



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 23, 2015

6:30 pm

A. Call to order:

President Williams called the meeting to order at 6:31 pm at the district office.

B. Roll call:

Board Members Present: Williams, Laukka, Halron, VanLaanen, VanDeKreeke
Board Members Excused: all present
School Choice Advisory Representative: John Van Dyck
Others Present: Brian Hanes, Keith Lucius, Tammy Lampereur, Jill Kieslich, Brad Taylor, Maria Arena, April Moran, Brian Nelsen, Dirk Ribbens, Kris Hucek, Brian Carter, Kurt Weyers, Pete Marto, Jamie Averbeck, Cassie Burns, Mary Jo Beining, Jackie Dunlop

C. Declaration of quorum:

Quorum Present

D. Pledge of allegiance:

The pledge was recited

E. Adoption of Agenda:

Moved by Laukka seconded by VanLaanen 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
2. Student Presentation: Maria Arena and April Moran provided a student narrated video about a day in the life of a kindergartener. The video was created in Adobe Voice. Moran stated that they often use of Adobe Voice as a form of communication with students and their families.

G. Consent Agenda:

Moved by VanLaanen seconded by Halron to adopt the consent agenda items 1-4 as presented. Aye 5, Nay 0. Motion carried 5:0.

Moved by Laukka seconded by VanDeKreeke to adopt consent agenda item 5 as presented. Aye 4, Nay 0, Abstain 1. Motion carried 4:0:1 (VanLaanen - abstained).

- 1. Minutes of the regular meeting held on Monday, January 26, 2015
2. Minutes of the expulsion hearing held on Monday, January 26, 2015
3. The schedule of checks 1/20/15 to 2/16/15
4. Staffing:

a. Administration/Teacher/Exempt:

Retirement request of Nancy Bassindale from her full time Language Arts Instructor position at Ashwaubenon High School effective at the end of the 2014-2015 school year. Nancy will be eligible for the Teacher Early Retirement Benefits as provided to her per the policy of the Ashwaubenon School District and special provision as afforded to her by the Board. Nancy has been with the District for 15 years.

b. Staffing - Other:

- Hire of Melissa Albers to the Noon Duty Supervisor position at Pioneer Elementary School effective 2/9/15. Melissa, who is currently a Breakfast Supervisor also at Pioneer, will be compensated \$10.35/hour. This position is vacant due to the resignation of Pat Mallien and will be shared by two supervisors.

- **Hire of Donna Beno** to the Noon Duty Supervisor position at Pioneer Elementary School effective 2/9/15. Donna, who is a support staff retiree with the District, will be compensated \$10.35/hour. This position is vacant due to the resignation of Pat Mallien and will be shared by two supervisors.
- **Resignation of Lori Krause** from her Noon Duty Supervisor position at Valley View Elementary School, effective February 6, 2015. Posting is underway to fill this vacancy.
- **New hire of Abby Jurczykowski** to the Noon Duty Supervisor position at Valley View Elementary School effective 2/9/15. Abby will be compensated \$10.35/hour. This position is vacant due to the resignation of Lori Krause and will be shared by two supervisors.
- **New hire of Karen Wodill** to the Noon Duty Supervisor position at Valley View Elementary School effective 2/12/15. Karen will be compensated \$10.35/hour. This position is vacant due to the resignation of Lori Krause and will be shared by two supervisors.
- **New hire of Javier Martinez** to the .50 FTE, Night Custodian position at the High School effective February 24, 2015. Javier will be placed at the entry level on the support staff salary schedule and will be compensated \$17.53/hour. This position is vacant due to the retirement of Jerry Tochtermann and a restructuring of the position.
- **New hire of Stanley Smith** to the full time Educational Associate – Special Education Aide position at Parkview Middle School effective March 9, 2015. Stanley will be compensated \$15.19/hour. This position is vacant due to the resignation of Kris Hoffman.

5. Co-curricular Contracts: 30 co-curricular contracts were approved

H. Superintendent's Report

1. Staff Recognition

- 2015 Teachers of Distinction: Brenda Conradt, Ashley Gonwa, Meegan Kaster, Brenda Ourada, Christen Steele, 4th grade team (Andrea Ciha, Kirsten Marto, Barry Severson, Kristin Turnbull, Beth Wich, Michelle Yurek), Lindsey Hilgemann, and Kerry Janquart.
- Jen Agamaite's nomination was accepted by CESA 7 and she has moved on in the state Kohl Fellowship Award process.
- Lindsey Hilgeman, Jen Agamaite, and Heather White were presenters at WI State Reading Association (WSRA) conference.
- Thank you to the following people for their leadership during the recent staff inservice: Andy Bake, Tammy Lampereur, Sheryl Stathas, Heather White, Jamie Averbeck, Jill Kieslich, Theresa Charapata, Erica Becker, Abby Van Alstine, Connie Kindler, Dave Herzog, Mike Ceman, Eric Mommaerts, Lindsey Hilgemann, Dan Albrent, Lisa Stomberg, Cassie Burns, Deb Herzog, and Dave Stroud.
- Thank You to the Pioneer Parents/Staff/Mr. Marto for a very successful Carnival. There were hundreds of people in attendance!
- Mark Williams was appointed to Einstein Board

Student Recognition

- National Merit Scholarship program finalist: Sam Wisneski.
- Wrestling sectionals qualifiers: Zac Benton, Vic Perez, Sean Summers, Andres Perez, Kaiden Conrad, Mason Klapper, and Tyler McVane.
- Wrestling State qualifiers: Sean Summers, Vic Perez and Zac Benton.
- Optimist Essay Contest winners: Emmaline Teska, Lexie Moran & Evan Quarters.
- State Math counts competition finalists: Ryan Wichman, Simran Armstrong and Tim Blohowiak
- Ashwaubenon Nordic MS Ski Team: Danny Hutala, Alex Lukens, Will Shellman and Kait Behm.
- Delta Kappa Gamma Writing & Illustrating competition: Michy Blume, Reece Maccaux, Emma Fischer, Lindsey Austin, Brady Wittig and Kenleigh Krause
- Boys Swim Team for overall 5th place win at State competition: Aaron Stange, Alex VanDyck, Eric VanDyke, Max White and James Steinhoff.
- All American Dance Competition: Linda Zhang (2015 Champion) and Andrea Walker (placed in the top 5).
- Regional Cheer qualifiers: Madi Beno, Sydney Fritsch, Nicole DeGrave and Melissa Opperman.
- DECA: 13 kids to will be competing at State.
- DI: hosting regional action at the high school.

- Boys Basketball: earned a 2 seed

I. Discussion Items:

1. **Policy Updates -first read:** Hanes presented policies 2221, 2421, 2700, 3217, 4217, 7217, 3220, 4340, 5451.02, 5516, 7440, 7540.03 and 9210 for first read. The board discussed the conceal and carry language in policies 3217, 4217 and 7217. They agreed with the pre-selected choices on page one of all three policies. The policies will be brought back to the board for a second read and approval in March.

2. **World Language Audit:** Kieslich and Ribbens discussed the recent World Language (WL) audit.

Audit Timeline:

- Parents, staff, alumni and students were surveyed
- Randomly selected students in grades 5, 9, 10, 11 and 12 participated in an online assessment.
- Auditors conducted site visits
- Audit was reviewed
- Board was presented with results
- Items auditors review: Survey results, interviews, met with alumni, administration, board, audit team, staff and students, curriculum materials and classroom practice

Key questions presented to the auditors:

- **Question 1:** How well are curriculum, assessment, and instruction aligned with the district's vision for the WL program?
 - **Audit Comments/Recommendations:**
 - ASD has positioned itself well and continues to support language learning as an important element of its basic education.
 - The program is poised to meet district's mission of developing "contributing world citizens".
 - Review and revise curriculum using the newly released 2015 WL standards.
 - Support instructional practice.
 - Modify assessments.
 - Lesson/unit design – theme based.
- **Question 2:** Is the program developing appropriate levels of performance in students?
 - **Audit Comments/Recommendations:**
 - Assessments show students in the program long term are on track for intermediate to advanced proficiency.
 - Increase focus of Three Modes of Communication interpersonal, interpretive, presentational.
 - Increase opportunities for students to speak the language – 90% in target language.
 - Strengthen curriculum to focus on language and culture.
- **Question 3:** How does the program at the elementary school, middle school, and senior high level maximize language learning for students?
 - **Audit Comments/Recommendations:**
 - Elementary program – grades 1 and 5 Spanish
 - Middle School
 - Required grade 6 – language choice
 - Grade 7 and 8 – optional WL (committee discussed at length, regarding information collected from stakeholders)
 - High School – provide language choice and consider a third language

Discussion:

- Board felt the recommendations and audit feedback was easy to follow. However there are mixed feelings about adding a third language. In theory it is a good idea but, what would have to be taken away or impacted to accomplish this? Kieslich explained that the district is looking into online opportunities. This would be an option for those students that have mastered a language. Summer school programs could be augmented to help free up student schedules. Kieslich added that there is a specific group of people that the online schooling will work best.
- Lasee stated that they could start with an online school to evaluate student overall interest in a third language. This would also show if the district would be able to sustain a third WL offering.

- VanDeKreeke stated that Mr. Sandrock did have some suggested WL options that would be needed in the future (i.e. Portegese).
- Ribbens stated that the specific language we choose is not as important as providing an enrichment experience.
- The board asked how many sections of German and Spanish we have at the elementary level (1-German and the rest Spanish).
- Kieslich stated that if students are given the choice to opt out in 7th and 8th grade, this could result in the student being placed in level one classes in high school. The district needs to communicate this with parents and emphasize the importance of world language.
- Hanes stated that all nine WL teachers will begin to meet on a regular basis.
- The board asked if the district will be moving in the direction recommended by the auditors. Kieslich stated that the district is basically already there with just a few areas to work on. She stated that the committee was not surprise at what came out of the audit. We knew as a group there were a number of areas needing to be addressed and the audit team confirmed this. The biggest change will come in staff development. Program changes are minimal.
- Lasee spoke about the GAP program and German language in the schools. Kieslich stated the district needs to better communicate with parents about options at the middle school level.
- There was a feeling by some that the audit felt more like a review because the auditors were so pro world language.
- By allowing for alumni feedback, it gives a better idea if the program is truly beneficial.

3. **Facilities Project Update:** Williams explained that the bids for the auditorium and swimming pool came in significantly higher than expected. As a result, the project is being reviewed and every item involved is on the line. If we take out everything that was last presented, we will still be over budget. Once the project is reworked, it will be put out for rebid.

Discussion:

- Some members of the board expressed their disappointment in being over 25%. They questioned why the architects were so far off on their estimates.
- It was stated that we need to be very careful as a school district that we are not assuming the cost of less quality products that are not energy efficient. This will have financial impact on us down the line.
- Williams stated that as a Village Board member, the village will not build something that is over budget. He stated he agrees with the disappointment and that Bray has taken full ownership for this.
- The board inquired about why similar projects in the area that went to referendum at the same time have already broken ground and our projects just went out for bid? Lucius stated that many of these are remodels. He stated that our projects involve two groups trying to work collaboratively versus one school district.
- Williams stated that the facilities will be nice. We will not get everything we want and may have to use our own money to purchase some items.
- Members of the board expressed their appreciation to the people putting in the work to get these projects done.

J. Action Items:

1. **Safe Routes to School:** Brad Taylor, Peter Flucke and Kurt Weyers presented the final update on the Safe Routes to School Program. Taylor provided a recap on the grant and construction process. Flucke provided an overview of the program including the education, enforcement, encouragement and evaluation process. Through the grant, the SRTS was able to purchase crossing guard parkas, paddle signs, street signs, bike racks, and pace car window clings. Weyers spoke about the increase in the number of children walking or biking to school since the installation of the paths around Valley View. Taylor thanked all the staff and organizations involved in the school district and village. Weyers thanked Peter and Tracy Flucke and Brad Taylor for the work they did on this campaign.

Fluke reviewed the recommendations he had to continue to move the program forward:

- Continue to make the general community aware of walkers, bikers, etc.

- Continue to provide education and maintain the website (i.e. maintain the things we have put in place through the program).
- Educate yourself with the Village's bike and ped plan.
- Use the Bike and Ped Advisory Committee as you move forward. Strive to improve the exchange of information between the district and committee. Have a teacher or PTO member on the committee.
- Peter and Tracy will be taking a fall bike trip. They would be interested in using this trip to interact with students as part of the curriculum.
- Through the parent survey results, there was a concern expressed about the amount of traffic on current bike and walking routes. Parents inquired about the speed of traffic, shape of existing paths/sidewalks and if crossing guards were appropriately placed in the right locations.

No action was needed on this item.

2. **Stock EPI Policy:** Tammy Lampereur and Mary Jo Beining presented the Stock EPI policy for approval. Beining explained that due to an increase in allergies in children, there is a statewide push for schools to stock Epinephrine. The state is now allowing schools to have a stock of epinephrine to be used for anaphylaxis reactions. This type of reaction can be fatal if allowed to progress.

Beining explained that selected staff members would be trained on signs/symptoms of anaphylaxis reactions. They will learn how to administer the epi pen. All training will be conducted by Mary Jo. There would be no cost to stocking the epi pens. The pharmaceutical company that makes Epi Pen has stated they will provide a stock of this medication at no cost.

Discussion:

- If a child has a prescription for an epi pen, do they have it with them or is it in the office. Both scenarios are possible.
- How do we know if the child is able to have the shot? It is in their current plan. However, many kids are undetected or do not have their epi pen.
- What happens if the medication is wrongly dosed? It provides an adrenaline rush but it is not fatal.
- Is there an expiration date on the pen? Yes most pens have a shelf life of one year.
- How many times have we had to administer this in our schools? So far we have not had to administer this medication.
- It was requested that the language being presented in the policy be changed from “**will** have stock” to “**may** have stock”.
- Who will be responsible for monitoring the expiration dates? Beining will monitor these dates.
- Requested that the policy be more specific about who is developing the guidelines.

Moved by Laukka, seconded by VanDeKreeke to waive the first read and approve the Stock EPI Policy with recommended changes as presented. Aye 5, Nay 0. Motion carried 5:0

3. **Custodial Certification:** Keith Lucius stated that as a district we are trying to build and grow the skills of our custodial staff. WASBO offers a certified facility manager program. At this point, Tom is the only person in the district to complete this program. Tom and the district are encouraging our custodial staff to obtain this additional education. The additional education will help to cut expenses through training and certification, and it will build a network with other districts for troubleshooting facility and maintenance issues. The District is seeking board approval to provide a \$1.00 an hour increase for any custodial staff that maintains the WASBO facility manager certification.

Discussion

- Will the district compensate them for the 32 hours of course work? They would attend the conference during the day (work hours).
- The board was in favor of this certification and felt it would help when planning for the future.

Moved by VanDeKreeke, seconded by Laukka to approve the Custodial Certification as presented. Aye 5, Nay 0. Motion carried 5:0

4. **Insurance Plan Changes:** Lucius presented two proposed insurance plan changes to the board. Both changes were presented to the board earlier. At that time, the board chose to postpone any decision until a later date. These proposed changes will help to reduce the amount of budget cuts needed and the incurring penalties under the Affordable Care Act's Cadillac Tax. Lucius explained that the 1/1/2016 proposed change will save approximately \$71,000 and the 1/1/2017 change will save approximately \$200,000. Lucius stated that these changes will help control insurance costs, help avoid the Cadillac Tax and build smart educated consumers. Lucius added that he does not anticipate an increase in health insurance. Lucius recommends the board approve both changes so that employees can be educated and plan well enough in advance for the changes that will take effect on 1-1-16 and 1-1-17.

Discussion:

- How does the implementation of the wellness program impact medication use? The nurse that will be coaching staff can provide resources to help employees with health issues and prescription use.
- Concern that it may be better to increase health insurance premiums versus deductibles so employees can use flex plan. Lucius stated the district needs to offer a cost affordable plan or we could be fined through the Affordable Care Act. As a district we are trying to get costs down versus shifting the costs to the premium.
- We need to take small steps now to avoid the 2018 Cadillac Tax.
- Lucius states we need to take small steps annually that people can adjust to over time.
- Is the \$71,000 savings immediate? If the board approves the 1-1-2016 change, the first year will be a \$35,000 savings following by the balance of the \$71,000. If the board approves the 1-1-2017 change, the savings will be about \$200,000.
- Dean DeBroux reminded the board that the money is not being taken from one pocket and put into another. It is coming directly out of the employee's pocket. It is being taken from people who are still feeling the impact of the previous changes. He encouraged the board to take as little as possible from employees. As a group, the employees have not seen the full results financially of the increase in the co-pay. If you make changes that are good policy change for the insurance plan, the rest will fall in place.
- Does the drug co-pay go toward the out of pocket costs? Yes.
- Has the insurance committee looked at other things besides these two options? The committee is constantly looking at things to help reduce the insurance costs.
- Is this an insurance committee recommendation? No it is not. It is a recommendation from our insurance representative. As a committee we try to work through everything to end up with the least objectionable options. Nobody is going votes for an option that will result in a reduction in pay. We understand that we will never have consensus.
- The board suggested no action on the 1-1-2017 plan and recommended the insurance committee seek another option different than the 2017 recommendation that would save \$150,000 to \$200,000.

Moved by VanLaanen, seconded by Laukka to approve the Insurance Plan Change for January 1, 2016, as presented and bring back the 1-1-2017 recommendation at a later date. Aye 5, Nay 0. Motion carried 5:0

5. **Handbook Language:** Brian Hanes informed the board that he met with the District Communication and Collaboration Committee and discussed the recommended changes to the teacher handbook. The intent of the changes is to clean up the current time off language. The board discussed the language for childrearing leave and how this leave would work when it falls at the end of the school year. They asked that the language be reworded to be clear about return times and breaks involving the end of one school year and the beginning of another. No motion was taken. The teacher handbook language will be brought back for review at the March Meeting.

6. **PLTW Science Credit:** Kieslich presented the request to approve the PLTW Principles of Engineering course as a science equivalency credit course.

Discussion:

- Does the district anticipate any other PLTW courses coming to the board for approval in the future? Yes we are currently reviewing Digital Engineering. At the time we do not feel we have taught it for a long enough period of time to offer it but will relook at in the future.
- How does offering this course work toward our goal of having student take physics? It works very well with that goal.
- What is the prerequisite for the Principles of Engineering course? Intro to Engineering.

Moved by VanLaanen, seconded by Halron to approve the PLTW Principles of Engineering course for science credit as presented. Aye 5, Nay 0. Motion carried 5:0

K. Board & Superintendent Communications:

- Taste of Ashwaubenon on Wednesday, March 4th.

L. Future Board Meetings & Topics:

- The next board meeting is on Monday, March 23, 2015, at 6:30 pm in the District Office.
- An Expulsion Hearing is scheduled for Monday, March 2, 2015, at 6:00 pm in the District Office.

M. Adjournment

Moved by VanLaanen, seconded by Laukka to adjourn the meeting at 9:17 pm. Aye 5, Nay 0. Motion carried 5:0

Respectfully submitted,



Jay VanLaanen, Clerk