



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, September 28, 2009

6:30 p.m.

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A. Call to order:

President Williams called the meeting to order at 6:30 pm at the district office.

B. Roll call:

Board Members Present: Laukka, VanLaanen, Williams, Crowley, Aubinger
Board Members Excused: None
Others Present: David Schmidt, Keith Lucius, Brian Nelsen, Jill Rhude, Brad Taylor, Kris Hucek, Mark Sheedy, Kurt Weyers, Pete Marto, Tammy Farley, Jay Marcks

C. Declaration of quorum:

Quorum present

D. Pledge of allegiance:

The pledge was recited

E. Adoption of Agenda:

Moved by Crowley, seconded by Aubinger to adopt the agenda as written. 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 purpose of discussing employee compensation, employment issues, employee evaluations, and employee negotiations.

G. Citizens and/or delegations:

1. Public Forum – none present

H. Consent Agenda:

Williams stated there is one addition to item 7. See 7b below.

Moved by Laukka, seconded by Aubinger to approve items 1, 2, 4, 5, 6, 7 and 8 of the consent agenda as follows: Aye 5, Nay 0. Motion carried 5:0.

Moved by Crowley, seconded by VanLaanen to approve item 3 of the consent agenda as follows: Aye 4, Nay 0, Abstain 1 (Aubinger). Motion carried 4:0:1.

1. Minutes of the regular meeting held Monday, September 14, 2009.
2. The schedule of checks written 09/05/09 – 09/18/09 (#75393 - #75627).
3. The schedule of checks written 09/05/09 – 09/18/09 (#75628).
4. The schedule of checks written 09/05/09 – 09/18/09 (#75629 - #75746).
5. The schedule of manual checks written 08/18/09 – 09/04/09 (#941-#944).
6. The schedule of High School Athletic check written 08/18/09 – 09/04/09 (#12290-#12329).
7. Staff appointment:
 - a. Hire of Andrea Pasqualucci to the Education for Homeless Children and Youth Coordinator, Limited term, .16 FTE position effective 9/21/09. This is a new position created by obtaining the EHCY

- grant. Andrea is currently a .30 FTE Social Worker at Cormier. She will be compensated an extra \$7215.99 (08-09 salary schedule) for this position.
- b. Hire of Stacy Pludeman to the Breakfast Supervisor position at Cormier. Stacy is currently a Noon Duty Supervisor at Cormier as well. She will be compensated \$9.75/hr.
8. Co-curricular contracts: There are 47 co-curricular contracts being submitted for Board approval

I. Superintendent's Report:

1. 2009-10 Board Meeting Dates/District Goal Review and Revision Dates

Schmidt stated that two future board meetings have conflicts with scheduling and/or holidays. The following recommendations were made. Move the November 23rd meeting to Monday, November 30th. Reschedule or cancel the December 28th meeting.

Schmidt also requested a two-hour meeting with the board to do long range planning and looking ahead to next year 2010-11. He suggested either holding this meeting in place of the November 30th meeting or to schedule an additional meeting. He would like to see this meeting take place before the end of the year.

The board agreed to move the November 23rd meeting to the 30th and to cancel the December 28th date. These changes to dates will be posted on the website and put in the minutes.

2. Third Friday Enrollment Overview

Schmidt reviewed the third Friday enrollment numbers. More enrollment information will be listed in future Board Updates. All schools except the high school saw an increase in enrollment. The growth in the 4K program was one reason for this increase. The high school saw a larger senior class exiting last year than freshmen coming in this year.

Schmidt stated that last year, surveys were sent out to families who open enrolled out of the district. The most common reason for enrolling out of the district was due to proximity to parent's work or childcare related issues.

Williams asked if these enrollment numbers are in line with what was projected. Keith stated that the numbers are better than projected. As a result of higher enrollment, additional teachers were added.

Schmidt added that resident enrollment went down 70 from 2007-08 to 2008-09. It only went down 5 from 2008-09 to 2009-10. Laukka asked if the number of residents increased over the last 3 years. Schmidt stated it had but as a result of adding 4K.

Schmidt stated the numbers reported below are good news for the district. As a group we will need to discuss what the impact of open enrollment has on the district and whether it helps is to continue to promote the program.

School Year	Students	Residents	Open Enrolled In	Open Enrolled Out	Tuition Waiver
2007-08	2987	2593	362	50	32
2008-09	3100 (4K added)	2632	451	45	17
2009-10	3153	2655	537	54	18

3. Energy Star Challenge Article

Schmidt stated that the board president and others were mentioned in a recent Energy Star Challenge article. He shared the article with those interested in reading it.

4. Student from High School History Classes

Mark stated he was contacted by a High School history class. As part of this class, students will be attending board meetings, watching the meeting via JagTV or attending the Village Meetings throughout the next few weeks.

J. Discussion/Presentation Items:

1. Curricular Review Cycle

Rhude reviewed the district's Curriculum Review Cycle and the Continuous Improvement plan. The cycle is laid out over six years but is broken down in two year increments. The plan is very similar to the previous plan with the exception to a few changes in year one and two. Rhude stated standards need to be reviewed for these two years.

Rhude reviewed the goals for each year and where the district is currently at with these goals. She stated that new standards for English are coming after the first of the year. At that time, we will need to either adapt to or adopt them.

Laukka asked how the new music program fits into this cycle. Rhude stated this program was developed over the summer and that we try to keep as close to the year three plan as possible.

Aubinger inquired about the purchasing of materials whenever a program changes. Rhude stated that when a program changes we look at the existing materials to see if they meet the program standards before we look into buying new materials. Program changes do not always mean purchasing new materials.

Crowley stated that it may seem to be pieced together because it comes to the board at different times. Rhude stated that she is developing a scope and sequence throughout the curriculum. This provides for a more focused request. She is requesting to see resources ahead of time to review what is being used, copyright dates, etc. All requests need to be justified and needed.

Crowley stated that in the past when a request is made for a dollar amount to buy materials, the board will ask if the money is budgeted. The reply has typically been yes. He inquired if we are over budgeting and how the budget is developed. Rhude works with Lucius on what is available in the budget. She plans what is available and what is needed. There is a framework that is followed. Schmidt added that there are years when the money is not budgeted. During those times, the adoption of a program is broken into parts over a number of years. Lucius stated that if there is opportunity to buy materials ahead of time (extra money), they do.

Vanlaanen asked if there is a point we go back and tweak things and to find out if additional things are needed. Rhude stated we look at our resources very carefully. We are continually monitoring what we are doing to see if we are working within the curriculum. Schmidt stated that there have been some instances we found that the content is not in line with the curriculum. At these times, we try to use resources we have to bring it back in line.

Laukka asked about the Einstein program. Rhude explained the gaps in this program and what we are doing to fill the gaps. We are focusing on and revisiting what is in existing materials.

Aubinger inquired what the GLOBE program covers. Rhude stated it is for the gift and talented students. Aubinger inquired about the program and class offerings in the middle school. Rhude stated they are still working on this area.

2. Board Policies – first read

Williams stated that the policies the board received as part of the agenda are provided for first reading. Schmidt reviewed the process for reviewing and approving policies. NEOLA is our support mechanism for policies. They do all the research and make recommendations for policies. The board does a first reading of the policy at one meeting and makes final approval at a second meeting. There is a backlog of policies for review and approval. Over the next few months the board will be receiving these policies for first read and final approval.

Aubinger asked if the policies recommended by NEOLA adhere to state laws. Schmidt stated that NEOLA is very sophisticated in the area of policies. They make them legal and take a huge burden off the board of education and administration.

Williams expressed his concern that if we change what NEOLA wrote, they stated they would not back up the policy. Schmidt stated it was acceptable to change a policy to fit the district.

The board did not have any specific policy they wanted to review at this time and moved them forward for approval at the next meeting.

Schmidt stated that the Student Services Director will lead the administrative policy review group. This group will review a segment of policies every month and make sure our practices coincide with policies.

Laukka requested that the board see the administrative rules as they are updated. She felt they need to be familiar with rules so they have background knowledge when asked a question.

K. Action Items:

1. TIF Recommendation

Lucius presented the TIF payout amount and inquired how the money should be spent. He added that it would default into a fund balance until a decision was made. TIF coming off line will reduce our amount of aid. It will not affect our aid until we spend it. Once it is spent, we lose half of it in aid the following year. He recommended that in order to avoid cash flow borrowing we need to shift this fund balance up to a higher percentage. We also need to look at which fund balances are available for cash flow.

Lucius reviewed the purposes of fund balances.

- Cash flow borrowing
- Unforeseen budget changes
- Unforeseen enrollment changes
- Building projects (planned and unplanned)
- Post employment benefits that the district provides

Possible uses for this money include:

- Pool and auditorium project
- Parkview projects – family consumer ed, art, and tech ed area – look at this room and reconfigure it to be a more usable space for all these programs.
- Technology projects – these are not one time expenditures because equipment will need to be ongoing (upgrades). Wireless is a 10-15 year expenditure.

Aubinger inquired about what we currently use to fund the pre-retirement benefits. Lucius stated we use a pay as you go method. Aubinger asked if we will eventually handle these ourselves. The problem with handling it ourselves is the amount we would have to put away to fund this. Aubinger felt we need to be disciplined to put this money away when times are good so we are not so affected when times are not. Lucius stated the amount we put away has fluctuated over time. Aubinger stated we need to be aware of this and keep talking about this. Williams added we have been monitoring this. A few years ago we looked at administrative and exempt staff. We are now beginning to look at teachers. Aubinger suggested beginning the habit now by starting to deposit with new employees. Lucius stated that this is a good goal to have when times get better.

Williams felt it should be left in the fund balance until we have a better idea on what we want to do with Parkview. Keith stated that there is a plan for Parkview already started. The initial plan would be about \$60,000 dollars.

Laukka asked if that renovation is setting the school up for long range goals. Keith stated things will be in place when we are ready to move forward.

Motioned by Aubinger, seconded by VanLaanen to provide \$60,000 for the remodeling of Parkview. The remainder of the TIF would be deposited into a general fund balance.

Williams felt that a plan should be presented to the board first. Schmidt stated that these plans will be brought back to the board for final approval. This motion would just give them the ability to move

forward. Keith stated this would allow them to get the teacher group together to see what they need in this remodel.

The question was asked if we can spend down the department balance fund to offset the losing of 50% in aid. Keith stated yes.

Moved by Aubinger, seconded by Vanlaanen to amend the above motion to include the approval of the plans by the board before the expenditures are made. Aye 5, Nye 0. Motion carried 5:0.

2. Pioneer Sign Information

Pete thanked Tammy Farley and Jay Marcks for coming and sharing information about the funding for the Pioneer Sign.

Pete outlined the pros to a new sign. These include:

- Increase of communication for parents, students and community
- More information and description of events on the sign
- More energy efficient (dimming setting, time setting)
- More efficient use of staff time
- Information available ASAP
- Messages can be saved year to year

Tammy shared her experience with Parkview sign proposal, solicitation of bids, and the process of raising half of the funding needed. She presented her view as a parent of a Pioneer student and the positive comments/feedback she has received about Parkview's sign.

Jay presented his experience and knowledge as a Pioneer School community member. He stated the current sign is often abbreviated and difficult to understand. A new sign would make community member aware of events at the school and adjacent park/soft ball fields. In the summer, the sign can be used to announcement events taking place of the soft ball fields. The softball league is will to help fund the sign as well as the student board.

Pete stated that five estimates were sought. Green Bay Sign had the lowest estimate. They did the Parkview sign. Their signs have proven to have a low maintenance and longevity. Their estimates also contain no hidden fees.

The cost of the sign is \$18,000. They have funding for \$9,000 of the cost. The funding comes from Pioneer's PTO (\$4,000), Ashwaubenon Girls Softball (\$4,000) and the Student Board (\$1,000). Pioneer School is asking the board for the remaining \$9,000 needed for funding.

Crowley inquired where the funding came from for Parkview's sign. Williams inquired if the paw is on the other signs and if it would be on this sign.

Motioned by Aubinger, seconded by Williams to approve the funds of \$9,000 for the Pioneer sign. Motioned carried 5:0

L. Board & Superintendent Communications:

- Williams stated he had the Bayland Educators grievance available for others to look at if needed.
- Amy is a student who contact Williams regarding receiving a copy of the agenda items for tonight's meeting and viewing it on JagTV
- Pedestrian and Bike Committee is considering the safe route for school money for sidewalks. They are soliciting opinions about making Oneida Street six lanes. Aubinger inquired if the board wanted to provide an opinion on this topic. He asked those wanting to express their opinion to please write a letter. He asked that letters are emailed to Mike Aubinger or the village. He will include them as part of the evidentiary hearing.
- Valley View will have a walk through meeting for the sidewalk on October 6th.
- The letter from Tom Farah was shared with the Board. He thanked the board for the new lab for the business area.

Dave stated we will discuss the stimulus funds

M. Future Board Meetings & Topics:

Upcoming Board Meetings

- The next regularly scheduled Board meeting is Monday, October 12, 2009.
- The November 23rd Board Meeting has been rescheduled for Monday, November 30, 2009.
- The December 28, 2009, Board Meeting has been cancelled.

Future meeting topics

- Stimulus funds
- GLOBE program at the middle school level
- Policies approval
- Summer School opportunities

N. Adjournment to executive session:

The Board convened to executive session at 7:45 pm.

O. 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.

P. Return to open session:

Q. Adjournment:

Moved by Crowley, seconded by Aubinger to adjourn at 8:35pm. Aye 5, Nye 0. Motion carried 5:0

Respectfully submitted,



Jay Van Laanen, Clerk