



**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, July 25, 2016**

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- A. **Call to order:** President VanLaanen called the meeting to order at 7:20 pm.
- B. **Roll call:**
  - Board Members Present: VanLaanen, Williams, Trondson, VanDeKreeke, Halron
  - Board Members Excused: no absences
  - School Choice Advisory Representative: James Andersen
  - Others Present: Brian Hanes, Keith Lucius, Jill Kieslich, Tammy Lampereur, Brad Taylor, Andy Bake, Kurt Weyers, Brian Nelsen, Nick Senger, Dirk Ribbens
- C. **Declaration of quorum:** Quorum present
- D. **Pledge of allegiance:** The pledge was recited
- E. **Adoption of Agenda:** Moved by Williams seconded by VanDeKreeke to adopt the agenda as presented. Aye 5, Nay 0. Motion carried 5:0
- F. **Citizens and/or delegations:**
  - 1. Public Forum – no issues presented
- G. **Consent Agenda:** Moved by Trondson seconded by Halron to adopt the consent agenda items 1-4 as presented. Aye 5, Nay 0. Motion carried 5:0.
  - 1. Minutes of the regular meeting held on Monday, June 13, 2016
  - 2. The schedule of checks written 6/07/16 to 7/18/16
  - 3. Staffing:
    - **Teacher Staff**
      - 1. **Resignation of Christine Cherney** from her full time, Title I/Literacy Support Instructor position at Pioneer and Valley View effective at the end of the 2015-2016 school year. Posting is underway to fill this vacancy.
      - 2. **Resignation of Mitchell Rottier** from his part time, .25 FTE Mathematics Instructor position at the High School effective at the end of the 2015-2016 school year. Posting is underway to fill this vacancy.
      - 3. **Resignation of Lisa Roskom** from her full time Cross Categorical Instructor position at Valley View effective at the end of the 2015-2016 school year. Posting is underway to fill this vacancy.
      - 4. **Resignation of Pauline Reynolds** from her full time Art Instructor position at Valley View Elementary School effective at the end of the 2015-16 school year. Posting is underway to fill this vacancy.
      - 5. **Resignation of Jennifer Sommers** from her full time Grade 3 Instructor position at Valley View Elementary School effective at the end of the 2015-16 school year. This resignation is

contingent upon satisfaction of a \$500.00 late resignation fee. Posting is underway to fill this vacancy.

6. **Hire of Maria Andersen** to the part time, .53 FTE Family Resource Center Coordinator position at Cormier School effective at the beginning of the 2016-2017 school year. Maria will be compensated \$20.60/hour. This position is vacant due to the transfer of Bridget Johnson to a full time 4K Instructor.
  7. **Hire of Jonathan Brecklin** to the full time, 1.0 FTE Cross Categorical Instructor position at Valley View Elementary School effective at the beginning of the 2016-2017 school year. Jonathan will be placed at Step 4 Lane D as a professional educator, \$49,614.65. This position is vacant due to the resignation of Lisa Roskom.
  8. **New hire of Amanda Rotter** to the full time Grade 3 Instructor position at Valley View Elementary School effective with the 2016-17 school year. Amanda will be placed at Step 5 Lane A as a professional educator. Salary will be \$44,910.58. This position is vacant due to the resignation of Jennifer Sommers.
  9. **New hire of Alison Hamacher** to the full time Literacy Coach Instructor position at Valley View Elementary School and Parkview Middle School effective with the 2016-2017 school year. Alison will be placed at Step 9 Lane J as a professional educator. Salary will be \$ 66,859.08. This position is vacant due to the resignation of Chris Cherney.
- **Support Staff**
    1. **Hire of Katherine Page** to the Administrative Associate III – Secretary to the Middle School Principal, 12 month, full-time position at Parkview Middle School effective July 7, 2016. Katie will be placed at the entry level of the Administrative Associate III salary schedule which is \$17.62/hour. This position is vacant due to the family leave of Mary LeCapitaine.
    2. **Hire of Barbara DeRoeck** to the Administrative Associate III – Student Services Secretary, 12 month, full time position at Ashwaubenon High School effective July 6, 2016. Barb will be placed at the entry level of the Administrative Associate III salary schedule which is \$17.62/hour. This position is vacant due to the retirement of Debra Friedl.
    3. **New hire of Pam Daul** to the Noon Duty Supervisor and Breakfast Supervisor positions at Pioneer Elementary School effective with the 2016-17 school year. Pam will be compensated \$10.56/hour. This position is vacant due to the resignation of Michelle LeCleir-Mueller and Donna Beno.
    4. **Resignation of Michelle LeCleir-Mueller** from her Breakfast Supervisor position at Pioneer Elementary School effective at the end of the 2015-16 school year. Posting is underway to fill this vacancy.
4. 101 co-curriculars were approved.

#### H. Superintendent's Report

- **Incident Command Training** –The District Admin Team and Jennifer Bower will participate in an incident comment training. This is a three hour training at AHS that focuses on active shooters. Thank you to Andy Bake and the crisis team for their crisis planning conducted throughout the year.
- **Building Projects** – Everything is on schedule with plan for completion at the end of October. Grand Opening of pool and auditorium is schedule for November 11<sup>th</sup>. Hanes suggested having the October School Board Meeting on the auditorium stage.
- **Ashwaubenon Blast** – August 13<sup>th</sup> at Ashwaubomay Bay from 2-10 pm. Thank you to the planning committee for all their work in making this a yearly event.
- **Welcome Back Breakfast/Meeting** - The school board was invite to attend the Welcome Back Meeting/Breakfast scheduled for Tuesday, August 30<sup>th</sup> at 7:30 am in the high school commons/auditorium.

#### I. Discussion/Presentation Items:

1. **Auditorium Manager** - Hanes stated that when the referendum for the auditorium was passed, it was sold as a community theater. The auditorium committee met with the theater director from Oconomowoc High School to discuss how they handle the management of their auditorium. They determined that it was necessary to hire a manager for the auditorium so the usage, promotion, marketing, box office sales, etc. could be managed by one person. The committee is presenting their recommendation to hire a full-time person to oversee the daily management of the auditorium. This would be a shared position between the Village and District similar to the current aquatics position.

Discussion:

- Would this person handle the scheduling/running of the current auditorium? This would need to be discussed.
- Recommending hiring this person by December 1<sup>st</sup> so they are in place when the auditorium opens. The board asked why we are waiting so long to hire this person. Wouldn't it be better to have this person in place prior to the conclusion of the construction so they are involved in the transition? Both boards would have to approve the position and create a job description prior to it being posted. Lucius stated one option would be to start posting for it now and then bring it to the board for hire then this person is found.
- Williams stated that this topic will be presented to the Village Board on Tuesday night.

J. **Action Items:**

1. **Resolution Authorizing A One-Year Taxable Tax and Revenue Anticipation Revolving Line of Credit For Cash Flow Purposes In An Amount Not To Exceed \$6,000,000:** Lucius stated that as the District becomes more reliant on taxes, our money comes later in the school year. This delay in payment forces the District to borrow money to pay expenses and make payroll on time. He reminded the board that this is the most cost effective option for the district. Money is only borrowed when needed and repaid when funds are received. Lucius outlined the details of the line of credit:

- The line of credit would be through First Merit bank in the amount of \$6,000,000.
- The interest is variable on the line set at 30 day LIBOR plus 1% with a 2% rate increase limit.
- There is an \$11,250 commitment fee in addition to interest.
- The District is working with a bond attorney (Davis and Kuehlthau).

Discussion

- Do other districts take out a line of credit? Lucius stated that the other option instead of a line of credit would be to increase our fund balance but we have less flexibility in this option. He stated that the District has never borrowed more than \$2.5 million.
- How much do we pay in interest on this borrowing? Less than \$10,000.
- Is this line of credit something we carry over year-to-year? No, there is a 13 month limit on a cash flow borrow, and we always pay it down to 0. We can't double up on it nor take a line for something we do not need.

Moved by VanDeKreeke seconded by Halron to approve the *Resolution Authorizing A One-Year Taxable Tax and Revenue Anticipation Revolving Line of Credit For Cash Flow Purposes In An Amount Not To Exceed \$6,000,000* as presented. Aye 5, Nay 0. Motion carried 5:0.

2. **Special Education Van Purchase:** Lampereur explained that the 2003 Grey Chevy special education van is in need of replacing. It has maintenance issues and a door that is not working. The purchase of the van will be funded through the IDEA Grant. The current van will be sold outright versus trading it in. Trade in value is \$1,000. Lampereur is recommending the board approve the purchase of a 2016 Ford Transit Van from Broadway Ford for a cost of \$31,409.50. She informed the board that a recommendation will come to the board in August for the replacement of the third van.

Moved by Williams seconded by Trondson to approve the Special Education Van Purchase as presented. Aye 5, Nay 0. Motion carried 5:0.

**K. Board & Superintendent Communications:**

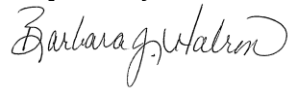
**L. Future Board Meetings & Topics:**

- The next board meeting is scheduled for **Monday, August 8, 2016**, at 6:30 pm in the District Office.

**M. Adjournment**

Moved by VanDeKreeke seconded by Halron to adjourn the meeting at 7:49 pm. Aye 5, Nay 0. Motion carried 5:0.

Respectfully submitted,



Barbara Halron