



**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, January 25, 2016**

**6:30 pm**

\* \* \* \* \*

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

**B. Roll call:**

Board Members Present: Williams, Laukka, VanLaanen, VanDeKreeke, Halron  
Board Members Excused: all members present  
School Choice Advisory Representative: James Andersen  
Others Present: Brian Hanes, Keith Lucius, Jill Kieslich, Tammy Lampereur, Brad Taylor, Dirk Ribbens, Nick Senger, Brian Nelsen, Maria Arena, Kurt Weyers, Kris Hucek, Brian Carter, Pete Marto, Bernie Rocheleau, Bridget Johnson

**C. Declaration of quorum:** Quorum present

**D. Pledge of allegiance:** The pledge was recited

**E. Adoption of Agenda:** Moved by VanLaanen seconded by VanDeKreeke 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. Board Service Recognition – John Van Dyck: Williams presented the District’s 1st School Choice Advisory Representative John Van Dyck with a bell recognizing and thanking him for his 2 years of service to the school board. Van Dyck thanked everyone for the opportunity to serve on the board over the last two years.
3. Bright Lights Presentation:
  - a. APPL Program –Maria introduced APPL Coordinator Bridget Johnson. Johnson is a former APPL parent and has been in the coordinator position for the past 2 years. She provided an update about the program and shared a promotional video of the Family Resource Center.
    - APPL is based out of Cormier but is physically located at Pioneer.
    - APPL is 22 years old and was started by a reading specialist in Ashwaubenon. It has serviced over 1000 families in Green Bay.
    - Currently working with 54 families and has a waiting list for those wanting to get into the program. As a result of the high demand for the program, an additional day of programming will be added to accommodate some of these families. Goal is to serve 55-70 families.
    - The program allows for 14-15 children per group and has a family atmosphere that involves mom, dad, children, grandparents, childcare providers (i.e. family includes anyone playing a role in the child’s life).
    - APPL is funded by community service fund, tuition from parents, applying for grants and fundraising.
    - Three components to preschool program

- PACT – 30 minutes of “parent and child together time”
- Preschool Class – 1½ hours of preschool
- Parent Educator Class – a 1½ hour parent discussion group, networking and sounding board.
- Previewed a portion of the APPL video. The video was produced by an APPL parent that owns a production company.
- Board inquired about when people can sign up. The sooner the better. We already have a number of people on a waiting list.
- Are day time classes more in demand then night time? Traditionally yes but evening classes have been growing quickly over the last year.
- What sizes are current classes? Classes are kept to no more than 15 children per class (3 adults to 15 children).
- b. Theater Course –Bernie Rocheleau, theater course instructor, spoke about the status of the district’s first theater class. The first class is just wrapping up. Students learned all aspects of theater from lighting, acting, to set building. Students select and produce a show throughout the second half of the class. Theater students John, Rowen and Breanna performed a few scenes from the student production of *Radium Girls*.

#### H. Consent Agenda:

Moved by VanDeKreeke seconded by Laukka to adopt the consent agenda items 1-6 as presented. Aye 5, Nay 0. Motion carried 5:0.

1. Minutes of the regular meeting held on Monday, December 14, 2015.
2. Minutes of the executive session meeting held on Monday, December 14, 2015.
3. The schedule of checks written 12/08/15 to 01/18/16.
4. Staffing - Professional
  - a. **Retirement request of Joan Gilbert** from her full time Grade 5 Instructor position at Valley View Elementary School, effective at the end of the 2015-2016 school year. Joan was approved by the Board of Education on 03/23/2015 for reduced Early Retirement Benefits as afforded to her by the Ashwaubenon School District, based upon her not meeting the years of service requirement. Joan is in her 16<sup>th</sup> year as an instructor with the District.
  - b. **Retirement request of Allison Baganz** from her full time Kindergarten Instructor position at Cormier School & Early Learning Center, effective at the end of the 2015-2016 school year. Allison will qualify for Early Retirement Benefits as afforded to her by the Ashwaubenon School District. Allison is in her 20<sup>th</sup> year as an instructor with the District.
  - c. **Retirement request of Carey Lheureux** from her full time Grade 5 Instructor position at Valley View Elementary School, effective at the end of the 2015-2016 school year. Carey will qualify for Early Retirement Benefits as afforded to her by the Ashwaubenon School District. Carey is in her 23<sup>rd</sup> year as an instructor with the District.
5. Staffing – Additional
  - a. **Resignation of Carie Lohman** from her Cashier & Food Service Assistant part time position at Pioneer Elementary School, effective January 8, 2016. Posting is currently underway to fill this vacancy.
  - b. **Hire of Mary Schroeder** to the Cashier & Food Service Assistant part time, .39 FTE position at Pioneer Elementary School, effective January 11, 2016. Mary was presently employed as a Noon Duty Supervisor at Parkview and a Breakfast Supervisor at Pioneer. Mary will be compensated \$13.10/hr as a Food Service Assistant and \$13.56/hr as a Cashier. This position was vacant due to the resignation of Carie Lohman.
  - c. **Hire of Maureen Nesvacil** to the Noon Duty Supervisor position at Cormier School & Early Learning Center effective 11/2/15. Maureen will be compensated \$10.35/hour. This position is vacant due to the resignation of Laura Rowell.
  - d. **New hire of Paula Matuszak** to the Noon Duty Supervisor position at Valley View Elementary School effective January 25, 2016. Paula will be compensated \$10.35/hour. A current supervisor at Valley View Elementary has requested to work two days a week rather than the regular five days due to her college schedule. Paula has been hired to work these three days.

6. Co-curricular contracts: 40 co-curriculars were approved

**I. Superintendent's Report**

- **StuderEducation Leadership Update:** Our first survey is complete and principals are in the process of rolling out their data. Following the rollout, a specific improvement goal will be created and surveys will be administered again in May. Next month we will have a board workshop which will involve an update on the Studer results as well as a discussion about the need to consider release time for staff development.
- **Recognition:**
  - Congrats to Jason Hill. He recently applied to be an AP Statistics reader and was accepted. This process will take place in Kansas City this summer.
  - Big thanks to Nick Senger for coordinating a community shoe drive....a lot of people are putting their best shoe/gently used shoes forward. We have **until March 4<sup>th</sup> to fill 100 bags**. Please help support this great cause. Currently over 1,000 shoes collected.
- **Building Project Update/Fundraising Progress:** Congrats to Ken and Lissa Marth and to all committee members for their ongoing work with the building project fundraising. Over \$800K has been raised which will help us enhance our projects. Our project continues to be on schedule...if anyone from the board would like to join me for a walk thru to see progress, let me know.
- **Taste of Ashwaubenon:** The annual Taste of Ashwaubenon is Wednesday, March 16 from 6-9:30pm at the Stadium View. Advanced tickets, discounted to \$25, can be purchased online at [www.jaguarbackers.com/taste.cfm](http://www.jaguarbackers.com/taste.cfm) or in person at Ashwaubenon High School. Tickets at the door are \$35.

**J. Action Items:**

1. **Open Enrollment Policy 5113 – second read:** Hanes presented policy 5113 for a second read. No new changes were recommended. Moved by VanLaanen seconded by Halron to approve the Open Enrollment Policy 5113 as presented. Aye 5, Nay 0. Motion carried 5:0.
2. **Open Enrollment Open Seats:** Lucius presented the open enrollment open seats for new open enrollment students.

| <u>Building</u>    | <u>Grade</u> | <u>Max. enroll</u> | <u>actual enroll</u> | <u>open seats</u> |
|--------------------|--------------|--------------------|----------------------|-------------------|
| Cormier            | 4k           | 200                | 120                  | <b>80</b>         |
| Cormier            | kdg          | 200                | 160                  | <b>40</b>         |
| Pioneer            | kdg          | 40                 | 40                   | <b>0</b>          |
| Pioneer            | 1            | 80                 | 79                   | <b>1</b>          |
| Pioneer            | 2            | 105                | 93                   | <b>12</b>         |
| Pioneer            | 3            | 92                 | 90                   | <b>2</b>          |
| Pioneer            | 4            | 100                | 97                   | <b>3</b>          |
| Pioneer            | 5            | 75                 | 74                   | <b>1</b>          |
| Valley View        | 1            | 120                | 119                  | <b>1</b>          |
| Valley View        | 2            | 147                | 147                  | <b>6</b>          |
| Valley View        | 3            | 138                | 133                  | <b>5</b>          |
| Valley View        | 4            | 175                | 153                  | <b>22</b>         |
| Valley View        | 5            | 125                | 120                  | <b>5</b>          |
| Parkview           | 6-8          | 765                | 673                  | <b>92</b>         |
| <u>High School</u> | <u>9-12</u>  | <u>1,075</u>       | <u>1,023</u>         | <u><b>52</b></u>  |
| Total              |              | 3,437              | 3,121                | <b>316</b>        |

Discussion:

- Open Enrollment provides additional revenue for the district. Revenue does not impact our property tax levy.
- How many open enrollment out students do we currently have? 96 students
- Will we ever get to a point when we say enough is enough with the number of open enrollment students we accept? Not as long as our resident enrollment continues to drop.

- Looking at the numbers, it appears that we are only able to take 5K students because we hold two classes at Pioneer. We would be able to add more classes in the Cormier building if needed but would prefer to keep class sizes within range.
- We need to replace the graduating seniors (89) currently open enrolled with the same amount of new open enrollment students.

Moved by VanDeKreeke seconded by VanLaanen to approve the Open Enrollment Open Seats as presented. Aye 5, Nay 0. Motion carried 5:0.

3. **Open Enrollment Open Seats – Special Education:** Tammy Lampereur presented two options for special education open enrollment open seats in the district. Option 1 would allow no open seats in special education. Option 2 with an additional .5 FTE in speech would allow 4 open seats in speech at Cormier. The current speech numbers in the building are high this year. With the addition of a .5 position, the workload would be more balanced.

Discussion

- We currently have a lot of speech needs. Adding an extra aide next year would help with overall balancing of workload.
- How would the additional FTE be paid for? The increase in open enrollment special education revenue would help pay for the cost of the aide. The money would come from the flow through budget.
- This can be a slippery slope. It can appear to be about the profit of increasing staff to accommodate additional open enrollment students. We are not a rich district, and this is not a profit making idea. It would help in justifying hiring a person we need. There has been an increase countywide in students with special education needs. The new person would have a caseload of 20-25 students.
- What happens if we approve the space for 4 speech students at Cormier but not the aide? There is a concern that tying the two together will create a slippery slope.
- When do we begin to look at staffing needs for next year? We are currently working on staffing for 2016-17.
- As these students move forward, we need to think of future test scores and the impact on the district's overall scores. Typically lower test scores are not seen in children receiving speech at younger grade levels. It would be more of an issue in situations involving cognitive delay.
- Can we wait until later in the year to determine if additional FTE is needed? If we start searching now, we have a better chance of getting a better quality person. If we wait and hire later, we would have to deny students based on no space only to approve them a week later. This causes a dissatisfaction with families that are initially denied then approved.
- Can we approve them separately so they are not tied together? Yes

| Special Education Open Enrollment Projections-Option 2  |                |               |                    |
|---|----------------|---------------|--------------------|
| *Information compiled using the DPI statewide caseload formula. *Students are weighted based on environmental codes and severity of need which gives the <u>student factor number</u> . The student factor number & FTE ratio are not equal to the actual number of students on a teacher's caseload. A full caseload factor number for grades 1-12 special education teachers is equal to 26 and 40 for speech. The district has set a minimum of 18 as a caseload factor for special education teachers grades 1-12, a caseload factor of 12 for PK-K special education teachers, a minimum caseload factor of 30 for grades 1-12 speech and a minimum caseload factor of 25 for PK-K speech. This allows for room for students who move into the district or qualify for services during the year. |                |               |                    |
| Cormier   | student factor | FTE ratio     | projected openings |
| speech  | 40             | 1.8 FTE: 22.2 | 4                  |
| service level 1-3   | 27             | 2 FTE: 13.5   | 0                  |
| This is based on adding a .3 speech position. We would have 4 open speech seats during the 2016-2017 school year. Projections   |                |               |                    |

| <p>For Cormier service levels 1-3 are above the student minimum factor. Many new referrals, especially speech referrals, happen at this level throughout the year. Caseloads are left smaller to account for kids who qualify for services during the year. There are currently 13 special education referrals pending at this time. Staff also service students in the natural environment and in the private school setting, when appropriate, which requires extra time for each teacher. Due to this, we will only accept 4 Kindergarten speech students and no service level 1-3 students.</p> |                |               |                    |
|---|----------------|---------------|--------------------|
| Pioneer   | student factor | FTE ratio     | projected openings |
| speech  | 36.5           | 1.0 FTE: 36.5 | 0                  |
| service levels 1-2  | 35.8           | 2 FTE: 17.9   | 0                  |
| <p>Projection based on adding a .2 speech at Pioneer, projections still show Pioneer is over the minimum student factor of 30 in speech for the 2016-2017 school year. No speech seats are open. Service levels 1 and 2 are at the minimum if rounded up. Pioneer will have no open seats for the upcoming year.</p>  |                |               |                    |
| Valley View   | student factor | FTE ratio     | projected openings |
| speech  | 81.6           | 2 FTE: 40.8   | 0                  |
| service levels 1  | 76.7           | 4 FTE: 19.2   | 0                  |
| service levels 2/3  | 22             | 1 FTE: 22.0   | 0                  |
| <p>Projections show Valley View is over the minimum student factor of 30 in speech for the 2016-2017 school year. Projections also indicate the student factor for service levels 1-3 is over the minimum student factor of 18. No seats will be open for 2016-2017.</p>  |                |               |                    |
| Parkview  | student factor | FTE ratio     | projected openings |
| speech  | 31.9           | .5 FTE: 31.9  | 0                  |
| service level 1   | 80.9           | 4 FTE: 20.2   | 0                  |
| service levels 2/3  | 54.1           | 3 FTE: 27.0   | 0                  |
| <p>Projections indicate that speech is above capacity and that service levels 1-3 are above the minimum student ratio. There will not be any open seats during the 2016-2017 school year.</p>   |                |               |                    |
| AHS   | student factor | FTE ratio     | projected openings |
| speech  | 21.9           | .5 FTE: 21.9  | 0                  |
| service level 1   | 107.9          | 5 FTE: 21.6   | 0                  |
| service levels 2/3  | 42.9           | 2 FTE: 21.5   | 0                  |
| <p>Projections indicate we are above the minimum student factor number in speech and level 1-3 services. No open seats are available.</p>   |                |               |                    |
| ACP   | student factor | FTE ratio     | projected openings |
| service level 3   | 25.5           | 1 FTE: 25.5   | 0                  |
| <p>Projections indicate we are above capacity. Due to the severity of the needs of students in this program we will not have any open enrollment seats available due to capacity limits. There is a need to leave a spot for a district student who may need this placement option.</p>   |                |               |                    |

Moved by VanLaanen seconded by Halron to approve open enrollment special education open seats for 4 speech students at Cormier. Aye 5, Nay 0. Motion carried 5:0.

Moved by VanLaanen seconded by VanDeKreeke to approve the addition of a 0.5 speech position for 2016-17 school year. Aye 5, Nay 0. Motion carried 5:0.

4. **Van Purchase:** Tammy Lampereur recommended the board approve the purchase of a special education van to replace the 2001 blue Chevy van. The total purchase price for the 2016 Ford Transit Van is \$29,769.50.

**Discussion:**

- It is an 8 passenger van. The side doors open wider to allow easier access into the back seats.
- Did we consider buying a used van? Yes, but a number of dealers will not sell to the district because of the liability incurred when the van is used to transport children. Also, because of the type and size of van we needed, we had very limited options.

Moved by Laukka seconded by VanDeKreeke to approve the purchasing of a special education van for \$29,769.50 as presented. Aye 5, Nay 0. Motion carried 5:0.

5. **Community Partnerships / funding:** Brian Hanes explained that the district has been approached by Montoure/Hanson/Teske Orthodontics and Coldwell Bankers about forming a partnership with the district. In exchange for distribution of business info/advertising, these business would give a monetary donation back to the district.

Discussion:

- Administration is seeking board direction on forming partnerships now and in the future.
- This is a key revenue opportunity for the district.
- How do we go about ensuring we are not showing favoritism? We currently work with similar companies that donate their services/time.
- How would we advertise without looking like a walking billboard or being the primary source for a company's advertising (i.e. take home folders, single website, school bulletin board)? Take home folders are not an option.
- What are other districts doing with their partnership requests? It was not uncommon a few years back to partner with a specific soft drink company. Currently schools will form a partnership if it is healthy and shows support to the schools.
- Some community members have brought forward their displeasure of seeing the name of a bank on a field house that was paid for with tax payer money. Don't want to get in the habit of changing things just for money. There was support for the idea of listing partnerships on a webpage.
- Consider directing the companies requesting partnership to ideas like Targets Red Card. If you use their services, a percentage of your costs will be given to a school of your choice.
- Would be ok with recognizing company sponsors with board approval of what they are asking for and how they would go about marketing their requests. We need to understand the conditions and if the company is a school approved type business. Need to come up with guidelines and how the company will be recognized.
- We need to think about what the district and our parents will be exposed to if we partner with companies (i.e. what do we get from the partnership).
- Some feel that forming these type of partnerships can be a slippery slope. They can create a lot of work managing them and often times we would not be able to encompass everything.
- We really need to think about what we are willing to do and what controls we need in place to have these types of partnerships. Paying for an ad in a program or making a one-time donation is very different than paying per patient/home.

This topic was tabled until administration can collect some more information.

6. **WIAA Sportsmanship Letter:** Mark Williams suggested the board development a statement regarding their stand on the WIAA sportsmanship letter. He stated that Ashwaubenon students have received national recognition for the stand they took at a recent basketball game.

Discussion:

- Senger is on the WIAA Sportsmanship Committee. He stated that the recent media attention surrounding WIAA regulations has a number of key pieces of information missing. These regulations are not new; they have been in place since 2005. The letter that was sent out in December was just a reminder of good sportsmanship in the fall sports that were wrapping up and the winter sports coming in the future. Ashwaubenon students saw that backlash experienced at another school district and decided to voice their displeasure with duct tape over their mouths and wearing black. As a district, we address sportsmanship with both parents and students at the beginning of the school year and at the start of each sport season. The rules never changed nor has the positive behaviors demonstrated by our students.
- Williams stated the purpose of the suggested statement is to show support to our students and schools for expressing and taking a stand in what they believe in. Williams stated that our students and community do a great job in demonstrating their sportsmanship.
- Hanes recommended that if the statement is approved by the board, it should be kept locally versus taking it to WIAA. If we took it to WIAA, it could end up doing us more harm. He stated that

students did a respectful job of expressing themselves. At the same time we recognize them for their respectful behaviors, we need to respect Nick and his position on the sportsmanship committee.

- The board asked if we should address WIAA about obtaining local control of sportsmanship issues. Senger stated that they do defer to the high schools and member schools to control their students as they see fit. There are no WIAA mandates.
- The board discussed the NPR article about a student from another district that was suspended from games due to tweeting her displeasure with WIAA regulations. Senger stated her game suspension was handed down by local control not WIAA.
- The board was surprised that the WIAA guidelines have been in place for 10 years. Some members felt that nothing good can come from challenging that entity with this statement.
- Laukka provided another statement to consider that was a little stronger than the original one. She stated that if one were needed, the second version may be more appropriate.
- Some members felt that if the board were to make a statement this topic could be blown up even stronger than it currently is. Is there any value in this? Sometimes we make a bigger statement by saying nothing at all.
- VanDeKreeke, Halron, VanLaanen and Laukka stated they were in favor of not sending out a statement.
- Williams stated he was ok with not sending a statement.

Hanes thanked the three administrators at the high school for the work that went into their week when this topic hit the media.

#### **K. Discussion Items:**

1. **WASB Convention Report:** Brian Hanes, Mark Williams and Jay VanLaanen attended the 2016 State WASB Convention. They each provided an update about the convention.
  - Williams participated in the delegate assembly to discuss and approve new resolutions. He stated it as a great learning experience to see how a resolution moves through the process. The hottest topic was a resolution to support prevailing wage for referendum projects. This resolution failed.
  - Williams also attended the presentation by StuderGroup. He learned how the entire goal setting process works for school districts. He also had the opportunity to connect with school board members from districts that are currently using StuderGroup.
  - VanLaanen stated this was his first time attending the convention in 8 years. He attended sessions regarding having and carrying a positive attitude; School Perceptions; and Alumni Associations. He stated there is an increase in districts forming alumni associations.
  - Hanes attended sessions on mentoring new superintendents (currently there are 50 new superintendents in the state) and School Perceptions (recognizing the importance to school and village relationships). He learned that there are a number of school districts going to referendum for capital projects and revenue caps. Hanes stated that Wisconsin is one of the top ten states with little money going to public education. He felt we are starting to turn a corner in this area.

#### **L. Board & Superintendent Communications:**

- The 2016 Ashwaubenon Blast (community celebration) is scheduled for August 13, 2016.
- During the 2016 High school graduation, the Alumni Association is organizing a group of alumni to walk with each graduate. They are hoping to have 50 years of graduates participating. Williams encouraged all alumni on the board to walk with the 2016 graduates. Any costs associated with this event will be split between AHS and the Alumni Association.

#### **M. Future Board Meetings & Topics:**

- A board workshop is scheduled for **Monday, February 22, 2016, at 5:30 pm** in the District Office.
  - Topics: survey results, goal update, and need for professional development time (late start or early release options)
- The next board meeting is scheduled for **Monday, February 22, 2016, 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 consideration of employment, promotion, compensation or performance evaluation data of any public employee over which the body has jurisdiction or exercises responsibility.

Moved by VanLaanen seconded by VanDeKreeke to adjourn to the executive session at 8:51 pm. Aye 5, Nay 0. Motion carried 5:0.

**O. Adjournment**

Moved by VanDeKreeke seconded by Halron to adjourn the meeting at 9:55 pm. Aye 5, Nay 0. Motion carried 5:0.

Respectfully submitted,



Jay VanLaanen, Clerk