



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 24, 2011

6:30 p.m.

This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in the agenda.

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: Laukka, VanLaanen, Williams, VanDeKreeke, Halron
Board Members Excused: None
Others Present: Brian Hanes, Keith Lucius, Brian Nelsen, Jill Rhude, Brad Taylor, Matt Anderson, Kurt Weyers, Melanie Lasee, Francine Cook, Mark Sheedy, Kris Hucek, Maria Arena, Pete Marto

C. Declaration of quorum:

Quorum Present

D. Pledge of allegiance:

The pledge was recited

E. Adoption of Agenda:

Moved by VanLaanen seconded by VanDeKreeke 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** – Melanie Lasee, Francine Cook and the GAPP students presented on the GAPP events throughout the summer and fall. Lasee stated that 27 students visited Germany this summer from the district and 29 students from Germany visited Ashwaubenon. The program is sponsored by the Goethe Institute. It is a school to school exchange program that involves a family to family exchange of students. This program allows students from the opposite country to experience life as a resident while living with families. Lasee and Cook reviewed the students time in Germany and the activities they participated in. She thanked the teachers, administrators and parents for their support of the program.

G. Consent Agenda:

Moved by VanLaanen seconded by Laukka 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 12, 2011
2. The schedule of checks written 09/03/11 to 10/10/11
3. Staffing:
 - a. **Hire of Gina Jones** to the .20 FTE Grade 8-Social Studies, Limited Term position at Parkview Middle School, effective September 21, 2011. This FTE is in addition to her current 1.0 FTE Grade 6 Instructor position. Gina will be compensated an extra \$10,661.25 for this .20 FTE overload at Step 12 Lane G. This FTE was available due to increased enrollment.
 - b. **Hire of Lori Roethlisberger** to the 1.0 FTE ELL Instructor, Limited Term position at Pioneer Elementary School effective September 19, 2011. Lori will be compensated at Step 1 Lane A as an

Initial Educator in the amount of \$31,902.90. Lori was previously an Educational Associate with the District. This position is vacant due to the resignation of Victoria LeFevre.

- c. **Hire of Nancy Upstone** to the .50 FTE Educational Associate I – 4K Aide at Cormier School & Early Learning Center as of 9/9/11. Nancy is also currently a .29 FTE Educational Associate I – Clerk at Cormier School. She will become a .79 FTE employee and will be compensated \$13.71/hour. This position is vacant due to internal transfers created due to increase in enrollment in 4K.
 - d. **New hire of Carolyn Wevers** to the Educational Associate I-9 Month, Special Education Aide, 1.0 FTE position at Parkview Middle School effective 9/19/11. Carolyn will be compensated \$13.71/hour. This position is vacant due to Lori Roethlisberger accepting the position of an ELL Instructor with the District and moving from the Special Ed Aide position.
 - e. **Hire of Dyan Whitney** to the .20 FTE Grade 7-Social Studies, Limited Term position at Parkview Middle School, effective September 21, 2011. This FTE is in addition to her current 1.0 FTE Grade 6 Instructor position. Dyan will be compensated an extra \$12,202.71 for this .20 FTE overload at Step 15 Lane J. This FTE was available due to increased enrollment.
 - f. **Hire of Debbie Bodager** to the district Senior Volunteer Coordinator position. For the past three years we have worked with a Senior Volunteer coordinator. This recommendation will continue our efforts to increase Senior Citizen involvement and engagement with the district. I am very excited to recommend Debbie as she has the personality and skill set to continue and augment this program. Debbie will be compensated at \$10 per hour.
 - g. **Resignation of Kathryn Zahn** from her Noon Duty Supervisor position at Valley View effective immediately.
 - h. **New hire of Sara Demerath** to the Grade 4, 1.0 FTE, Limited Term position at Valley View Elementary School effective 10/18/11. Sara will be compensated at Step 1 Lane C = \$32,426.82. This position is vacant due to the resignation of Ryan Verrier.
 - i. **New hire of Christopher Knuth** to the full time Desktop Support Specialist position with the District, effective 10/24/11. Chris will be compensated \$16.50/hour for the 2011-12 school year. Chris will be compensated \$16.50/hour for the 2011-12 school year. This position is vacant due to the resignation of Matt Hornick.
4. Co-curricular contracts:
 - a. There are 22 co-curricular contracts being submitted to the board for approval.
 5. 2011 Financial Reports

H. Superintendent's Report:

- **Senior Volunteer Coordinator:** Hanes welcomes Debbie Bodager the Senior Volunteer Coordinator to the district. He stated that anyone interested in volunteering should contact Debbie through the district office.
- **Teacher Evaluation Advisory and Teacher Handbook Advisory Committees:** Two committees are being formed with representatives from all five schools. They will focus on the teacher handbook and the teacher evaluation program. The committees will meet twice a month. The completed work will be presented to the board.
- **Pupil Non-discrimination Audit:** Hanes stated that the school district is required to go through a Pupil Non-discrimination Audit every five years. This information will be presented to the board in November for approval.
- **Pedestrian Bridge over Hwy 172 District Survey:** The school district is conducting a survey at the request of the Village asking for parent feedback regarding the pedestrian bridge over Hwy 172.
- **Perkin Performance Award:** Thanks to the work of Mr. Ribbens and Mr. Hilbert the district received the Perkins Performance Award. The award recognizes career and technical education programs and student achievement in these areas. The award will be used to assist the FACE and Tech Ed areas with new initiatives.
- **Children's author visits school:** Thanks to the AEF and both elementary school parent teacher organization for bringing in children's author Katie McKy.

I. Discussion/Presentation Items:

1. **One to one Computer Update:** Anderson provided an overview of what is happening with technology in the schools.
 - Overdrive software allows students to have access to every book in the library.
 - Netbook software allows students to build presentations and interact with the Parmethian boards.
 - New software allows netbooks to be used by the Math department.
 - Teachers encourage students to use technology to research questions.
 - Jamie Averbek is helping to integrate technology into the classrooms
 - Skype is being used by principals to read books to students, by high school students to read to elementary students, by Prevea’s athletic trainer to interact with the physical education classes, and by business people working with students in business and FACE classes. Skype was recently used by a student who was not able to attend school. The teacher worked with the student to Skype into the class. Anderson said that the world has been able to enter the classroom through the use of Skype.
 - Some issues have come up but were able to be fixed immediately. Some netbooks have been damaged or broken due to bending in backpacks.
 - Every classroom at Pioneer and Valley View has a projector either on a cart or ceiling mounted.
 - Parkview is receiving netbooks for a mobile lab.
 - The district is looking at its options to eventually allow students to bring in their own devices or charging a student fee. In order to do this, questions about software need to answered.

J. Action Items:

1. **Board Policy and Bylaw Update – second read:** Hanes started off by stating that Dr. Jason Wurth from Bellin has been appointed the Medical Advisor for the district. A Medical Advisor is needed according to By Law 0100.

The board reviewed the recommended Policy and By Law changes from the last board meeting. They discussed the issue of board members using Skype when they are not able to attend a board meeting and the ability to vote. It was determined that board members may Skype in to attend a meeting but they will not be permitted to vote. All votes must be cast in person. If a board member is using Skype to attend a meeting and a vote is required, the topic can be tabled if needed. The board asked that this By Law be reviewed again next year.

Moved by Vanlaanen seconded by Laukka to adopt the Board Policy and Bylaw Updates as presented with changes as noted. Aye 5, Nay 0. Motion carried 5:0.

2. **Budget Adoption & Levy Certification:** Keith presented the final budget for approval. The proposed budget of \$29,906,182 is down \$147,495 from the budget proposed at the annual meeting.

Moved by Laukka seconded by VanDeKreeke to adopt the Final Budget of \$29,906,182 as presented. Aye 5, Nay 0. Motion carried 5:0.

Keith presented the property tax levy for board approval. The proposed total property tax of \$17,440,001 is up \$62,512 from the annual meeting. The Levy is down \$476,255 (2.66%) from last year. The equalized mill rate will be 9.063 per \$1,000 of value. This is the same as last year. The following makes up the Levy:

General Fund	\$14,759,951
Chargeback	\$62,050
Debt Service	\$2,268,000
Community Service	\$350,000
TOTAL	\$17,440,001

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

3. **Youth Options:** Sheedy explained that there are 3 Youth Option requests for the spring semester. The requests are for programs that exceed current course requirements (2 world language requests and 1 drawing and painting request).
- Are there any nursing students anticipated for the Spring? The medical terminology course being offered at AHS is drawing students to stay on campus.
 - Can the drawing and painting request be accomplished through an independent study? The student level is beyond what can be offered through an independent study.

Moved by Laukka seconded by Vanlaanen to adopt the Youth Options requests as presented. Aye 5, Nay 0. Motion carried 5:0.

4. **Renewal of Line of Credit with Bank First for cash flow purposes:** Lucius explained that a line of credit allows the district to borrow money as needed and pay it back as fast as possible. Over time, the district will be funded more by property taxes than State Aid. The cash flow will cover district expenditures until all taxes are received. Lucius stated the goal is to minimize outstanding loans. Lucius recommended the Board approve the Line of Credit through Bank First.

Moved by Vanlaanen seconded by VanDeKreeke to adopt the Renewal of Line of Credit through Bank First as presented. Aye 5, Nay 0. Motion carried 5:0

K. Board & Superintendent Communications:

L. Future Board Meetings & Topics:

- The next regularly scheduled Board meeting is Monday, November 28, 2011, at 6:30 pm.

M. Adjournment

Moved by VanDeKreeke seconded by Laukka to adjourn the meeting at 8:02 pm. Aye 5, Nay 0. Motion carried 5:0.

Respectfully submitted,



Jay VanLaanen, Clerk