



**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, February 22, 2016**

**6:30 pm**

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**A. Call to order:** President Williams called the meeting to order at 6:37 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, Maria Arena, Brian Nelsen, Andy Bake, Kurt Weyers, Brian Carter, Kris Hucek, Pete Marto, Jamie Averbeck, Scott Truskowski, Andrea Reichenberger, Tom Schmitt, Tammi Dernbach, Stacie Schabow, Chris Cherney, Wendy Hnilicka, Deb Patterson, Dean DeBroux, Mark Smith

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

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

**E. Adoption of Agenda:** Moved by VanLaanen seconded by Laukka 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) (f) an executive session will be held at the end of the meeting for the consideration of financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations.

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. Bright Lights Presentation
  - a. ACEP – Tammi Dernbach – Tammy Lampereur introduced Tammi Dernbach. Ms. Dernbach explained the ACEP employment transition program for students with disabilities.
    - There is a push in the state to help students become more independent and have purpose.
    - Career Education (ACEP I) – taken in junior year.
    - On The Job Training (ACEP II) – gets students placed in a field of interest that will help them transition from school to a career.
    - ACEP III – support employment for students with significant disabilities. Helps them to acquire skills that allows them to work independently on the job. The program helps them to establish a relationship with DVR.
    - Reviewed the list of places students are currently employed.

- Williams asked Dernbach to contact him for a list of other businesses he is aware of that would provide opportunities to students.
- The board asked what a typical school day looks like. ACEP I student: 12:30 – 2:15 at employer; ACEP II students: 11:00 – end of day at employer
- ACEP I and II student drive themselves or take the city bus.
- ACEP III student transported by district to their employer

#### H. Consent Agenda:

Moved by VanDeKreeke seconded by VanLaanen to adopt 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, January 25, 2016.
2. Minutes of the executive session meeting held on Monday, January 25, 2016.
3. The schedule of checks written 01/19/16 to 02/17/16.
4. Staffing:
  - a. **Retirement request of Debra Hocking** from her full time Head Cook position at Valley View Elementary School, effective at the end of the 2015-2016 school year. Debbie will qualify for Early Retirement Benefits as afforded to her by the Ashwaubenon School District and the Support Staff Employee Handbook. Debbie is in her 23<sup>rd</sup> year with the District.
  - b. **New hire of Jason Hyde** to the part time, .50 FTE Night Custodian position at the High School, effective January 26, 2016. Jason will be compensated \$17.81/hour. This position is vacant due to the transfer of Javier Martinez to the full time Custodian vacancy created by the resignation of Jacob Hintz.
5. Co-curricular contracts: 4 co-curriculars were presented for approval
  - The board inquired if there is a length of time co-curricular groups/clubs are required to meet. Ribbens stated that it depends on the activity. Some groups/activities are seasonal/short term others run the full length of the school year.

#### I. Superintendent's Report

- **Building Project Update/Fundraising Progress:** Fundraising is approaching the \$900,000 mark in funds raised to far. The auditorium seating area has been poured, the cavity of the pool is being dug and the locker rooms are enclosed.
- **Recognition**
  - **PV Mathletes:** 3 of Parkview's mathletes scored in the top 10 out of 119 mathletes from around Northeast Wisconsin. Congratulations to Brady Wittig, Logan Chart, and Emma Fischer. These students will participate in the head-to-head countdown round of the Regional Math Counts competition.
  - **Taste of Ashwaubenon:** The annual Taste of Ashwaubenon is Wednesday, March 16, 2016, from 6-9:30pm at the Stadium View.
  - **Dance team:** Placed 4<sup>th</sup> at State D2 Poms
  - **Boys Swim team:** Captured 10 sectional championships at State. Overall, the boys took 7<sup>th</sup> place. Congratulations to Eric Van Dyck, Mark Teske, Max White, Daniel Jablonski and Joe Stone for placing in their individual events.
  - **Wrestling:** 4 AHS students qualified for sectional. Congratulations to Fernando Coronado for placing 2<sup>nd</sup> at 106 and qualifying for State and Danny Cole for placing 3<sup>rd</sup>.
  - **DI Regionals:** Good luck to our Destination Imagination teams during regionals.
  - **Shoe Drive:** Over 2,000 pairs of shoes have been collected. Thank you to Nick Senger, the Ashwaubenon community, Optimists, PCM, CD Smith, Altrussa of Green Bay, Dance team, football team, staff and students at AHS, and other schools for donating!!!!
  - **Golden Apple:** Congratulations to 66 teachers and one team for being nominated for a Golden Apple this year. Chris Skogg, Cassie Burns and Francine Cook were identified as teachers of distinction.
  - **Fuel Up to Play 60:** Congratulations to PV staff for being chosen to receive \$1,050 for the Fuel Up To Play initiative!

## J. Discussion Items:

1. **UAV Policy** - first read: Ribbens presented the UAV Policy for first read.
  - The board asked if the district is starting to get a lot of requests for UAV use at district events. Ribbens stated that there seems to be an increase in requests from professional photographers. This policy is an attempt to get ahead of what is becoming more and more requests. No other districts currently have a UAV policy. This policy is our way of staying ahead of this situation.
  - Are there regulations we need to be aware of being so close to the airport? Should this be run through Neola? Bower stated that the district has contact Neola and they currently do not have a policy regarding UAV use due to a lack of laws/regulations in place.
  - The board requested that other organizations like WASB be contacted for input.
  
2. **Reading Recovery Update** – District Literacy Team members Stacie Schabow, Wendy Hnilicka, Chris Cherney and Deb Patterson updated the board on the Reading Recovery initiative.
  - Reviewed the 2014-15 Reading Recovery Site Report.
  - Each team member works with 4 at risk students in a 20 week program focusing on reading and writing.
  - Reading Recovery involves one-on-one 30 minute interventions with 1<sup>st</sup> grade students. 30 minute lessons are individualized to the student.
  - Reviewed the training/professional development work required to become a Reading Recovery teacher. This role involves coaching, intervention and staff development.
  - Provided examples of student work before and after going through the program.
  - All students in the program make progress and a majority of students reach grade-level standards in 12-20 weeks.
  - This program came out of a literacy audit conducted a few years ago.
  - We want 100% of our kids at grade level. In order to do this, we need to maintain and expand the level of staff that we currently have. The next step in the process is providing coaching and staff development for our teachers.
  - Shared a video on the impact Reading Recovery has on students, families, and staff.

### Discussion

- Based on comments made throughout the presentation, the board questioned if the program was going to continue in the district. Kieslich stated that the program will continue.
- Is there a summer school component to the program? At this point there is not but one could possibly be offered in the future.
- The board confirmed that the teachers each worked with only 4 students. They each work with 4 students but that is only half of their job, they also do coaching, student intervention, and small group work.
- Do you feel we are reaching all the students in the district that need help? The team works with the teachers to determine who would benefit from the program the most.
- Are we serving the most needy 16 students district wide or are there students in the opposite building that are needier and don't receive the services? It is felt that we are reaching those that need it most throughout the district. This year's first grade is high academically compared to prior years and we have the ability to share our team between the buildings.
- It is offered at all grade levels or just 1<sup>st</sup> grade? It is specifically designed for 1<sup>st</sup> grade students. We have some special education teachers using it outside the first grade block with much success.
- What happens if a student moves into the district in 2<sup>nd</sup> grade that needs help?
- Is four students the best number to serve at a time? Four is the max number due to the intensity of the program.
- The board asked for feedback from the team about how adding staff development days would impact student learning.
  - With ongoing staff development we have the opportunity to take in new information, learn it and apply it. Staff focuses their full attention on learning during this day, collaborating with

others and implementing what we learned in our classrooms. There is not time during the day to constantly be learning new things and apply what we learned. Having the full day to focus on staff development allows us to plan, put into action and bring back our ideas a month later (not 3 month later).

- Staff development helps every one of us to grow and understand the initiatives we need to put into place throughout the district. It allows us to implement what we learned into our planning and course preparation ultimately benefiting students through instruction.

#### K. Action Items:

1. **Facilities Improvement Plan/Budget:** Schmitt stated that every year the board reviews the 10 year facility improvement plan. The plan is being presented for review and approval. At this time the board is not being asked to commit to a specific dollar amount. The information from the plan will be used by Lucius to create the budget. Schmitt presented the projects planned for the 2016-17 school year.

##### Discussion:

- Are we upgrading LED lights because of a need? Yes the lamps and ballasts are fading and need of replacement.
- Are the LED light upgrades in the parking lots going to be strong enough to actually recognize/identity activity/people? Yes they will because we can increase the light levels and still use less wattage.
- Do we have to give a portion of the money saved from the upgrade to LED light to Cenergistic? No the district fulfilled its 5 year commitment with Cenergistic and does not need to pay them anything. According to Focus on Energy, the district will see a 60% cost savings in this upgrade.
- With the fundraising taking place on the referendum project, is this the right time to include the pool/auditorium purchases listed under the high school for 2016-17? Yes the district has already committed to purchasing these items. Should these items be brought to the fundraising committee? The district, village and committee are reviewing all these items.
- When would the resurfacing of the Cormier Parking lot begin? Half of the cost will be from the 2015-16 budget and half will be from 2016-17 budget. The cost of the project is higher then originally thought.
- Concern that the Cormier project has been put on hold a couple years in a row. This project needs to be moved forward. We are finding ways to do it in steps by resurfacing it first, creating a drive up lane and eventually creating a separate bus drop off area.
- Once the new pool opens, what is the plan for the current pool vessel and locker rooms? The district is working with Brander to create a plan. We are expecting plans within the next few weeks.
- What is the timeline for fill the vessel? The new pool should open in October at which time we will discontinue use of the current pool. The vessel will be filled as soon as possible for safety reasons. Once the plans are finalized, they will be presented to the board for approval with actual dollar amounts included.
- The goal from a safety standpoint is to fill and floor this space as quickly and cost effectively as possible.
- Are we pushing projects off to future years causing deferred maintenance situations? No we are not.
- Lucius spoke about Fund 46. He stated that he would like to make the first deposit this month to start the 5 year clock ticking. The money put in the fund can be used for future maintenance projects. He asked for board input about making the initial deposit now.
  - How much would the initial deposit be? The thought is to deposit \$5,000 to avoid fees and start earning money.
  - Can the money deposited be used for anything? No it needs to be used for facility and site related projects.
  - What is our financial outlook? Negative aide is climbing quickly so it is better to put money in this fund now.
  - Lucius stated that he would make the initial deposit since no board members opposes the request/idea.

- If new cafeteria tables are purchased at Cormier, what happens to the old tables? They are given to other schools or sold.

Moved by VanLaanen seconded by VanDeKreeke to approve the 10 year Facilities Improvement Plan as presented to be included in the budget. Aye 5, Nay 0. Motion carried 5:0

2. **Technology Plan/Budget:** Scott Truskowski and Jamie Averbek presented the 5-year technology budget plan.

Discussion:

- The budget does not add any new equipment for the next 5 years; all hardware changes will be updating/maintaining current equipment.
- Some budgeted infrastructure items are E-Rate Reimbursement eligible (AHS wireless access point replacements, AHS network switch replacement and PV UPS replacement). The E-Rate Reimbursement will provide the district a 50% savings (i.e. approx. \$50,000).
- They discussed the end of life deadline of October 2016 for the some Samsung Chromebooks. They are looking to replace about 802 of these Chromebooks.
- They presented suggested cuts from the 2016-17 budget if cuts were needed. They emphasized that these items would not be permanently cut from the budget but instead pushed to the next year's budget. They also reminded the board that moving the Chromebooks to the next year could affect our ability to use them for testing (could be outdated). Some testing programs will not run on older equipment. It would also result in less one-to-one opportunities.
- The board asked how much student fees cover. Not as much as you would think because of the amount of students currently qualifying for free or reduced lunch.
- Would we consider bring your own devices versus charging a fee to use the districts? Not at Parkview or lower grades because of the age and law issues involved with children using technology.
- The Leveno products are working well in the district. When choosing a product, the district has to be very mindful of their use in testing and the devices we need to accomplish this.
- Do the new devices being looked at have an end of life guarantee? Yes they do. They also have more ram.
- The district will have a transition from Outlook to Gmail over spring break. The driving force behind this switch is the amount of money the district will save. Google Apps for Education is free. The board will be trained on Gmail prior to the board meeting in March.

Moved by VanDeKreeke seconded by Laukka to approve the 5-year Technology Plan/Budget as presented to be included in the budget. Aye 5, Nay 0. Motion carried 5:0

**L. Board & Superintendent Communications:**

VanDeKreeke shared the positive comments he received from a school of choice family regarding their experience in the district.

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

- A board workshop is scheduled for **Monday, March 14, 2016, at 6:00 pm** to be trained on the new email system/board agenda format.
- The next board meeting is scheduled for **Monday, March 14, 2016, at 6:30 pm** in the District Office.
- Future topic request: A look at the library of the future.

**N. Adjournment to executive session:**

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Moved by VanLaanen seconded by Halron to adjourn to the executive session at 8:20 pm. Aye 5, Nay 0. Motion carried 5:0.

**O. Adjournment to open session:**

Moved by Halron seconded by VanDeKreeke to adjourn to open session. Aye 5, Nay 0. Motion carried 5:0.

**P. Action Items following executive session:**

1. **Early Retirement Requests:** The board discussed early retirement requests on two staff members and discussed extending the retirement request deadline to April 1<sup>st</sup>. Moved by VanLaanen seconded by VanDeKreeke to extend the deadline for teacher retirement requests until April 1, 2016. Aye 5, Nay 0. Motion carried 5:0.

**Q. Adjournment**

Moved by VanDeKreeke seconded by Halron to adjourn the meeting at 9:50 pm. Aye 5, Nay 0. Motion carried 5:0.

Respectfully submitted,



Jay VanLaanen, Clerk