



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 27, 2015

6:30 p.m.

\*\*\*\*\*

A. Call to order:

President Williams called the meeting to order at 6:30 pm.

B. Roll call:

Board Members Present: Williams, VanLaanen, Laukka, VanDeKreeke
Board Members Excused: Halron
School Choice Advisory Representative: John Van Dyck
Others Present: Brian Hanes, Keith Lucius, Jill Kieslich, Tammy Lampereur, Brad Taylor, Vanessa Talus, Kurt Weyers, Kris Hucek, Brian Carter, Brian Nelsen, Betsy Farah, Jamie Averbek, Maria Arena, Pete Marto, Dirk Ribbens

C. Declaration of quorum: Quorum Present

D. Pledge of allegiance: The pledge was recited

E. Swearing in of Board member: Williams gave the oath of office to returning board member Jay VanLaanen

F. Adoption of Agenda: The board requested that J2: Student Presentation is moved up on the agenda before H: Election of Offices/Board Appointments, Committee Responsibilities and Assignments. Moved by Laukka seconded by VanDeKreeke to adopt the agenda with the moving of item J2 before H. Aye 4, Nay 0. Motion carried 4:0.

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.

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

1. Election of Offices

- o President: Jay VanLaanen nominated Mark Williams for Board President, seconded by Brian VanDeKreeke. There were no other nominations. Aye 4, Nay 0. Motion carried 4:0 to elect Mark Williams as Board President.
o Vice President: Jay VanLaanen nominated Ginny Laukka for Board Vice President, seconded by Brian VanDeKreeke. There were no other nominations. Aye 4, nay 0. Motion carried 4:0 to elect Ginny Laukka as Board Vice President.
o Clerk: Brian VanDeKreeke nominated Jay VanLaanen as Board Clerk, seconded by Ginny Laukka. There were no other nominations. Aye 4, nay 0. Motion carried 4:0 to elect Jay VanLaanen as Board Clerk.
o Treasurer: Jay VanLaanen nominated Brian VanDeKreeke as Board Treasurer, seconded by Ginny Laukka. There were no other nominations. Aye 4, nay 0. Motion carried 4:0 to elect Brian VanDeKreeke as Board Treasurer.
o Member At Large: will be Barb Halron.

## 2. **Board Appointments**

- a. AHS Graduation - Sun., June 7, 2015 (VanLaanen, VanDeKreeke)
- b. 8<sup>th</sup> Grade Graduation - Wed., June 10, 2015 at 9:30 am (Halron)
- c. 5<sup>th</sup> Grade Graduation
  1. Valley View – Fri., June 5, 2015 at 1:30 pm (Laukka)
  2. Pioneer – Thurs., May 28, 2015 at 6:00 pm (Williams, VanDeKreeke)
- d. WASB Convention - January 20-22, 2016 (Williams, VanLaanen)
- e. CESA 7 Meeting - Wed., May 13, 2015 at 6:30 pm (Halron)

Moved by Laukka seconded by VanLaanen to adopt the election of offices, board appointments, committee responsibilities and assignments as presented. Aye 4, Nay 0. Motion carried 4:0.

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

Moved by VanLaanen seconded by VanDeKreeke to adopt the annual meeting/budget hearing time and place and the monthly board meeting time and place as presented. Aye 4, Nay 0. Motion carried 4:0.

1. **Annual Meeting/Budget Hearing**: July 27, 2015; 6:00 pm in the District Office; 1055 Griffiths Lane.
2. **Monthly Board Meeting**: 4<sup>th</sup> Monday of the month at 6:30 pm in the District office with the exception of the following months:
  - a. The September 28, 2015, meeting is rescheduled for September 21, 2015, due to a Packer home game.
  - b. The December 28, 2015, meeting is rescheduled for December 14, 2015, due to the holiday week.
  - c. The March 28, 2016, meeting is rescheduled for March 14, 2016, due to Spring Break.

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

1. **Public Input**: Erin Paprocki (2891 Crosshaven Ave.) stated she was present at the meeting to participate in the nutrition policy review.
2. **Student Presentation**: Parkview Middle School: A Glimpse Inside Mrs. Talus' Class – presenters Vanessa Talus and students Sam, Trinity, Garrett, Nathan, Gretchen and Vincent. Students presented on daily activities in Mrs. Talus' class at Parkview. These activities include: Life Skills, Salvation Army Bell ringing, attending School House Rock Live, and using money management skills at a Julie's Café outing, Thursday cooking group, December cookie fest, anger management unit, learning the Heimlich Maneuver, Safety Unit, Game Day Tuesdays, class bowling trip and Neville Museum trip.

Hanes thanked the students and recognized them for their presentation skills. He recognized Mrs. Talus for being presented the Outstanding Special Education Teacher award through the Wisconsin Council of Administrators of Special Services.

### K. **Consent Agenda:**

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

1. Minutes of the regular meeting held on Monday, March 23, 2015
2. Minutes from executive session on Monday, March 23, 2015
3. The schedule of checks written 3/18/15 to 4/20/15
4. Staffing:
  - a. **Resignation of Scott Truskowski** from his full time Systems Support Specialist position with the District effective April 23, 2015. Posting is underway to fill this vacancy
5. Co-curricular Contracts: 1 co-curricular contract was approved.

### L. **Superintendent's Report**

1. Staff and Student Recognition
  - Congratulations to Donglin (Linda) Zhang, Senior at Ashwaubenon High School, has been selected for the 2015 Green Bay Press-Gazette Academic Team.

- With the celebration of “Earth Day” this month, Hanes thanked staff for all their efforts in conserving energy. Special shout out to our coordinator – Hank Schmitt!
- Congratulation to the 7 DI teams advancing to the Globals.
- Congratulation to the AHS Math team for placing 1<sup>st</sup> out of 12 metro area schools. Big thanks to coaches Mrs. Krausert and Mrs. Burns.
- Congratulation to Keith Lucius for completing his Society of Certified School Risk Managers certification.
- Congratulation to Pioneer who are putting their writing into action with a school paper called “Hot Off Pioneer”.
- Congratulation to Sophia Jimos, Jenna Perock, Ali Remondini and Ben Wright for being accept into the Wisconsin Honors Music Project.
- Thank you to all of our staff, parents, Bowling Alley staff and Ashwaubenon Optimists for their support and time put into a very successful prom.
- Congratulation to Mrs. Gonwa for being awarded a Golden Apple.

**M. Discussion/Presentation Items:**

1. **Policy Update – first read:** Hanes presented the first read of policies 8431, 8550, 8510. The board request that policy 8550 include the 2 exemptions for fundraising per organization/club. No further changes to policies 8431 and 8510 were recommended.

**N. Action Items:**

1. **Multipurpose Athletic Field Remediation Project Bid Approval:** Keith Lucius presented the bids for the Multipurpose Athletic Field Remediation Project. He stated that four base bids were received. The contract is for the remediation and capping of the contaminated green space between Parkview Middle School and the high school. The bids received were as follows:

Peters Concrete	\$586,056
H&H Civil Construction	\$816,368
RC Excavating	\$783,098
Gauthier & sons	\$751,846

The differences in price is due to lower trucking costs for Peters. Lucius stated that this is within budget. We can use Brownsfield Grant to help fund this. The additional green space will be needed as construction starts. Lucius stated that the district can put another \$50,000 in to this project to finish the sod.

**Discussion:**

- The board inquired how this project would be funded. Lucius stated that the district will continue to pursue funding from the responsible party. Other options for funding include a possible legislative exemption to revenue and aid limits or the option for up to a \$1 mil waiver on borrowing for school districts for this type project (this is the recommended option if legislative option does not come through).
- How will the use of this field change? It will be laid out in a way that it can be used for multiple sports as a practice area. It will also hold the discus and shot put areas for track. The overall area will be more level and usable buy schools and community members. The area will also have an irrigation and drainage system to help protect and maintain the surface.
- Wasn’t the discus area complete at the time the football field was redone? No it requires a slightly higher elevation.
- Fencing will run along the sidewalk and parking lots. There will be gates in place that will allow the area to be accessed.
- How much will be available for Parkview recess? Most of it will be available but the district will need to look at how recess is monitored. Additional green space will be available for not only recess but physical education classes.
- Will the field be available to the general population or just athletics? It will be a multi-use field.
- Asked if the district can postpone the decision to put the extra \$50,000 of sod down. This would allow the district to see where the overall funding comes from. Yes, the decision can be postponed.

Some member understood the need to postpone this decision but also could see the need for the greenspace for physical education classes.

- If we do not start this project and the state passes the legislative piece, what happens if the law does not allow us to go back and use the money to fund this project? The intent is to start the project in the fall; I do not anticipate the district incurring any costs until then. We are working closely with senators and legislation should be done by June. If we do not start this project by the fall, we will lose the Brownville grant.
- What is the status on the Krcmar Field? The Village is working with Rettler and they are close to having a plan.
- The board felt this project should not be delayed because of the baseball field. Lucius stated that the timing of the clay for Peters Concrete has a lot to do with the cost difference. If we delay this project the costs will go up to a similar range as the other bids.

Lucius recommend the board approved the low bidder Peters Concrete for a sum of \$586,056 and the approve the sodding of approximately 76,927/ sq. ft. of cap space based on the supplemental unit price of \$0.35/sq. ft. at a total additional cost of \$26,925 to Contract A.

Moved by VanLaanen seconded by VanDeKreeke to accept the base bid of \$586,056 from Peters Concrete for the Multipurpose Athletic Field Remediation Project and approve the sodding of approximately 76,927/ sq. ft. of cap space based on the supplemental unit price of \$0.35/sq. ft. at a total additional cost of \$26,925 to Contract A as presented. Aye 4, Nay 0. Motion carried 4:0

2. **Policy Update - second read:** Brian Hanes presented policies 2510, 2623, 5830, 7540.02, 7540.04 and 8500 for a second read. There were no additional changes on the first read. The board discussed the food allergy concerns expressed by Erin Paprocki. She talked about her concerns that shared food/snacks brought in from home for various celebrations are not always appropriate for children with food allergies.

#### **Discussion:**

- Mrs. Paprocki is currently working with Mr. Marto at Pioneer on handbook changes to address shared food/snacks.
- The board asked what Mrs. Paprocki's goals is regarding shared food/snack. Her goal is to not allow shared treats in school. She instead encourages children to donate a book to the library, read a book to the class, bring a craft project, etc. She wants the policy for shared food/snacks to be stricter if not at the school level, then in particular classrooms.
- The board asked how many students in the district have a food allergy. Mrs. Paprocki stated Mrs. Beining told her the district has approximately 54 students with food allergies.
- Mrs. Paprocki shared her work on revising the policy of shared food at her previous school district. The board asked her to provide a copy of this policy for them to review.
- Some board members were in favor of the donation of a book versus shared food.
- Some board members felt that would be resistance from teachers if shared food was removed from the classroom. Mrs. Paprocki felt food incentives by teachers could be harmful for students with food allergies.
- Some felt that a food allergy can be present in a person throughout their life. That means that they will always have to be aware of what foods they the can/cannot eat. It was felt that it is the parent's responsibility to educate their children on their allergy so they are capable of making these decisions.
- Mrs. Paprocki discussed FARE (an organization dedicated to food allergies in education).
- Mrs. Paprocki asked if we limit food sharing in rooms with children who have allergies, how we can guarantee that these foods will not be present.
- The board suggested reviewing the wellness policy and student handbooks to include more specific food allergy criteria.
- Hanes suggested Mrs. Paprocki continue to work with Mr. Marto to begin this process.
- Mrs. Paprocki was asked what she was hoping to accomplish with shared food; what was her goal. She stated "no sugar". Mrs. Paprocki suggested a nonfood treat being shared on birthdays.

The board felt that the financial impact of purchasing bags of treats would cause more kids to have to be excluded from sharing on their birthdays. If our goal is to provide an environment of inclusion, this would exclude more children from participating due to costs of treat bags. Williams asked that this subject be brought to the administrative team for more conversation.

Moved by VanLaanen seconded by VanDeKreeke to adopt the updates to board policy 2510, 2623, 5830, 7540.02, 7540.04, and 8500 as presented. Aye 4, Nay 0. Motion carried 4:0

3. **Partial Layoffs:** It has been a difficult budget year. Through attrition and retirements we have been able to minimize layoffs. Per state statute, the board must issue a preliminary layoff notice to any staff member under a teaching contract by April 30<sup>th</sup>. Final layoff notices must be sent to staff members by May 15<sup>th</sup>. If we don't approve this we can't adjust the FTEs of these students. Keith Lucius presented three partial layoffs to the board for approval. All three teachers are in good standing and will be offered additional FTE if a position opens. They do not have a performance issue; they can always be called back.

- Brandon Radtke – Parkview Technical Education teacher: From a full-time FTE to 0.67 FTE (layoff 0.33 FTE)
- Patricia Christensen - Cormier and Valley View Music teacher: From 0.89 FTE to 0.46 FTE (layoff of 0.43 FTE)
- Jamie Lasee – Pioneer Spanish teacher: from 0.90 FTE to 0.75 FTE (layoff of 0.15 FTE)

Discussion:

- The board asked if other people would be teaching these classes. There is a shift in staff as a result in a decrease in music at Parkview.
- Decision on partial layoffs was based on seniority.

Moved by VanLaanen seconded by VanDeKreeke to adopt approval the partial layoffs of Brandon Radtke, Patricia Christensen and Jamie Lasee as presented. Aye 4, Nay 0. Motion carried 4:0

4. **Extended Contracts:** High school and middle school extended contract were presented for board approval. These extended contracts have a combined estimated financial commitment of \$10,706.91. Extended contracts allows for the provision of necessary services required by the student services staff, Work experience program and the school nurse.

**Discussion:**

- Nelsen stated that the days are a combination of paid days and trade offs. They have not changed or increased since last year's approval.
- Hucek, Lampereur and Nelsen discussed what the extended contract hours are used for.
- Can this be part of the budget in the future? These are legal contracts for extra days of pay and trade off days. This is a legal contract we are entering with them.

Moved by VanDeKreeke seconded by Laukka to approve the extended contracts for the high school and middle school as presented. Aye 4, Nay 0. Motion carried 4:0

5. **Textbook/Supply Fee:** Brian Hanes presented the proposed textbook/supply fee structure to the board. He stated that the implementation of this fee is necessary to maintain the quality, programs and opportunities the district values. We try to minimize the impact on student and program. How can we make cuts that do not directly impact student and programs? This is our tipping point and move to a general student fee. We are one of the last schools in the area that that does not have a fee. The fee will help us offset the cost of textbooks and supplies. The structure is as follows:

- **\$50** for high school students, **\$40** for middle school students and **\$30** for elementary students (Grades 4K-5).
- Families who apply and qualify for Free or Reduced lunch are able to request reduced textbook/supply fees. Parents of reduced lunch students can request reduced textbook/supply

fees of \$25, \$20 and \$15, respectively. Such request should be made, in writing, to the student's school office.

- Parents of free lunch student can request to be exempt from the textbook/supply fee. Such request should be made, in writing, to the student's school office.

Brian received about 15 responses to the parent letter inquiring what the fee will be used for. After receiving an explanation, parents understood.

**Discussion:**

- Is there a cap limit per family? No, state law prevents a cap.
- Will other material fees go away? No, those are materials above and beyond the normal class supply
- With online textbooks, will the text book portion go away? There are efficiencies we gain but we are not seeing a savings with online text books.
- Can we expedite the process of having a form made for them to sign? Pupil Services and the business office are working on this.

Moved by VanLaanen seconded by VanDeKreeke to approve the textbook/supply fee as presented. Aye 4, Nay 0. Motion carried 4:0

6. **Preliminary Budget:** Keith Lucius presented a preliminary budget. The reductions being presented are based on the discussion at the March board meeting and updated open enrollment projections. The proposed adjustment to bring the budget into balance include:

- 3.83 FTE reduction in classroom staffing, maintaining our current class size targets (see Action Item 3)
- \$85,000 increase in fee revenue associated with new student material/supply fees (\$50 HS, \$40 MS, \$30 EL)
- \$50,000 reduction in maintenance utility and repair budget
- \$60,000 reduction in curriculum budget (one-time reduction)
- \$70,000 reduction related to 1 FTE of Literacy Support funded through Title program
- \$25,000 savings in bussing related to elimination of 4k program at the Coop location
- \$90,000 reduction in maintenance budget related to reduction in cleaning schedule at buildings
- \$327,870 reduction in the requested technology budget as presented in the 5 year plan
- \$44,206 reduction in 10-year maintenance plan

Lucius stated that everything he presented assumes a 0% increase in salaries. Salaries will be discussed at the executive session to follow this board meeting.

**Discussion:**

- The board discussed the fact that many people do not realize everything the district has had to cut in order to balance the budget. It is felt that many will not realize until it directly impact their finances. Williams provided an example that would directly impact people. He stated that if the district were to eliminate co-curriculars completely saving thousands of dollars, people would feel the results of this budget cut. Lucius reminded the board that it is our goal as a district to minimize the impact on students of the decisions we make. This example would not minimize the impact on students; it would be penalizing them. VanDeKreeke added that it is the board job to make smart decisions that have little effect on students. Besides balancing the budget, what would be the purpose to eliminating co-curriculars? Williams asked what is it going to take to get people to understand everything we have had to cut and continue to cut if we do not directly impact them. It was suggested writing to the paper to communicate the decisions we made and why. It was felt the community is supporting the current state leadership and the decision they are making. It is this support and decision making that is directly affecting how we are able to educate our children.
- VanDeKreeke stated we are elected to make the hard decisions and eliminating co-curriculars is not a decision he can support. Williams reminded the board that this type of cut would save a

half a million dollars. VanDeKreeke stated that this type of decision would result in a loss of resident students and open enrollment students.

- Hanes stated that we could write resolutions and educate our community through letters. He stated that we need to look at our current labor market and how it is directly impacted by how much the state is investing in education.
- Williams asked if the numbers come back better than anticipated, what would get added back into the budget. The last two items on the list and money for the contamination issue.
- Van Dyck stated that we give the tax payers a choice when a school district goes to referendum. This is when they will see the impact on their pocket books. Resolutions and letter writing often are a waste of time. Going to referendum to hit their pockets directly.
- Lucius recommended doing things like raising athletic fees and sporting events fees. Currently the high school is supplementing the co-curricular costs because this budget is drastically underfunded.
- The board asked about raising class sizes and increasing teacher quality. Lucius stated that this is a viable number to look at but we also need to keep in mind that there is a class size limit that does directly affect students.

Moved by VanLaanen seconded by VanDeKreeke to approve the preliminary budget fee as presented. Aye 4, Nay 0. Motion carried 4:0

**O. Board & Superintendent Communications:**

Hanes shared with the board the recent newspaper articles about the Ashwaubenon Prom and Golden Apple recipient Ashley Gonwa.

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

The next board meeting is scheduled for Monday, May 11, 2015, at 6:30 pm in the District Office.

**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.

Moved by Laukka seconded by VanLaanen to adjourn to executive session at 8:57 pm. Aye 4, Nay 0. Motion carried 4:0

**R. Executive session:**

Moved by Laukka seconded by VanDeKreeke to adjourn to open session. Aye 4, Nay 0. Motion carried 4:0.

**S. Return to open session:**

**T. Action following Executive Session:**

1. **Heather White:** Moved by VanLaanen, seconded by VanDeKreeke to approve the salary adjustment increase of \$6,659 for Heather White as presented. Aye 4, Nay 0. Motion carried 4:0.

2. **Summer School 4K-5 Administrator Contract:** Moved by Laukka, seconded by VanDeKreeke to approve \$6,000 summer school stipend for the Summer School 4K-grade 5 Administrator (Maria Arena) as presented. Aye 4, Nay 0. Motion carried 4:0.

3. **All Staff Compensation:**

- a. **Teacher/Administrator/Support/ Exempt Staff Compensation:** Moved by VanLaanen seconded by VanDeKreeke to approve a 1.62% salary increase for all Teachers, Administrators, Support and Exempt staff. This increase takes effect for the 2015-16 school year. Aye 4, Nay 0. Motion carried 4:0.
- b. **Health Insurance Bonus Pay:** Moved by VanLaanen seconded by VanDeKreeke to approve a one-time pay of \$500 for a full-time (pro-rated for part-time) Teacher, Administrator, Support and

Exempt staff member. Staff members that are actively employed with the district during both the 2014-15 and 2015-16 school years will qualify for the one-time payment. Aye 4, Nay 0. Motion carried 4:0.

4. **Elementary Associate Principal Salary**: The board discussed an increase in salary for Valley View Associate Principal Andy Bake. Moved by Laukka. Motion was not seconded; motion failed.

**U. Adjournment**

Moved by Laukka seconded by VanDeKreeke to adjourn to the meeting at 10:40 pm. Aye4, Nay 0. Motion carried 4:0.

Respectfully submitted,



Jay VanLaanen, Clerk