



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

Wednesday, October 25, 2017

6:30 pm

A. Call to order: President VanLaanen called the meeting to order at 6:40 pm

B. Roll call:

Board Members Present: VanLaanen, Trondson, VanDeKreeke, Vyskocil, Garrigan
 Board Members Excused: everyone present
 School Choice Advisory Representative: James Andersen
 Others Present: Brian Hanes, Keith Lucius, Tammy Lampereur, Brad Taylor, Mandy Schroeder, Scott Truskowski, Tom Schmitt, Kris Hucek, Brian Carter, Kurt Weyers, Maria Arena, Pete Marto, Amy Kupsh, Melody Escoto, John Hilbert

C. Declaration of quorum: Quorum present

D. Pledge of allegiance: The pledge was recited

E. Adoption of Agenda: Moved by Vyskocil seconded by Trondson to approve 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 purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

G. Citizens and/or delegations:

- **Public Forum** –Amy Kupsh (1955 Evans Dr.; Green Bay) requested the board recognize the 2016 Championship Boys Bowling team by hanging a banner in the same manner they would other sports teams that have won championships. She also asked the board to create a policy for recognizing club activities like they would funded sports (WIAA sports). Kupsh explained the benefits to club sports. She requested that banner be displayed in areas that are frequented by people similar to the WIAA sport banners are (in the field house). She asked that the board consider a policy addressing the hanging of banners, the ability for students to earn varsity letters in club sports, and recognition of club sports as varsity sports.

H. Consent Agenda: Moved by VanDeKreeke seconded by Vyskocil to approve 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, September 13, 2017.
2. Minutes of the executive session held on Monday, September 13, 2017.
3. The schedule of checks written 9/6/17 to 10/16/17.
4. Staffing:
 - **Other Staff**
 - **Hire of Julie Stiles** to the full time Educational Associate – Special Education Aide position at Pioneer Elementary School effective 9/28/17. Julie will be placed at the entry level of the Educational Associate-Special Education Aide pay scale and will be compensated \$16.38/hour. This position is vacant due to the resignation of Jill LeMere.

- **Hire of Allison Sudol** to the half time, .50 FTE Educational Associate – Special Education Aide position at Cormier School & Early Learning Center effective 10/4/17. Allison will be placed at the entry level of the Educational Associate-Special Education Aide pay scale and will be compensated \$16.38/hour. This is a new position due to enrollment. Allison is also a .50 FTE 4K Instructor with the District.
5. There were 59 co-curriculars approved.

I. Superintendent's Report

- Thank you to WG&R Furniture for donating \$1,800 of furniture for the PAC green room. Thank you to Kate Green & Ken Bukowski for working with WG&R to make this possible.
- Above & Beyond Staff Recognition:
 - Dirk Ribbens & Alissa Hendricks for teaching "Everyday Strategies for Students with Difficult Behavior"
 - Sean Butler for teaching "Building Respectful & Productive Relationships with Parents"
 - Mandy Schroeder & Jamie Averbeck for teaching "SAMR & 3C's"
 - Gina Jones & Lori Gehring for teaching "The Who, What, When, Where and How of Effective Questioning & Discussion Techniques"
 - Amy Dillenberg & Lori Bachman for offering "Teaching Students from a Background of Trauma"
- Thank you to the Bernie Rocheleau Family for donating an upright Steinway piano to the PAC's rehearsal room.
- Thank you to Betsy Farah for taking the initiative to secure a Farm-to-School Partnership Agreement. The district was awarded nearly \$3000 in funds for the summer school hoop houses, Farm-to-School lessons, school garden and equipment for the smoothie bar.

J. Discussion/Presentation Items:

1. **Pool Usage Update:** Melody Escoto, Aquatics Coordinator for the Village and School District, provided an update on the pool usage.
 - The pool has been open just shy of one year. Escoto has received very positive feedback from everyone she has heard from.
 - There is a 20% increase in the number of students signing up for swimming lessons.
 - Class offerings include six new classes with the warm water pool. Through a partnership with Aurora Baycare there are now offerings for therapeutic classes and a master swimming program.
 - AHS PE classes have extended the times in the pool.
 - Sport teams are utilizing the pool for training.
 - ELL continue to use the pool.
 - The new facility enables the district to host larger swim meets (boys and girls conference and sectionals).
 - Pool rental usage has increased.

Board questions:

- What time is the warm pool available to senior citizens? It is typically open M-W-F from 11:30 am to 1:00 pm, however, it is suggested people check the Village's website for the most current pool schedule. VanDeKreeke stated that community members seeking to use the warm water pool have expressed their concerns about it being unavailable during the early morning hours. They have had to seek other facilities to use instead. Escoto stated she too has had these conversation with community members. She stated she is trying to accommodate all users but the school has priority use of the pool. District PE swim classes have both pools starting at 7:30 am. VanDeKreeke stated that we must work together to share the pool facilities. He suggested the PE classes use the regular pool for its classes like in the past making the warm water pool available to the community. Brian offered to set up a meeting with Melody and community members troubleshoot their options.

- Have there has been any opportunities to hold large club meets? Escoto stated that there have been larger club meets and this area continues to grow.
 - Are the offices and concession stands being utilized? They are up and functioning.
 - How many events are using the concessions? Concessions are open strictly for swim meetings, club meets or rentals.
2. **Kitchen Design Concepts:** Tom Schmitt stated that Phase I of the high school kitchen project is complete.
- He shared photographs and samples of the flooring in the new cafeteria.
 - Phase II of the project involves moving the high school office and kitchen into the new area.
 - Schmitt recognized Betsy Farah for the work she put into the new kitchen footprint.
 - He shared a floor plan and 3D concept of what the new cafeteria will look like.
 - The entrance/office windows will be made of bullet proof glass with a second door security entrance.
 - Farah and Schmitt have been working with Stewart Design and Brander Engineering on the kitchen design. The equipment/furniture will be movable to adjust to current and future needs.
 - We are looking at what current kitchen equipment can be used (has a useful life yet) and what needs to be replaced.
 - The design phase is nearing completion and will be moving into the bid spec phase. It is anticipated that bids will go out in December.
 - Once construction is done in this area, it will be open to the fieldhouse, pool and PAC overflow.
 - Construction personnel will continue to enter the site through the old pool entrance. This entrance will eventually be the entrance to the school offices. Student will enter through the field house entrance.
 - Lucius stated that through research they learned that some students prefer to be in a more quiet area. The design layout near the new entrance will allow for this space. Schmitt spoke about how traffic will flow through the cafeteria and new high school entrance.
 - Schmitt explained the high school offices will contains a large and small conference room, health room, and windows into the cafeteria.
 - Schmitt briefly spoke about Phase III. District Offices and board room will be relocated to the current high school office and kitchen spaces. A space right off the entrance will be allocated for a district clinic.
 - The goal is to have Phase II open by the start of the 2018-19 school year. The funding comes from capital improvement and food service budgets. The district has been able to build up the food service budget to help pay for a large part of this project.
 - The board inquired about an appropriate time for a tour. A tour was schedule for 5:30 pm on November 8, 2017. Board members, and anyone else interested, will meet at the old pool entrance at 5:30 pm.
 - The board thanked Tom, Betsy and Keith for their work on this project. Lucius recognized the insight Schmitt provides to the project and its overall success.
3. **Academic and Career Planning:** John Hilbert explained the Academic and Career Planning Program (ACP) is a stated wide initiative. A lot of time over the last few years has been put into developing this program. Hilbert explained the background of this program and the state requirements.
- The ACP Program has to be visible to the community and visible on the District's website. Thanks to the help of Mandy, the District now has its program available for all to see on its website. Hilbert walked the board through the website and ACP program.
 - The new program is a more systemic and structure way to helping students and teachers stay personally connect. Teachers are more involved in an advisory role.
 - The ACP program has a committee made up of high school guidance staff, teachers, administrators and middle school representatives.
 - ACP now extends to elementary and middle school levels with program like Career Locker and Xello.
 - The high school spends one week per term focusing on ACP during its academic focus.

- We are in the first year of this new program. It is a work in progress that will change as we grow and learn from it.
- Hilbert review the program from freshmen through senior year. He spoke about how testing/assessment can link to career exploration. He shared labor market analysis information.
- Future of ACP in ASD: program is an ever evolving/changing program; builds relationships between teachers and students; everyone graduates with a plan; gives parents accessibility to their student's plan; keeps teacher involved; sets students up for success in the future.
- The board asked if the program provides opportunities for alumni to provide any feedback to see how we are doing and if the program is working. It is felt that a real value to the program would be to bring peers and upper classmen in to talk about their experience with the program.
- The board inquired if there would be any chance this program could see a future with the Packer/Microsoft partnership.
- Hilbert thanks Brian Nelsen for his support with the program and stated the ASD is a leader in this area when it comes to ACP. Hanes stated that preparing students for the future is one of our most important jobs.
- Hanes thanks Hilbert for his work with this program and helping student focus on their future.

K. Action Items:

1. **Valley View 2017 Tractor Replacement:** Tom Schmitt presented the bid for the replacement lawn tractor for Valley View. The tractor is scheduled for replacement in the 10 year Facilities Improvement Plan. He solicited bids for a John Deere 739 lawn tractor with cab and mower deck, rotary broom and snow blower. The existing tractor and attachments will be given to Cormier. Schmitt received two bids from the only John Deere Dealers in the area: EIS Implement for \$15,250 and Riesterer and Schnell for \$15,115. Schmitt recommended the board approve the purchase of a new John Deere 739 lawn tractor with attachments from Riesterer and Schnell for a cost of \$15,115. Schmitt thanked Steve Beining, Valley View head custodian, for the care and work he put into the current tractor enabling it to be reassigned to Cormier.

Moved by VanDeKreeke seconded by Vyskocil to approve the Riesterer and Schnell bid of \$15,115.00 for a new John Deere 739 lawn tractor for Valley View Elementary as presented. Aye 5, Nay 0. Motion carried 5:0.

2. **Youth Options:** Brian Hanes recommended the board approve the Youth Option requests from 18 students (8-9 of which are for CNA classes). He reminded the board that by law if we do not offer an equivalent course, we have to offer a student the ability to apply for Youth Options. He stated that even though there are multiple requests made by individual students, they will likely not be able to take everything on their list due to scheduling conflicts.

Moved by Trondson seconded by VanDeKreeke to approve the 18 Youth Options requests as presented. Aye 5, Nay 0. Motion carried 5:0.

3. **Resignation Fee:** Brian Hanes stated that over the last couple of years the District has been reviewing its breach of contract fee and comparing it to other districts. Hanes shared the information he gathered from other districts. Based on the information learned and to help offset the cost of hiring a replacement late in the year, Hanes is recommending the board increase the breach of contract fees to \$500 after June 15, \$1000 after July 1st and \$1500 after August 1st.

Discussion:

- How many breach of contract fees do we see in the year? 3 at the most; 1-2 in a normal year. There is a concern that this number will increase as the market gets tighter. Increasing this fee adds to our teachers thought process for making the decision to leave.

- How do we attain these funds? Once they sign a contract they are obligated to accept a contract and we are obligated to have a job for them. They can't sign another contract until this one is broken. The fee is paid by the teacher in order for the contract to be broken.
- Has the fee been an issue in the past? No and as a district we have not waived it.

Moved by VanDeKreeke seconded by Trondson to approve the increase the resignation breach of contract fees to \$500 after June 15, \$1000 after July 1st and \$1500 after August 1st as presented. Aye 5, Nay 0. Motion carried 5:0.

4. **Budget Adoption:** Keith Lucius presented the final 2017-18 budget for adoption. He stated the for the most part the budget approved in July did not change. He stated that on a positive note, the district received more aid from the state. However, Lucius feels this is a one year event and will not happen again next year.

The Fund 10 budget did increase by \$286,360 since the annual meeting. Lucius reviewed the reasons for the increase including less open enrollment students than anticipated, a decrease in resident students, grants unknown in July, changes in state calculation methods, Georgia Pacific settlement, lower health insurance costs, lower utilities and additional voucher students. Expenditures affecting Fund 10 include additional staffing at Cormier and the high school, more outgoing open enrollment students than anticipated, curriculum adoption costs, reduction in costs for garbage pickup and private school voucher aid. Lucius stated that in planning for unknown events next year, we are keeping the levy stable and prepaying some of our debt this year. Lucius recommended the board approve the final 2017-18 budget of \$32,702,222 (total Fund 10 revenue and expenditures).

Moved by VanDeKreeke seconded by Vyskocil to approve the 2017-18 Budget Adoption of \$32,702,222.00 as presented. Aye 5, Nay 0. Motion carried 5:0.

5. **Final Levy Approval:** Keith Lucius stated that the equalized mill rate is \$9.103 per \$1,000 of property value. This is down from \$9.733 last year. The levy is down 2.44% and property values at up 4.2% from last year. All this results in an equalized mille rate of \$9. 103. Lucius stated that means a good tax year for residents as they will see a decrease in school taxes. He reminded the board and the community that equalized mill rate \$9. 103 is the equalized mill rate and not the assessed mill rate. Equalized mill rates are used to compare one school district to another by equalizing property value. Lucius recommended the board approve the final total levy of \$17,821,961.00. The board thanked Lucius for his work and commitment to the district and maintaining its budget.

Moved by Vyskocil seconded by VanDeKreeke to approve the Final Total Levy of \$17,821,961.00 as presented. Aye 5, Nay 0. Motion carried 5:0.

L. Board & Superintendent Communications:

- Thank you to the Optimist Club. They were able to raise over \$10,000 dollars at the Octoberfest fundraiser.

M. Future Board Meetings & Topics: The next board meeting is scheduled for **Wednesday, November 8, 2017**, at 6:30 pm in the District Office.

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 purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

Moved by VanDeKreeke seconded by Trondson to adjourn to executive session at 8:30 pm. Aye 5, Nay 0.
Motion carried 5:0.

O. Return to open session:

P. Adjournment: Moved by VanDeKreeke seconded by Vyskocil to adjourn the meeting at 9:17 pm. Aye 5,
Nay 0. Motion carried 5:0.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Paul R. Trondson".

Paul Trondson