acknowledged the letters about staff layoffs received by the board.
- VanDeKreeke thanked everyone for their part in the Taste of Ashwaubenon. This event has raised nearly \$100,000 over the last 5 years.

P. Future Board Meetings & Topics:

1. The board workshop is scheduled for Monday, April 29, 2013, at 6:30 pm.
2. The next board meeting is scheduled for Monday, May 13 2013, at 6:30 pm.

Q. 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 purpose of discussing employee compensation, employment issues, employee evaluations, and employee negotiations.

Moved by VanLaanen seconded by VanDeKreeke to adjourn the executive session at 8:21 pm. Aye 5, Nay 0. Motion carried 5:0.

R. Executive session:

S. Return to open session:

T. Adjournment

Moved by VanDeKreeke seconded by Halron to adjourn the meeting at 9:35 pm. Aye 5, Nay 0. Motion carried 5:0.

Respectfully submitted,


Jay vanLaanen, Clerk