

SCHOOL BOARD OF EDUCATION MEETING
MONDAY, APRIL 11, 2016
SCHOOL DISTRICT OF PITTSVILLE

OFFICIAL SCHOOL BOARD OF EDUCATION MINUTES

I. Call to Order

A regular monthly meeting of the Pittsville School Board of Education was held on Monday, April 11, 2016 at 7:00 pm in the High School IMC. The meeting was called to order by President Hoogesteger.

II. Establish Quorum

Members present: Jane Wesely, Robert Wolff, Mandy Hoogesteger, and Kevin Zogleman. Administration present: Paul Vine, Interim Superintendent; Mark Weddig, High School Principal; Heather Friday, Elementary Principal.

III. Meeting Notice Certification

Meeting notice was posted on the doors at the Elementary School, High School, and Administration area and meeting notice was sent to the official newspaper, the *Wisconsin Rapids Daily Tribune* and also to the *Marshfield News Herald* and the *Pittsville Record*.

IV. Approval of Agenda

Motion was made by Jane Wesely, seconded by Bob Wolff, to approve the agenda for the April 11, 2016 meeting of the Pittsville School Board of Education. Motion carried (4-0).

V. Public Comments – No public comments.

VI. Consent Agenda Items

- A. Minutes of the Regular Meeting on March 14, 2016
- B. Financial Status
- C. Hiring Recommendations
 - 1) Ron Klein Recommended as 2nd Assistant Track Coach
- D. Retirement/Resignation

Motion was made by Jane Wesely, seconded by Bob Wolff, to approve items on the Consent Agenda. Motion carried (4-0).

V. Celebrations

- A. Family Health Night (Mar 31).** 169 parents/family members attended Family Health Night. Thank you to the staff for encouraging healthy lifestyles and healthy eating.
- B. Emergency Procedure Guidelines.** Guidelines were updated by Mark Weddig, Heather Friday, and Deb Zdun. Information on upcoming trainings was shared.
- C. High School Facebook Page.** Number of likes and hits to the HS Facebook page has skyrocketed. New videos have been added.

VI. Discussion/Action

- A. Rural Virtual School (RVA) 2016-17.** Chuck Hetzel, Medford Middle School Principal, presented information to the Board on the RVA program and how the district can benefit by becoming a member.
- B. First Reading of Updated Policy 110 School District Mission**
- C. First Reading of Updated Policy 120 School District Legal Status**
- D. First Reading of New Policy 342.7 Services for English Language Learners**
- E. First Reading of Updated Policy 453.1 Emergency Nursing Services**
- F. First Reading of New Policy 660 Internal Controls, All Types of Funds**
- G. First Reading of New Policy 672 Authority to Make Purchases and Enter Into Procurement Contracts**
- H. First Reading of New Policy 672.2 Standards of Conduct in Purchasing and Contracting**

- I. First Reading of Updated Policy 673 Payment Procedures**
- J. First Reading of New Policy 683 Management of Capital Assets**
- K. First Reading of Updated Policy 721 Safety Response Plan**
- L. First Reading of Updated Policy 823.1 Records Management and Retention (Old Policy 741)**
- M. First Reading of Updated Policy 881.1 Special Activity Funds Management**

No action taken. Items (B-M) will be placed on the May Board Agenda for second reading.

- N. Review Preliminary 2016-17 District Budget.** Paul Vine and Pam Tesch reviewed the preliminary budget information with the Board. Based upon projected enrollment and state aid projections, the district estimates a \$110,000 shortfall. This does not include additional health insurance or any wage increases. 2016-2017 expenditures could be reduced by changes in transportation, student accident insurance, and several other cost saving measures.

IX. Action

- A. Establishment of Pittsville Education Foundation.** Item tabled until May meeting.

- B. Review Applicants for Vacant School Board Position**

Motion was made by Bob Wolff, seconded by Kevin Zogleman, to appoint Connie Potter to the office of School Board member. The appointment is for an unexpired term which shall commence no later than April 25, 2016 and upon taking the official oath. President Hoogesteger directed the Clerk to take a roll call vote:

Jane Wesely	Yes	Mandy Hoogesteger	Yes
Bob Wolff	Yes	Kevin Zogleman	Yes

- C. 2016-17 CESA 5 Contract**

Motion was made by Jane Wesely, seconded by Kevin Zogleman, to approve the 2016-17 CESA 5 Contract as presented. Motion carried.

- D. Moving from Marawood Conference to Central Wisconsin Conference beginning 2017-18**

Motion was made by Bob Wolff, seconded by Kevin Zogleman, to approve moving from the Marawood Conference to the Central Wisconsin Conference beginning the 2017-18 school year pending approval by the Marawood Conference, WIAA, and Central Wisconsin Conference. Motion carried (4-0).

- E. Substitute Support Staff Pay Increase**

Motion was made by Kevin Zogleman, seconded by Jane Wesely, to increase the substitute support staff pay from \$9.50 to \$11.00 beginning June 1, 2016. Motion carried (4-0).

- F. District Insurance Committee Recommendation for 2016-17.** Discussion only. Item will be moved to the May meeting for possible action.

- G. Second Reading and Approval of Updated Policy 374 Fund Raising Activities**

- H. Second Reading and Approval of Updated Policy 671.2 Employee Reimbursement**

- I. Second Reading and Approval of Updated Policy 760 Food Services Management**

- J. Second Reading and Approval of New Policy 761 Free and Reduced Price Meals**

- K. Second Reading and Approval of New Policy 762 Vending Machines**

- L. Second Reading and Approval of New Policy 763 Management of Student School Meal Accounts**

Motion was made by Bob Wolff, seconded by Jane Wesely, to approve Policies 347 (Fund Raising Activities), 671.2 (Employee Reimbursement), 760 (Food Services Management), 761 (Free and Reduced Price Meals), 762 (Vending Machines), 763 (Management of Student School Meal Accounts) as presented. Motion carried (4-0).

- M. 2016-17 Requests for Early Graduation – HS Principal Mark Weddig**

Motion was made by Jane Wesely, seconded by Kevin Zogleman, to approve the requests for early graduation for four high school students for the 2016-2017 school year pending successful completion of all graduation requirements. Motion carried (4-0).

X. Reports

- A. High School Report – Mark Weddig, Principal.** Congratulations to Valedictorian Alissa Korslin, Salutatorian Brooke Zdun, Technical Excellence Scholarship Award Sara Minor, Academic Excellence Scholarship Award Alissa Korslin. Mr. Weddig also shared information on the Privilege Program and the Solutions Team.

- B. Elementary School Report – Heather Friday, Principal.** Mrs. Friday shared information on student testing, Family Health Night, and Summer School.
- C. Maintenance Report** – Dan Giles reviewed the maintenance report.
- D. Technology Report** – Chris Nepper discussed the progress of the Security Camera update project and other upcoming technology projects.

XI. Information

- A. Teacher, Administration Meeting Summary (March 10)** – The committee reviewed district positives, insurance, upcoming in services, staff appreciation, and staff breakfast.
- B. CESA 5 Representative for the Annual CESA Convention.** Jane Wesely will represent the District at the May 19, 2016 CESA Convention.
- C.** A Special School Board Meeting will be held on May 4, 2016 in the Administrative Conference Room at 5:00 p.m. to discuss 2016-17 Employee Handbook updates, 2016-17 Staff Compensations, 2016-17 Health Insurance.

(At 9:30 p.m., Deb Zdun administered the Oath of Office to Appointed Board Member Connie Potter. By statute, Connie was seated for the Closed Session proceedings.)

XII. Convene into Closed Session – The Board will consider moving into Closed Session as per Wisconsin State Statute 19.85(1)(c)(i)

Motion was made by Bob Wolff, seconded by Kevin Zogleman, to move into Closed Session as per Wisconsin State Statute – 19.85(1)(c). President Hoogesteger directed the Clerk to take a roll call vote:

Jane Wesely	Yes	Mandy Hoogesteger	Yes	Connie Potter	Yes
Bob Wolff	Yes	Kevin Zogleman	Yes		

- A. Review Maintenance Contract**
- B. Staff Handbook Updates**
- C. Staff Contract/Compensation Updates Resulting in Dept of Labor Salary Requirements**
- D. 2016-2017 Staff Compensation**

XIII. Reconvene into Open Session

Motion was made by Bob Wolff, seconded by Kevin Zogleman, to move out of Closed Session. Motion carried (5-0).

XIV. Act Upon Closed Session

- A. Review Maintenance Contract**
Motion was made by Kevin Zogleman, seconded by Bob Wolff, to approve the 2016-2019 Dashir Contract with agreed upon changes to be reviewed by the Board President. Motion carried (5-0).
- B. Staff Handbook Updates** – No action taken.
- C. Resulting in Dept of Labor Salary Requirements** – No action taken.
- D. 2016-2017 Staff Compensation** – No action taken.

XV. Adjourn

Motion was made by Bob Wolff, seconded by Jane Wesely, to adjourn at 9:00 p.m. Motion carried (5-0).

Jane Wesely, School Board Clerk