



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, August 23, 2010

6:30 p.m.

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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, Halron, Aubinger
Board Members Excused: None
Others Present: David Schmidt, Keith Lucius, Jill Rhude, Brian Nelsen, Brad Taylor, Kurt Weyers, Dirk Ribbens, Pete Marto, Mark Sheedy, Maria Arena, Betsy Farah, Dr. Ashok Rai, Jennifer Younk, Karen Kohlbeck, Emily Ebert, Kathy Rolling, Connie VanLieshout

C. Declaration of quorum:

Quorum Present

D. Pledge of allegiance:

The pledge was recited

E. Adoption of Agenda:

Moved by Aubinger, seconded by Laukka to adopt the agenda as presented. Aye 5, Nay 0. Motion carried 5:0.

F. Citizens and/or delegations:

1. Public Forum – Any citizen and/or delegations: no issues presented.

G. Consent Agenda:

Moved by VanLaanen, seconded by Aubinger to approve the Consent Agenda items 1, 2, 3, 4, 6, 7, 8 and 9 as presented. Aye 5, Nay 0. Motion carried 5:0.

Moved by VanLaanen, seconded by Laukka to approve the Consent Agenda item 5 as presented. Aye 4, Nay 0, Abstain 1 (Aubinger). Motion carried 4:0:1.

1. Minutes of the regular meeting held on Monday, July 26, 2010.
2. Minutes of the executive meeting held on Monday, July 26, 2010.
3. Minutes of the regular meeting held on Monday, August 9, 2010.
4. The schedule of checks written 07-21-10 to 8-16-10 (#78311-#78908).
5. The schedule of checks written 07-21-10 to 8-16-10 (#78909).
6. The schedule of checks written 07-21-10 to 8-16-10 (#78910-#78991).
7. The schedule of manual checks written 07-20-10 to 8-16-10 (#135, #1021-#1028).
8. Staffing:
 - a. **New hire of Rebecca Thieme-Baeseman** to the .76 FTE German position shared between Pioneer Elementary and the High School effective with the 2010-2011 school year. Rebecca will be placed at Step 1 Lane A as an initial educator. She will receive \$24,979.03, based

upon the 2008-09 salary schedule. This position is available due to the retirement of Keith Halverson.

- b. **New hire of Sheila Dettmann** to the Noon Duty Supervisor position at Valley View Elementary effective with the 2010-2011 school year. Sheila will be compensated \$10.00/hour. This position is vacant due to the resignation of Flor Ayala.
 - c. **New hire of Danielle Le Sage** to the Foods Service Assistant & Cashier, .29 FTE position at the high school, effective with the 2010-2011 school year. Danielle will be compensated \$11.85/hour as a Food Service Assistant and \$12.29/hour as a Cashier. This position is available due to the transfer of Nancy Heyrman.
 - d. **New hire of Santa Zastrow** to the Food Service Assistant-Dishwasher, .29 FTE position at Cormier School & Early Learning Center effective with the beginning of the 2010-2011 school year. Santa will be compensated \$11.85/hour. This position is vacant due to the resignation of Lynn Miszewski.
 - e. **New hire of Amy Briski** to the Grade 1, 1.0 FTE, Limited Term position at Valley View effective with the beginning of the 2010-2011 school year. Amy will be placed at Step 1 Lane A as an Initial Educator. Her compensation, based upon the 2008-09 salary schedule, will be \$32,867.15. This position is vacant due to the transfer of Andy Bake.
 - f. **New hire of Katherine Bryzek** to the Grade 3, 1.0 FTE, Limited Term position at Pioneer Elementary School effective with the beginning of the 2010-2011 school year. Katie will be placed at Step 3 Lane F as an Initial Educator. Her compensation, based upon the 2008-09 salary schedule, will be \$43,055.97. This is a new position due to the increase in class size.
 - g. **Recall of employment of Mary Corkin** to a 9 month Ed Associate. The cost of the staff member will be approximately \$45,000 for salary and benefits for a full time Ed. Associate with family insurance coverage. We have applied for a transfer of service exemption to the Revenue Limit. This exemption would increase our 2010-11 revenue limit by \$45,000. The exemption amount will be included in the base for future years, so this additional revenue limit authority will carryover from year to year for the District.
9. Co-curricular contracts: There is 3 co-curricular contract being submitted for Board approval.

H. Superintendent's Report:

- **Ashwaubenon Education Foundation:** The Ashwaubenon Education Foundation was created to raise money for classroom grants. The target set by the foundation is \$500,000. So far they have raise \$150,000. Nine grants totaling \$10,000 were awarded by the foundation for the 2010-11 school year. The foundation will begin a full campaign with area businesses and district staff this fall.
- **Follow up from BOE Retreat:** In October, district Administrators and Directors will put together plans to address the top 5 topics discussed at the Board Retreat in August.
- **Sponsorship for the Extreme Home Makeover:** Schmidt thanked Ginny Laukka for her initiative in collecting books for the Extreme Home Makeover family. A Literacy Bookshelf was sponsored by the community. With the help of Barnes & Noble, Ginny was able to select and purchase 85 books for the bookshelf.
- **Staffing is complete as school will begin on September 1st:** A 3rd grade teacher was hired for Pioneer last week! Schmidt stated that principal feedback regarding growth in the schools is very optimistic.
- **Information Technology Coordinator:** Matt Anderson was hired today as the IT Coordinator. Matt has worked for the Green Bay School District for the last seven years. This will be brought to the next board meeting for approval.

I. Discussion/Presentation Items:

1. **Progress with Half Blocks at the High School:** Sheedy shared the half block schedule for the 2010-11 school year. About 20% of all students are in a half block class. He explained when these classes will fall in the day and how they will work. The change does comes with a small cost:
 - Students will now have a 45 minute lunch period versus 35 minutes.

- The kitchen will not have the downtime to clean between lunch groups.
- Half blocks on half days are 20 minutes in length class versus 43 minutes.

Sheedy stated that the overall course offerings will far outweigh any inconveniences with scheduling. He recognized Dave Steavpack, Dirk Ribbens and Paula Fenton for the work they put into figuring out this scheduling. He also stated that there are a small handful of students who may have to take an online course due to no match.

Discussion:

- The board inquired why the class size for the American Lit and Comp is lower than other classes. A companion course was needed for vocal and band.
- How were half block classes received by students? The initial PR blitz from last year was very positive from band and music students. This is the only feedback so far.
- How has this change been received by staff? Volunteers were in place before the scheduling began. It has not been an issue to this point.
- Are there any students participating in these skinnies that are non-music students? 90% are connected to band or music.

Schmidt stated that another update on half blocks will be given to the board in Spring.

2. **Update on enrollments for 2010:** Lucius stated that the numbers provided have changed since included on the agenda and will continue to change until school starts. He added that the number of open enrollment student is higher than budgeted. Lucius reviewed the revenue counts. He stated that we are seeing declines in resident enrollment and expected to see this continue but that open enrollment is helping with overall enrollment numbers.

Lucius and Schmidt will be reviewing past and future open enrollment and resident enrollment trends. Aubinger stated he would like to see where students are living in the village and what area of the village is seeing the most student decline.

3. **Improvements to softball diamond:** Lucius stated that the Ashwaubenon Girls Softball Association has done a lot of improvement and fundraising for the field 2 diamond. Lucius presented the plans for the most recent improvement requests. The improvements will be at no cost to the district. Lucius stated that AGSA presented their plans to the district and has made all requested changes to the plans.
4. **Update in policy 5517.014: Bullying (first read):** Schmidt stated that the State Assembly passed assembly bill 309 calling for changes in school bullying policies. The policy now includes definition, notification, record keeping and reporting. Every school district in the state is required to make changes to their bullying policy.

Discussion topics:

- Who is responsible for enforcing the consequences? Each school has someone designated (typically principals or administrators depending on who the complaint is about). It was felt that this needs to be clearly stated in the policy.
 - Are most of these our changes or from Neola? These changes are mainly what is being mandated by the new assembly bill.
 - It was felt that the district's policy is better and includes more than what Neola has added.
 - How will this be distributed annually? It will be included in the calendar next year and may be required by law to be distributed in other ways.
5. **Wellness Policy 8510 (first read):** Lucius recognized the committee for working through the summer to make recommended changes to the wellness policy. Keith read through the changes in the policy.

Discussion topics:

- The board stated that the village is in the process of putting together a wellness policy and will work to promote it throughout a wider area. The committee would like to see the school district partner with the village and have a member of the village on the committee.
- One suggestion is for the district to look at maximizing the scheduling of lunch and recess to eliminate or reduce the wasting of food and help promote more time spent eating.
- What is the policy on bottled water? Bottled is allowed and will continue to be allowed.
- The largest change is the recommending of specific goals and reviewing these goals annually at the annual meeting. It was felt that there would be a better time than the annual meeting for reviewing these goals. Keith went through the goals and how they would be measured.
- The Board stated that this is the only policy that has goals. They questioned whether goals should be part of a policy. Keith stated that they could be part of the guidelines or put them in the continuous improvement plan. As part of the continuous improvement plan, the board, administrative team and staff would frequently view this information. They will get more than one year's focus. These would become a target within that goal.
- The overall goal is to move forward wellness in the district. We need to be focusing on new goals as we accomplish existing goals.
- We need to focus on the messages we give (i.e. not selling candy bars in the cafeteria yet we sell them as fundraisers). It needs to be made important at the district level. It should have an annual review. It was felt that if an annual review is not done, we will not assess our progress.
- Karen Kohlbeck stated that the current wellness policy was put in place in 2006 as a mandate and nothing has moved since then. Given this history, the policy is not located in a place that parents can find readily. Schmidt suggested the overall policy is reviewed less often but the goals are review frequently. Schmidt reviewed the goals of the district.
- It was stated that is it hard to educate adult (parents) on their own wellness. How would this be accomplished? Parents need to understand the role of how wellness helps academic achievement. It was suggested we limit what students can bring in for snacks. It was felt that if we start narrowing this area for parents, we will face a political downfall. It was felt that not everyone is to the point where we need them in understanding the importance of wellness. We can state what is desired but the policing and limiting can be hard.
- Schmidt stated that guidelines will give us the consistency we need in meeting the policy. Without the guidelines we will not have consistency.
- Williams stated we have come a long way since this was first initiated. This has made a huge impact on what kids are eating. This policy has had more impact on our kids than anything else we have done.
- Betsy discussed the current policy and what those changes have done. The current policy has given students more choices that include more fiber and more fruit. She stated that students are requesting more foods choices (i.e. cook on demand, limited desserts, non fat dairy offerings, no candy bars, etc.).
- Schmidt reminded the group that we run one of the largest restaurants in the area and we need to make sure we are responsible for making sure we are feeding students well.
- Williams thanked the committee and made the board available for comments.

J. Action Items:

1. **Corporate Wellness:** Schmidt stated that the district is looking for approval of a wellness plan for our staff with help from Prevea and others. He stated that the current policy calls for a wellness committee for our adults through unconnected activities. To some degree we are seeing the same people participating in these activities. Schmidt introduced Dr. Rai and Jennifer Younk from Prevea.

Dr. Rai spoke about corporate wellness. He stated that corporate wellness is meant to help make employees healthier and bring down the cost of health care. Prevea would like to work with the district to help design a wellness program that meets the needs of employees. Prevea has reviewed the district's healthcare claims to determine where the money is being spent. The largest amount of money being spent is on treating high cholesterol. A corporate wellness plan would focus on reducing the chronic illnesses not the catastrophic illnesses. Prevea would take its knowledge of healthcare and educate our staff.

Dr. Rai stated that Prevea has a wellness plan in place and has about 60% of its employees participating in it. Employees would select activities that would have a point value; the points could provide incentives. He stated that this does not require staff to partner with a health club but this type of activity would be encouraged.

Keith stated the insurance companies advocate wellness policies. Our self-funded insurance dollars would help pay for this.

Discussion:

- The board asked how we justify increasing health insurance rates on something we choose when it is time to negotiate. Lucius stated that it could be an issue but he does not see it as one of the major issues.
- Is Prevea's partnership with a particular health club facility the only option? No, there are other ways to track points at other facilities. Dr. Rai stated that Prevea partnered with Western Racquet rather than building a new facility. If employees chose to go to Western Racquet, points would automatically be tracked for them. Aubinger stated we have the facilities and equipment in the district versus going to an outside facility. People may feel more comfortable going to these locations versus a gym.
- How significant is the \$400 incentive? It is a relationship around an incentive not what the incentive is that gets people interested. Once they are interested and participate, they become addicted to a good thing.
- It has been proven that a wellness program built around healthcare claims and risk data is more successful. The data will be looked at annually. Staff engagement is looked at monthly.
- How does the \$50,000 breakdown? At this point, no dollars will be exchanged with Prevea. There will be opportunities for free educational services with their doctors and nurses. Schools and district employees will be needed and a stipend will be given to those people. These tasks will not affect class time or instructional time for these people. Schmidt will work with Jennifer Younk to design a survey. This would not start until November.
- Will there be a bonus for bringing in another person? Details of this plan will be put together more over the next few weeks.

Moved by Aubinger, seconded by VanLaanen to approve the conceptual plan for \$50,000 for Corporate Wellness as presented. Aye 4, Nay 0, Abstain 1 (Laukka). Motion carried 4:0:1.

2. **Change in policy 5518: Cell Phones and Electronic Communication Devices (second read):** Schmidt read the one change listed in italics. He stated that this change in policy will mainly affect the middle and high school. Principals will have the ability to write new rules for their schools.

Discussion:

- The board felt that there needs to be very clear direction with staff about what appropriate cell phone usage is. The phrase "cell phone must be off during all school activities" needs to be clearly listed.
- Can the use of a phone for a calendar be included in this policy? Ribbens stated that "passing time" can be used for this activity. He stated that class time is reserved for teacher directed activities versus discussing why the phone is being used.

- Some members of the board are still concerned about allowing cell phones in the classroom while others feel that we need to control and limit the use cell phone versus eliminating them completely.
- Moved by VanLaanen, seconded by Halron to approve Change in Policy 5518 as presented. Aye 5, Nay 0. Motion carried 5:0.

K. Board & Superintendent Communications:

- The Headstart Program is overseen by CESA. For the 2010-11 school year, it was moved from Cormier to Pioneer. Dave read through a letter from CESA thanking the district, Maria Arena, Pete Marto and Keith Lucius for the help in this transition from Cormier to Pioneer.
- Schmidt presented the certificate from WASB signifying the district's membership with their organization.
- Aubinger attended a conference where the Wisconsin Way Report was discussed. Various communities and labor unions discussed the economy and state budget. Aubinger stated that we can expect a lot of cuts over the next few years. Aubinger has a summary of the project. He will forward this to Schmidt.

L. Future Board Meetings & Topics:

- The next regularly scheduled Board meeting is Monday, September 13, 2010 at 6:30 pm.

M. Adjournment:

Moved by Aubinger, seconded by Laukka to adjourn at 8:14 pm. Aye 5, Nay 0. Motion carried 5:0.

Respectfully submitted,



Jay VanLaanen, Clerk