



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, October 22, 2012 6:30 pm

A. Call to order:

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

B. Roll call:

Board Members Present: Williams, Laukka, VanLaanen, VanDeKreeke, Halron
Board Members Excused: none
Others Present: Brian Hanes, Keith Lucius, Jill Kieslich, Brian Nelsen, Brad Taylor, Maria Arena, Kris Hucek, Kurt Weyers, Matt Anderson, Dirk Ribbens, Mark Sheedy, Tom Schmitt, Pete Marto, Megan Oberstadt

C. Declaration of quorum:

Quorum Present

D. Pledge of allegiance:

The pledge was recited

E. Adoption of Agenda:

Moved by Laukka 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 purpose of considering employment, promotion, compensation, or performance evaluation data of any public employee.

G. Citizens and/or delegations:

- 1. Public Forum: no issues presented
2. Student Presentation: Students from the high school Spanish Club presented about their trip to Ecuador. Twenty-five students participated in the trip. The student shared a video of the activities they participated in.

H. Consent Agenda:

The board inquired if the turnaround in the Globe position was common. Marto stated it was not and that the previous Globe instructor went to a 5th grade position. This Globe hire is a limited term position. Moved by VanLaanen seconded by Halron to adopt the Consent Agenda as presented. Aye 5, Nay 0. Motion carried 5:0.

- 1. Minutes of the regular meeting held on Monday, September 23, 2012
2. The schedule of checks written 09/18/12 to 10/15/12
3. Staffing:
a. Hire of Christina Mallery to the .42 FTE Cashier position at Pioneer Elementary School effective October 3, 2012. Christina will be compensated \$12.77 per hour. This position is vacant due to the resignation of Kathy O'Brien.

- b. **New hire of Bonnie Goggins to the 1.0 FTE GLOBE Instructor position at Pioneer Elementary School**, effective 10/11/12. Bonnie will be placed at Step 1 Lane A as an initial educator. Her pro-rated salary will be \$29,670.06. Transfer of former GLOBE teacher to classroom, due to enrollment driven FTE increase.
 - c. **Hire of Paula Jolly to the Noon Duty Supervisor position at Pioneer Elementary School** effective October 16, 2012. Paula, who is currently a Morning Supervisor also at Pioneer, will be compensated \$10.35/hour. This position is available due to the transfer of Christina Mallery to a Cashier position at Pioneer.
 - d. **Resignation of Christina Mallery from her Noon Duty Supervisor position at Pioneer Elementary School** effective October 2, 2012. Posting is underway to fill this vacancy. Christina is resigning from her supervisor position as she has applied for and was awarded the Cashier position at Pioneer School instead.
4. Co-curricular contracts:
- a. There are 36 co-curricular contracts being submitted to the board for approval.

I. Superintendent's Report:

- Village/School Facilities Committee Update: A committee made up of members from the Village and District has been meeting to discuss the district's facility needs. The next phase is to meet on October 30th to review information from the architects and discuss how to engage the community.
- Thank you to the Ashwaubenon Optimist Club and those that participated in Octoberfest.
- Thank you to the AEF members and everyone that attended the AEF Zumbathon fundraiser.
- Hanes stated that the Alumni Committee attendance at the homecoming football game was a success. He stated this committee is really starting to take off!
- Thank you to the AEF, Green Bay Packers and Craig Balfanz for Cormier's new outside mini book library. This library allows parents, students and community members to have access to books free of charge.
- Matt Berkovitz signed a letter of intent to play hockey for the Wisconsin Badgers.
- The district is starting its annual United Way kick off. We welcome anyone interested in making a donation to United Way to join in the district's campaign.

J. Discussion/Presentation Items:

- 1. **Third Friday Count:** Hanes shared the 3rd Friday count data with the board. Resident enrollment is higher than expected. The board inquired about open enrollment out numbers. They asked if the increase from 52 in 2011-12 to 75 in 2012-13 had to do with the extended enrollment period.

	2012-13	2011-12
Resident Enrollment	2381	2446
Open Enrollment	828	681
Tuition Waivers	16	28
Tuition Paying/66.0301/Non-resident reductions	0	8
Total Enrollment	3225	3163

- 2. **Cormier Pickup and Drop off:** Hanes stated that the committee came back together to review the previous traffic flow study at Cormier. Space around the school is very limited. Engineers from the Village are reviewing the existing plans for revisions. Schmitt stated that currently \$78,000 has been budgeted for this summer to resurface the parking lot and create vestibule in the front. Hanes recommended waiting for the village engineer to come back with their recommendation and the total dollar amount it will involve. Mike Aubinger has agreed to have the Village incur some of the cost. It was suggested also look at a possible crosswalk between the school and the rail road museum. Hanes ended by stating that Maria and her staff are doing an outstanding job of directing students and visitors during the before and after school rush times.

K. Action Items:

1. **Line of Credit:** Lucius stated that every year the district establishes a line of credit to cover any cash short falls that may occur throughout the year. He recommended the setting up of a line of credit with Citizens Bank for \$2 million. There would be no fee for establishing this line of credit. The variable interest rate would be .65% above the 30 day LIBOR rate.
 - District has not used a line of credit in 9 years. This could change as we become less reliant on state aid and more reliant on property taxes.
 - The use would be for 2-3 days at a time incurring minimal interest.
 - Only fee for establishing this line of credit if for the attorney to review.

Lucius recommended the approval the \$2 million line of credit. Moved by VanLaanen seconded by VanDeKreeke to adopt the Line of Credit as presented. Aye 5, Nay 0. Motion carried 5:0.

2. **Policy updates – second read:** Hanes represented *Policy 6320 – Finances* for a second read and approval. This policy ensures that bids would be taken for any item costing over \$10,000. Moved by Laukka seconded by Halron to adopt the Policy Update as presented. Aye 5, Nay 0. Motion carried 5:0.
3. **Youth Options:** Sheedy explained that Youth Option opportunities are offered to students that have exhausted the curriculum in an area or when the high school does not offer a class that Youth Options does. This is typically limited to 1-2 classes per student. Emma will be permitted to take two of the three classes she is requesting. Students that request Youth Options are typically seniors. Moved by VanLaanen seconded by VanDeKreeke to adopt the Youth Options as presented. Aye 5, Nay 0. Motion carried 5:0.
4. **Budget and Levy Adoption:** Lucius presented the updates to the budget that was projected at the Annual Meeting. The General Funds budget increased by \$60,391 for a revised 2012-13 budget of \$30,209,079. Lucius reviewed the budget with the board. He recommended the board approve the proposed 2012-13 budget.

Lucius stated that the total 2012-13 Tax Levy for all funds is \$17,440,001. This is the same as the 2011-12 levy. The equalized mill rate is 9.30; this is up .26 cents. Lucius recommended the board approve the proposed tax levy.

Moved by VanDeKreeke seconded by Halron to adopt the Tax Levy of \$17,440,001 as presented. Aye 5, Nay 0. Motion carried 5:0.

Moved by Laukka seconded by VanLaanen to set the 2012-13 Budget as presented. Aye 5, Nay 0. Motion carried 5:0.

5. **Insurance Changes:** Lucius stated that our insurance plan is experiencing a high cost year. The insurance committee has done a great job of monitoring the costs of claims. As a result of the increase in costs, action needs to be taken to control costs and reduce the rate increase for the 2013-14 school year. The insurance committee reviewed a number of options and saw that changes could be made in the area of drug coverage. The following is being recommended by the committee and administration: Raise the cost of co-pays, add a 4th tier for specialty drugs and have a maximum out of pocket for drugs of \$1,000 individual and \$2,000 for family. The committee stated that the top five costs to the plan this year have been specialty drugs. The following outlines the current and proposed co-pays.

	Current Co-pay	Proposed Co-pay
Generic	\$5/\$5 mail order	\$10/\$20 mail order
Formulary	\$10/\$10 mail order	\$20/\$40 mail order
Branded	\$30/\$30 mail order	\$60/\$120 mail order
Specialty	N/A	\$75 mail order only

Drug supplies picked up at local pharmacies may provide up to a 30 day supply and mail order provides up to a 90 day supply. Specialty drugs would only be allowed a 30 day supply because of the high cost and short shelf life.

It is being recommended that the board approve the proposed change to the drug co-pays with an effective date of January 1, 2013. Moved by VanLaanen seconded by VanDeKreeke to adopt the changes to the district's health insurance drug coverage plan as presented. Aye 5, Nay 0. Motion carried 5:0.

L. Board & Superintendent Communications:

- The Alumni Association will provide a formal presentation at the next meeting.

M. Future Board Meetings & Topics:

1. The next board meeting is scheduled for Monday, November 26, 2012, at 6:30 pm.

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 purpose of considering employment, promotion, compensation, or performance evaluation data of any public employee.

O. Executive session:

Moved by VanLaanen seconded by Halron to adjourn executive session at 7:33 pm. Aye 5, Nay 0. Motion carried 5:0.

P. Return to open session:

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

Q. Action Items:

6. **Retirement Criteria Request:** Moved by VanLaanen seconded by VanDeKreeke to offer Nancy Bassindale partial early retirement, in response to her request. She will be offered, when she has 15 years of service in the district (and is over age 55), three-quarters of the early retirement plan for teachers offered at the time of her retirement. Aye 5, Nay 0. Motion carried 5:0.

R. Adjournment

Moved by VanLaanen seconded by VanDeKreeke to adjourn the meeting. Aye 5, Nay 0. Motion carried 5:0

Respectfully submitted,



Jay VanLaanen, Clerk