



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, April 25, 2016

6:30 p.m.

A. Call to order:

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

B. Roll call:

Board Members Present: Williams, VanLaanen, Halron, VanDeKreeke, Trondson
 Board Members Excused: all present
 School Choice Advisory Representative: James Andersen
 Others Present: Brian Hanes, Keith Lucius, Jill Kieslich, Tammy Lampereur, Brad Taylor, Kurt Weyers, Andy Bake, Kris Hucek, Brian Carter, Pete Marto, Brian Nelsen, Maria Arena, Vanessa Talus, Tom Barnhart, Dave Stroud

C. Declaration of quorum: Quorum Present

D. Pledge of allegiance: The pledge was recited

E. Swearing in of Board member (Trondson and Halron): Hanes gave the oath of office to returning board member Barbara Halron and new board member Paul Trondson.

F. Adoption of Agenda: Moved by VanLaanen seconded by Halron to adopt the agenda as presented. Aye 5, Nay 0. Motion carried 5:0

G. 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.

In accordance with W.S. 19.85(1) (b) an executive session will be held at the end of the meeting for the purpose of considering dismissal, demotion, licensing or discipline of any public employee or person licensed by a board or commission or the investigation of charges against such person, or considering the grant or denial of tenure for a university faculty member, and the taking of formal action on any such matter; provided that the faculty member or other public employee or person licensed is given actual notice of any evidentiary hearing which may be held prior to final action being taken and of any meeting at which final action may be taken. The notice shall contain a statement that the person has the right to demand that the evidentiary hearing or meeting be held in open session.

H. Election of Offices/Board Appointments, Committee Responsibilities and Assignments:

1. Election of Offices

- President: Williams nominated VanLaanen, seconded by VanDeKreeke. There were no other nominations. Aye 5, Nay 0. Motion carried 5:0 to elect VanLaanen as Board President.
- Vice President: Williams nominated VanDeKreeke, seconded by Halron. There were no other nominations. Aye 5, nay 0. Motion carried 5:0 to elect VanDeKreeke as Board Vice President.

- Clerk: Williams nominated Halron, seconded by VanDeKreeke. There were no other nominations. Aye 5, nay 0. Motion carried 5:0 to elect Halron as Board Clerk.
- Treasurer: VanDeKreeke nominated Trondson, seconded by Williams. There were no other nominations. Aye 5, nay 0. Motion carried 5:0 to elect Trondson as Board Treasurer.
- Member At Large: will be Mark Williams.

2. **Board Appointments**

- a. **AHS Graduation** - Sun., June 5, 2016, at 1:30 pm: Alumni Association has been organizing alumni to walk with the senior class. All 50 years of graduating classes will be represented. Williams proposed all school members that graduated from AHS walk with students. **(VanLaanen, Williams, Trondson, VanDeKreeke)**
- b. **8th Grade Graduation** - Tues., June 7, 2016, at 6:30 pm: **(VanDeKreeke, Andersen)**
- c. **5th Grade Graduation**
 1. Valley View – Fri., June 3, 2016, at 1:30 pm: **(Halron)**
 2. Pioneer – Thurs., June 2, 2016, at 6:00 pm: **(Trondson, Andersen)**
- d. **WASB Convention** - January 18-20, 2017: **(VanLaanen, Williams)**
- e. **CESA 7 Meeting** - Wed., May 11, 2016, at 6:30 pm: **(Trondson)**

I. **Establish Board Meeting Time and Place**

1. **Annual Meeting/Budget Hearing**: July 25, 2016; 6:00 pm in the District Office; 1055 Griffiths Lane.
2. **Monthly Board Meeting**:
 - a. Option A – 4th Monday of the month (with exception to 3 months)
 - b. Option B – 2nd Monday of the month (with exception to 2 months)
 - Moved by Williams seconded by Halron to adopt the annual meeting/budget hearing time and place as presented. Aye 5, Nay 0. Motion carried 5:0
 - Moved by Williams seconded by VanDeKreeke to adopt the monthly board meeting time and place as presented in Option B (2nd Monday of the month with the exception of July 25th and October 24th). Aye 5, Nay 0. Motion carried 5:0

J. **Citizens and/or delegations:**

1. **Public Forum** – no issues presented
2. **Student Presentation**: Hucek introduced Vanessa Talus and Peer Mentor Club students Abi, Jaelyn, Kenzy, Emily, Mile, Maddie, Mahri and Vincent. Ms. Talus and her students presented on the Peer Mentor Program. The program was started by an Allies and Autism Grant funded by AEF. Mrs. Hucek expressed her pride in this program and the students that are involved.
 - Students have to apply to become mentors. They are educated on autism and how to support their mentees.
 - The program received the Challenge Award. The award provide a \$2,000 grant to be used for the program.
 - The mentors spoke about the positive experiences they get from the program and the bonds they form with their mentees. They do not consider these students their mentees but rather their friends.
 - Other districts wanting to implement this program in their schools have approached Parkview about shadowing this program.
 - Halron spoke about how a family member of hers was a mentor similar to this in high school and eventually went on to become a special education teacher.
 - Hanes thanked Ms. Talus and the Parkview staff for their work in this program.
 - Andersen requested the district consider listing these type of programs on our website so others can see the great things we offer. He asked if the district would consider bringing this to the younger grades. Lampereur explained the grant and expanding this to other buildings in the future.
 - Teachers spoke about how the program is working for them.

K. **Consent Agenda:**

Moved by VanDeKreeke seconded by Halron to adopt the consent agenda items 1-4 as presented with the addition of a 6th position under item b. Aye 5, Nay 0. Motion carried 5:0.

1. Minutes of the regular meeting held on Monday, March 14, 2016
2. The schedule of checks written 3/09/16 to 4/18/16

3. Staffing:

a. **Teacher**

1. **Retirement request of Barbara Dolan-Wallace** from her full time Grade 5 Instructor position at Pioneer Elementary School, effective at the end of the 2015-2016 school year. Barbara will qualify for Early Retirement Benefits as afforded to her by the Ashwaubenon School District. Barbara is in her 24th year with the District
2. **Resignation of Charnae LaLuzerne** from her full time Language Arts Instructor position at Ashwaubenon High School, effective at the end of the 2015-2016 school year. Discussion is underway, with posting to begin shortly to fill this vacancy.
3. **Hire of Melissa Kirst** to the 1.0 FTE GLOBE Instructor position at Pioneer Elementary School effective with the 2016-17 school year. Melissa was placed at Step 8 Lane J, \$64,450.60 for the 2015-16 school year. Melissa served in this role for the 2015-16 school year, but as a limited term instructor. She will now be placed as a regular contracted instructor.

b. **Staffing - Other - 6 positions**

1. **New hire of Carrie Lohman** to the full time Head Cook position at Valley View Elementary School effective with the 2016-2017 school year. Carrie will be compensated at the entry level of the Support Staff salary schedule. 15-16 rate of pay was \$15.96/hour. This position is vacant due to the retirement of Deb Hocking.
2. **New hire of Teele Goss** to the Noon Duty Supervisor position at Pioneer Elementary School effective May 2, 2016. Teele will be compensated \$10.35/hour. This is a new position. Additional supervision was requested due to an increase in student population at Pioneer Elementary.
3. **Hire of Laura Rowell** to the part-time, .29 FTE Cashier & Food Service Assistant positions at Parkview Middle School effective with the 2016-2017 school year. Laura will be placed at the entry level on the 2016-2017 Support Staff salary schedule (15-16 rate -\$13.56/hr for cashier and \$13.10/hr for FSA). Laura is currently a Breakfast Supervisor at Cormier School.
4. **New hire of Jeannie Beyer** to the Noon Duty Supervisor position at Pioneer Elementary School effective 3/14/16. Jeannie will be compensated \$10.35/hour. This position was vacant due to the resignation of Deb Last.
5. **New hire of Michelle LeCleir-Mueller** to the Breakfast Supervisor position at Pioneer Elementary School effective March 14, 2016. Michelle will be compensated \$10.35/hour. This position is vacant due to the resignation of Deborah Last.
6. **New hire of Barbara Marchi** to the Noon Duty Supervisor position at Parkview Middle School effective April 4, 2016. Barbara will be compensated \$10.35/hour. This position is vacant due to the transfer of Mary Jo Schroeder.

4. Co-curricular Contracts: 2 co-curricular contracts where approved.

L. **Superintendent's Report**

- **Successful Food Service Audit:** Hanes commended Betsy Farah on a very successful food service audit. The auditors reported that Farah is very organized, is clearly very aware of the meal program regulations and commended her on a great job!
- **Teachers Recognition:** Congratulations to Golden Apple winner Chris Skogg and Teachers of Distinction Francine Cook and Cassie Burns. Congratulations to Herb Kohl recipient Kathy Kowalczyk.
- **Thank you:** Congratulations to our seven retirees Allison Baganz, Barbara Dolan-Wallace, Debbie Friedl, Joan Gilbert, Deb Hocking, Carey Lheureux, Mara Manning and Angela Salamone. Together they have provided 187 years to students in Ashwaubenon.

- **Parkview DI team**: The Parkview DI team “The Jelly Beans” will participate in DI Globals at the end of May.
- Patrick Konyn inquired if the district would be switching from 180 student contact days to minutes like other districts. Kieslich stated this would be addressed later in the meeting.

M. Discussion/Presentation Items:

1. **Beaux Mettler Campaign Kickoff**: Taylor introduce Tech Ed instructors Tom Barnhart and Dave Stroud. Barnhart spoke about the move to add an engineering element to the Tech Ed area. A fundraising kickoff is planned for Thursday, May 12th. He recognized the Beaux Mettler Foundation for the donations they made to the center. The fundraising event will involve NEW Manufacturing Alliance and showcase the work of 40 student.
2. **Curriculum Review Cycle**: Kieslich presented the 2015-16 curriculum review cycle. The purpose of having a review cycle is to help in balancing the budget, with reviewing student work and achievement and to ensure we are within the set standards on what is being taught.

Discussion:

- Does a 6-year cycle seem like the right cadence? No, sometimes 6 years is too long of a time. We have the flexibility to come to the board earlier or later if needed.
- How much of the material is customized and verbatim? It all revolves around the state assessments and standards. We take the state standards and build our curriculum. We then purchase materials to support curriculum built on the standards.
- Is it less expensive to purchase online textbooks? We still pay the same cost as a regular textbook plus an electronic charge. At this point we are finding many of the textbooks are not meeting our needs (many are just pdfs of the actual book versus an interactive textbook). Electronic textbook licenses are for 6 years.
- What is the oldest textbook we use? Social Studies textbooks are from 2008. The standards are from 1998. The district can't wait any longer for the standards to be updated so we are using the national standards in this area.
- Are we limiting our students' education by teaching to standards? National standards are a lot more rigorous. If we feel we can do better than the standards, we will add it in to our curriculum.
- The board does not want to limit what we do. They don't want to teach to the standard but rather beyond it. Kieslich stated that in many areas we do teach beyond the state standards.
- Hanes stated that our staff need to gather together to develop the curriculum and discuss the standards and how they each interpret them.
- Standards make sure our students are on the same playing field. The core was development to level the playing field for all students.

N. Action Items:

1. **Alumni Blast**: Mark Williams updated the group on the status of the Ashwaubenon Blast. The Ashwaubenon Blast is a community wide celebration (similar to the 50th anniversary celebration last year) that is being held on August 13, 2016. The event is open to everyone. The Village of Ashwaubenon is budgeting \$2,000 toward this event. The planning committee estimates they will be making the same amount of money as last year. If this estimate is correct, they would be self-function from that point on. Additional sponsors/donors are being sought. The Committee is asking the school district to match the Village's \$2,000 donation. The money would be used to help fund tents, bands, etc. The group discussed how profits earned from sale of items is distributed. If the district agrees to make a matching donation of \$2,000, Lucius request that the Alumni Association invoice the district for this amount.

Moved by VanDeKreeke seconded by Trondson to approve the one time matching donation of \$2,000 from the board budget for the Ashwaubenon Blast event as presented. Aye 5, Nay 0. Motion carried 5:0

2. **Policy Update – second read:** Hanes stated he met with Chief Dunning regarding the Neola recommended changes to the Weapon policies. Hanes stated that retired police officers are certified and required to annually qualify to carry a weapon.

Policy 0100 - Williams stated he is was ok with board member using a telephone or Skype to participate in a board meeting but he was not in favor of allowing voting by telephone or skyping. He stated he felt a board member should be present to vote.

Discussion:

- VanLaanen stated to truly get a feel for the environment/issues presented, board members need to be present to vote. He was ok with them sharing their thoughts through Skype/telephone but not voting.
- VanDeKreeke, Trondson and Halron felt that if the technology is available voting should be permitted. They felt that a board member should have the ability to represent voters by casting their vote.
- Trondson stated that even though technology may not be quite perfect we should not limit ourselves. We need to embrace technology but with limits and exception at a certain level.
- Halron and VanDeKreeke felt on those rare occasion that occur and a board member can't be present their opinion should be given through Skype.
- The board discussed allowing board member the ability to participate and vote via technology with limitations. They would be limited to two board meeting in a row. They all agree that if this becomes a problem this policy would come back to the board for review.

Moved by Williams seconded by VanDeKreeke to approve Bylaw 0100 with the addition of including wording limiting remote participation to no more than 2 times in a row. Aye 5, Nay 0. Motion carried 5:0

Policies 3340 and 4340 will be tabled until May in order to verify that these policies do not need board approval.

Moved by Williams seconded by VanDeKreeke to approve the Bylaw 0140 updates with the elimination of the wording "appointment of the Board President" under "Filling a Board Vacancy option E" and replacing it with "at the next school board election" as presented. Aye 5, Nay 0. Motion carried 5:0

Moved by Williams seconded by Halron to approve the changes to Policy 3120.06 as presented. Aye 5, Nay 0. Motion carried 5:0

Moved by Williams seconded by Halron to approve the changes to Policy 3217, 4217, 5772, 7217 as presented. Aye 5, Nay 0. Motion carried 5:0

Moved by Williams seconded by Trondson to approve the changes to Policy 5111, 5200, 8310, 8330 as presented. Aye 5, Nay 0. Motion carried 5:0

3. **2016-17 Calendar changes:** Kieslich stated that feedback received from teachers shows there is a need for more professional development time. Originally the board heard a request for an additional 5 full days of professional development time be added to the calendar. After much discussion with the Admin Team, it was determined that these days can be combined with current half days. Full days have less impact on instruction. Kieslich stated the district is requesting 4 additional half days and 1 full day equaling 3 additional days for professional development. She stated that in order to meet state requirement, 8 minutes per day will be added to the high school calendar. This allows two days of buffer for snow days and late starts. The board felt that this was a win win for parents and staff. Moved

by Trondson seconded by VanDeKreeke to approve the addition of 3 professional development days to the 2016-17 calendar as presented. Aye 5, Nay 0. Motion carried 5:0

4. **Cormier Parking Lot Bid:** Lucius presented the bids for the Cormier parking lot project. He stated that the bids came in below expectations. This is part of our long term planning to repair/replace the current surface, expand to the north, and add curbing to one section to prevent entrance into the parking lot. Originally the project was estimated at \$70,000. Lucius stated the district is recommending the approval of the bid from MCC Inc. for \$53,125.06. The project will begin this summer and should take about one month to complete. Moved by Williams seconded by Halron to approve the bid from MCC, Inc. of \$53,125.06 for the Cormier Parking Lot project as presented. Aye 5, Nay 0. Motion carried 5:0

5. **Preliminary Budget:** Lucius stated that no action is needed. Lucius presented an update on the budget. He stated that if we do not issue a non-renewal (preliminary notice) the contract will automatically renew. He reviewed the reduction items.

6. **Partial Layoffs:** Lucius stated that as an Admin Team we do everything we can to avoid possible layoffs. He asked the board to recall the layoff request of Patricia Christensen. He stated that the district is able to keep Ms. Christensen plus add some of her previous FTE.

Discussion:

- Do these teachers have the opportunity to sub in the district? Yes they do.
- Do they get paid at the sub rate for this? Yes
- Lucius reminded the board that these people can always be recalled later but preliminary layoffs must be provided before the end of the month.
- These preliminary layoffs are based on enrollment numbers. They are all seniority based and not performance based.
- The two positions at the high school were not full time contracts when initially hired. They have been in flux since their initial hire.
- Individual staff are notified in person by their building principal.

Moved by VanDeKreeke seconded by Halron to approve the preliminary notifications for partial layoffs as presented. Aye 5, Nay 0. Motion carried 5:0

7. **Extended Contracts:** Lucius stated that extended contracts are staff members that we have need for outside the normal school year. We try to balance between trade off days and extra days. The cost for the extended contracts is \$10,379 (same as last year). Moved by Williams seconded by VanDeKreeke to approve the extended contracts as presented. Aye 5, Nay 0. Motion carried 5:0

O. **Board & Superintendent Communications:** No issues presented

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

The next board meeting is scheduled for **Monday, May 9, 2016, at 6:30 pm** in the District Office.

- Board requested a Cormier site plan at May meeting

Q. **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.

In accordance with W.S. 19.85(1) (b) an executive session will be held at the end of the meeting for the purpose of considering dismissal, demotion, licensing or discipline of any public employee or person licensed by a board or commission or the investigation of charges against such person, or considering the

grant or denial of tenure for a university faculty member, and the taking of formal action on any such matter; provided that the faculty member or other public employee or person licensed is given actual notice of any evidentiary hearing which may be held prior to final action being taken and of any meeting at which final action may be taken. The notice shall contain a statement that the person has the right to demand that the evidentiary hearing or meeting be held in open session.

Moved by Williams seconded by VanDeKreeke to adjourn to executive session at 8:36 pm. Aye 5, Nay 0. Motion carried 5:0

R. **Executive session:**

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

S. **Return to open session:**

T. **Action following Executive Session:**

1. **Non-renewal:** Lucius and Hanes presented the non-renewal of Mary Miller for the 2016-17 school year. Moved by Williams seconded by VanDeKreeke to issue a preliminary non-renewal for Mary Miller. Aye 5, Nay 0. Motion carried 5:0
2. **Staff Compensation:** Lucius and Hanes presented recommendation for Teacher, Administrator, Exempt, and Support Staff 2016-17 compensation. Moved by Williams seconded by VanDeKreeke to approve a 2% base pay increase for the 2016-17 school year and a \$250 stipend for a good health insurance year to all Administrators, Teachers, Support and Exempt Staff. Aye 5, Nay 0. Motion carried 5:0
3. **Summer School Compensation:** Lucius and Hanes presented recommendations for an increase in summer school compensation. Moved by Williams seconded by VanDeKreeke to increase the hourly summer school pay from \$20 per hours to \$22 per hour. This will be in effect for 2016 summer school. Aye 5, Nay 0. Motion carried 5:0
4. **Co-curricular Compensation:** Lucius and Hanes presented recommendations for co-curricular compensation. Moved by Williams seconded by VanDeKreeke to provide a 5% increase for co-curriculars effective the 2016-17 school year. Aye 5, Nay 0. Motion carried 5:0
5. **Special Education Aide Compensation:** Lucius and Hanes presented recommendations for Special Education Aide compensation. Moved by Trondson seconded by VanDeKreeke to approve a \$0.95 per hour increase for Special Education Aides effective the 2016-17 school year. Aye 5, Nay 0. Motion carried 5:0
6. **Award Recipient Stipends:** Lucius and Hanes presented recommendations for award recipient stipends. Moved by Williams seconded by VanDeKreeke to provide a yearly stipend of \$1,000 to the Kohl's Award recipient; a \$1,000 to the Golden Apple Award recipient; and a \$500 to the Teacher of Distinction recipients. Aye 5, Nay 0. Motion carried 5:0

U. **Adjournment**

Moved by Williams seconded by VanDeKreeke to adjourn the meeting at 10:00 pm. Aye 5, Nay 0. Motion carried 5:0.

Respectfully submitted,
Barbara Halron, Clerk