



**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, November 9, 2009**

**6:30 p.m.**

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**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: Laukka, Van Laanen, Williams, Crowley, Aubinger.  
Board Members Excused: None  
Others Present: David Schmidt, Brian Nelsen, Jill Rhude, Keith Lucius, Brad Taylor, Kris Hucek, Maria Arena, Jennifer Kozak, Kurt Weyers, Michael Sheean, Pete Marto, Mark Sheedy, Sue Lindstrum-Ness

**C. Declaration of quorum:**

Quorum Present

**D. Pledge of allegiance:**

The pledge was recited

**E. Adoption of Agenda:**

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

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

1. Public Forum – Any citizen and/or delegations: Family members of Valley View presenters, driver’s education staff and students from AHS.
2. Student Presentations: Kurt Weyers welcomed Jean Miller and Valley View students Kate Rolling and Skye Vandeleeest. They spoke about Valley View’s GLOBE program.
  - Barnes and Noble displayed the art work of students in Valley View’s Paw Prints. Nature was the inspiration behind the art work.
  - Valley View students are working on their creative writing skills using computers to create stories.
  - Students participated in a poetry contest. Some participants will have an opportunity to have their work published.
  - Professor Numbers is coming! Professor numbers promotes math as fun, exciting and magical. Professor Numbers is a 50-minute numbers magic show.
  - October was Red Ribbon Week at Valley View. Red Ribbon is a drug awareness program.
  - 600 people attended the "Date with Dad" breakfast in cafeteria.
  - Craig Johnson presented on the Hero program.
  - The Spanish Club is going into its second year.
  - Community service programs will be ringing the bell for the Salvation Army.

- Barnes and Noble will be holding a family reading night. Valley View staff will read in the children's area of the store. 15% of sales will go to Valley View School.
- 24 stories were submitted to the Delta Kappa Gamma contest.
- Valley View students attended the Laura Ingalls Wilder play at Weidner Center
- The intermediate and tone choir will present Santa You Got Mail.
- Destination Imagination regionals will be held at AHS in March!

#### H. Consent Agenda:

Moved by VanLaanen, seconded by Laukka and Aubinger to approve consent agenda items 1,2,3,5,6,7,8. Aye 5, Nay 0. Motion carried 5:0.

Moved by VanLaanen, seconded by Laukka to approve item 4 of the consent agenda as follows: Aye 4, Nay 0, Abstain 1 (Aubinger). Motion carried 4:0:1.

1. Minutes of the regular meeting held Monday, October 26, 2009.
2. Minutes of the executive session held on Monday, October 26, 2009.
3. The schedule of checks written 10/21/09 – 10/30/09 (#76068 - #76076).
4. The schedule of checks written 10/21/09 – 10/30/09 (#76077)
5. The schedule of checks written 10/21/09 – 10/30/09 (#76078 - #76209)
6. The schedule of manual checks written 10/21/09 – 10/30/09 (#953 - #954)
7. The schedule of High School Athletic check written 10/20/09 – 10/30/09 (#12397- #12409)
8. Co-curricular contracts: There are 6 co-curricular contracts being submitted for Board approval.

#### I. Superintendent's Report:

**Parent Teacher Conference Scheduling** - Schmidt informed the board that parents have begun to schedule parent-teacher conferences online at the three elementary schools and the high school. This new process is at the request of teachers looking for a more efficient way of scheduling conferences. It will be used with the next set of conferences. Schmidt stated that like any new process, there will be bugs to work out. Brad has been working closely with each school and their tech teams to learn the ins and outs of the new program. So far it has gone smooth and saved at least 2 hours per person in time.

**Homework Helper** - Schmidt informed the board that they will be receiving a "homework helper" form by the end of the week. This form will help members and the administrative team to organize their thoughts for the November 30<sup>th</sup> work/planning session. This meeting will be 80% board input and 20% administrative input. Please use this opportunity to have your ideas addressed.

#### J. Discussion/Presentation Items:

1. **Village Survey** - Williams provided the board with a draft copy of a survey being sent out by the village. Aubinger stated this survey will be sent out to all citizens of the village with March's water bill. Placing it with the water bill will help to limit its length. The current survey is in a draft format and is to be used to promote thought on what topics/questions need to be included. The survey is being used as a tool to get feedback from the community. The village is asking the school district if they would be interested in adding questions to the survey.

Aubinger stated that some community members have offered to help put the survey together. They have experience developing surveys. He cautioned the group that the wording needs to be very specific so the average person is very clear on what they are reading.

Laukka expressed her concern that the word “rank” could be misleading. If people are asked to rank specific areas, they could rank the provided areas as a concern when in reality they may not be a concern to them at all.

Aubinger stated at this point the district needs to figure out what topics they want included so we can determine the questions we want to ask.

Crowley asked if the topics need to be determined at this meeting. Williams stated that topics like the importance of the need for a pool and auditorium could be included on the survey.

Aubinger suggested bringing potential topics to the November 30<sup>th</sup> planning session for discussion. Laukka asked if the survey would be available online. Aubinger stated that at this point it would not due to the cost of collecting this data.

It was decided to bring survey question ideas to the November 30<sup>th</sup> meeting or forward them to Schmidt.

#### **K. Action Items:**

##### **1. Spanish Program Trip**

Sheedy stated that the Spanish Program is planning a trip to Ecuador in June. Since the trip will take place in June, students will not miss any school. The trip would cost \$2500 for 16 days. Sue Lindstrum-Ness answered questions regarding the trip.

Laukka asked about the objectives of the trip. Susie stated it is an educational trip. The students will be in a class 5 of the 17 days. They will participate in cultural activities while touring Ecuador and the surrounding area. The students and adults will be staying in a family hotel owned by a friend of Meghan Oberstadt. Thirteen students and two parents have signed up so far.

Aubinger inquired if any parents have asked about the safety of students. Susie stated yes and that all measures are being taken to ensure student safety. Aubinger stated that this trip is in an area that is more politically tenuous than previous field trips. Laukka stated that on other trips security is hired at the hotels. Laukka asked Susie if she realized it is her job to be security.

Mark inquired if it would be considered a school sponsored event since it is being held in summer. Schmidt stated that the school board has a right to say no to the trip because of district liability concerns.

Laukka asked if the parents are responsible for the cost of sending a student home if there is a break in code. Susie stated they would be.

Schmidt stated that this trip helps to balance the opportunities provided to students in these clubs. He stated transporting students overseas and to other countries is a lot of work. He recognized the teachers for their efforts.

Williams asked that the board is updated shortly before the trip on the number of people participating.

Moved by Crowley, seconded by VanLaanen to approve the Spanish Program Trip. Aye 5, Nay 0. Motion carried 5:0.

##### **2. Board Policies – approval**

The board revisited the policies provided for review at the last meeting. Policy 2260.02 refers to defining an age of a child and should have Ohio changed to Wisconsin. Policy 3430.01 needs the word “months” inserted after the number 12 and a comma between the words adopted and foster.

Schmidt stated that we are about 6 months behind on reviewing policy changes. Another packet was just received. He felt we should be caught up in about 6 months.

Moved by Laukka, seconded by Aubinger to approve the policies as discussed with changes noted. Aye 5, Nay 0. Motion carried 5:0.

### 3. **Budget Carryover**

Keith reviewed the packet the board was provided on the Budget Carryover. He explained the carryover money is to be used for small equipment and consumable items. Keith suggested that the budget carryover program be permitted to continue because it allows principals to plan for larger dollar items, stops the over spending at the end of the year and gives staff more of an incentive to not spend every dollar.

Aubinger inquired if purchases are reviewed before they are made. There is no formal review of purchases. It is added to their local control budgets. It was reminded that per policy, large dollar items must come to the Board for review prior to purchasing.

VanLaanen asked if this money will be negatively aided. Keith stated yes but that it is a good year to be negatively aided.

Aubinger asked what the average local control budget is. Lucius stated that it varies. Each school gets a per pupil amount. He stated that principals were conservative at first and but now with experience will be less conservative.

Laukka asked for clarification as to how it will be spent. She stated it should have a student focus. Keith reassured her that the principals are conservative and wise about how they spend the money provided to them.

Moved by Aubinger, seconded by Laukka to approve the Budget Carryover as presented. Aye 5, Nay 0. Motion carried 5:0.

### 4. **Line of Credit Renewal**

Lucius stated that this item is a procedural item. He stated that a line of credit is maintained each year to protect us in case we come into a cash short fall. There is no cost to this unless we use it. Lucius stated that we did not borrow last year

Moved by Aubinger, seconded by VanLaanen to approve the Line of Credit Renewal as presented Aye 5, Nay 0. Motion carried 5:0.

### 5. **Driver’s Education**

Schmidt stated the district is looking at ways to be more efficient and cost effective. Currently the district teaches both the classroom portion and behind the wheel portion of driver’s training. There are at least 4 other vendors that do the same. After reviewing the financial end of the program, it is being questioned whether we should continue to compete in this area. It was stated that there may be students who do not have access to these other sources. These students need to be taken into consideration when making this decision.

Schmidt stated that since this agenda was first distributed, it has been suggested keeping the classroom portion and not continue on with the behind the wheel portion. This decision to keep the classroom portion and eliminate the behind the wheel portion is being brought to the board for approval.

The suggested program would allow students to take the classroom portion through the high school and seek another source to complete the behind the wheel. Aubinger asked if the district would put out a press release for these other resources. Lucius stated they would not.

Lucius reviewed the finance portion of the program and the 2008-2009 costs. He stated that the district operated at a loss. This fluctuated throughout the year by timing. He stated that the expenditures on list are direct expenditures only. Lucius stated that when speaking with other districts, they stated that when the state aid went away, the behind the wheel side also went away. He stated that the question arose about why we should be competing against another business when there is no advantage to the district. Lucius stated that in 2008, 266 students were eligible to participate in this program. Of the 266 eligible, 132 signed up, and 75 of these students took behind the wheel.

Williams asked for a breakdown on the costs collected from students. It was stated that the classroom portion is counted toward summer school aid and that the district would still get the 5 FTE for the classroom portion.

VanLaanen asked if we would reduce FTE if we provide only the classroom portion. Lucius stated we would not.

VanLaanen asked what expenditures would go away with behind the wheel going away. Lucius stated that a majority of the expenditures would go away.

Crowley asked how long we have had the Drivers Education program. The exact time frame was not known but it has been around for many years.

Aubinger asked how many vehicles we have for this program. Currently we have two. He inquired about the maintenance and repair costs.

Aubinger asked if the district is covered if something is hit with the car. Lucius stated the district are insured up to \$5,000 and beyond if needed.

Aubinger inquired about the possibility of a student not being able to get their license if this program is not offered. It was stated that previously we have only been unable to offer it once in summer school.

Crowley stated that this may not be the districts main mission but that the community expects it from us. It was also felt that if we are getting aided on it, we should not be experiencing a loss. He felt the program should be left as is. Laukka felt that we already changed the expectations of the community when we began charging for the program. VanLaanen felt the classroom portion should be kept but the behind the wheel should be eliminated. Laukka is in favor of keeping only the classroom portion.

Williams inquired what the driver's teaching fee schedule covers (does it include both the behind the wheel and classroom). Lucius was not aware of this breakdown. Aubinger felt the fee should be raised if it is a convenience issue. It was suggested including this topic on the upcoming village survey. Williams questioned if we are in competition with the private sector.

If we have reduction from the state we should keep the classroom portion. He suggested eliminating it all versus just a portion.

Crowley stated that if it means that only 75 students would be put out that is too many. Aubinger seconded those concerns.

Members of the driver education program present at the meeting felt that the program is a benefit for the community and students. This program is something that the community feels comfortable with and is accessible to them. They suggested raising the costs. They also felt that this could be an issue for students looking to open enroll into the district.

Aubinger stated that there is not a driver's education school within the village.

Moved by Crowley, seconded by Aubinger to approve the Driver's Education Program as is with both classroom and behind the wheel portion. Aye 2 (Crowley and Aubinger), Nay 3 (Williams, VanLaanen and Laukka). Motion fails 3:2.

Moved by VanLaanen, seconded by Laukka to approve the Driver's Education Program with the elimination of the behind the wheel portion and the keeping of the classroom portion. Aye 3 (Williams, VanLaanen, and Laukka); Nay 2 (Crowley and Aubinger). Motion carried 3:2.

Schmidt stated we will carry the current program through this summer to accommodate students that are registered. Lucius will meet with the driver's education group to discussion the future program.

**L. Board & Superintendent Communications:**

Schmidt read a letter from a parent praising the new online parent teacher conference scheduling. Aubinger stated he also has received feedback from parents regarding this new program.

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

- A 2-hour study/planning session is scheduled for Monday, November 30, 2009.
- The next regularly scheduled Board meeting is Monday, December 14, 2009.
  - Laukka inquired if both of these meetings start at 6:30 pm.
  - It was requested that all fees are revisited at a future meeting. It was requested that the history of the fee, what brought the fee about and are they comparable to other areas.

**N. Adjournment:**

Moved by Aubinger, seconded by VanLaanen to adjourn at 7:30pm. Aye 5, Nye 0. Motion carried 5:0

Respectfully submitted,



Jay Van Laanen, Clerk