

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

SPECIAL SCHOOL BOARD OF EDUCATION MEETING
WEDNESDAY, MAY 4, 2016
SCHOOL DISTRICT OF PITTSVILLE
OFFICIAL SCHOOL BOARD OF EDUCATION MINUTES

I. Call to Order

A special meeting of the Pittsville School Board of Education was held on Wednesday, May 4, 2016 at 5:00 p.m. in the Administrative Conference Room.

II. Establish Quorum

Members present: Jane Wesely, Mandy Hoogesteger, Kevin Zogleman, Bob Wolff, and Connie Potter. Administration present: Paul Vine, District Administrator; Mark Weddig, High School Principal; Heather Friday, Elementary Principal; Stephanie Durrant, Human Resources; Pam Tesch, Business Services; Deb Zdun, District Secretary.

III. Meeting Notice Certification

Meeting notice was posted on the doors at the Elementary School, High School, and Administration Area and meeting notice was faxed 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 Bob Wolff, seconded by Connie Potter, to approve the agenda for the May 4, 2016 Special Meeting of the Pittsville School Board of Education. Motion carried (5-0).

V. Discussion on Updates to the 2016-2017 Employee Handbook

The Board and Administrative Staff reviewed suggested updates to Section 1 and 2 of the Employee Handbook. Administrative staff will continue to work on updates this month for possible June Board Meeting approval.

VI. The Board will move into Closed Session pursuant to Wisconsin State Statute 19.85(1)(c)

Motion was made by Bob Wolff, seconded by Connie Potter, to move into Closed Session as per Wisconsin State Statute – 19.85(1)(c)(e). 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		

Purpose: A. Discussion on 2016-2017 Staff Compensation
 B. Discussion on 2016-2017 Health Insurance

(Bob Wolff left the meeting at 7:00 pm)

VII. Reconvene Into Open Session

Motion was made by Jane Wesely, seconded by Connie Potter, to reconvene into Open Session. Motion carried (4-0).

VIII. Take any Action from Closed Session

A. Motion was made by Kevin Zogleman, seconded by Jane Wesely, that any eligible staff member retiring after July 1, 2016 will be given HRA in lieu of remaining on the district's health insurance. Motion carried (4-0).

B. Motion was made by Kevin Zogleman, seconded by Jane Wesely, to offer the health insurance \$2,000/\$4,000 and \$3,000/\$4,000 plans with matching co-pays at 85% district portion with employee contribution at 15%. Motion carried (4-0).

IX. Adjourn

Motion was made by Jane Wesely, seconded by Connie Potter, to adjourn at 8:50 p.m. Motion carried (4-0).

Jane Wesely, School Board Clerk

UNOFFICIAL MINUTES

ACCOUNT NUMBER	FUNCTION	Beginning Balance	April 2015-16 Debits	April 2015-16 Credits	2015-16 YR Debits	2015-16 YR Credits	Ending Balance
930000	CHANGE IN FUND BALANCE						
10 Q 000 000 930000 000	CHANGE IN FUND BALANCE	0.00	907,816.87	1,280,791.25	6,528,402.26	6,864,044.81	-265,534.66
10 Q 000 000 931100 000	RESERVE FOR ENCUMBRANCES	0.00	22,665.50	37,362.93	479,476.53	500,751.68	-9,519.64
10 Q 000 000 938900 000	Assigned Fund Balance	-90,000.00	0.00	0.00	0.00	0.00	-90,000.00
10 Q 000 000 939100 000	Revenue Stabilization - Un	0.00	0.00	0.00	0.00	0.00	-100,000.00
10 Q 000 000 939200 000	Working Capital - Unassigned	0.00	0.00	0.00	0.00	1,563,538.56	-1,563,538.56
10 Q 000 000 939300 000	Contingencies - Unassigned	0.00	0.00	0.00	0.00	100,000.00	-100,000.00
10 Q 000 000 939400 000	Emergency - Unassigned	0.00	0.00	0.00	0.00	100,000.00	-100,000.00
10 Q 000 000 939900 000	Unassigned Fund Balance	-1,863,538.56	0.00	0.00	1,863,538.56	0.00	0.00
10 Q --- --- 93-----	*CHANGE IN FUND BALANCE	-1,953,538.56	930,482.37	1,318,154.18	8,971,417.35	9,228,335.05	-2,228,592.86
930000	CHANGE IN FUND BALANCE						
21 Q 000 000 930000 000	CHANGE IN FUND BALANCE	0.00	8,087.67	7,963.85	76,131.41	88,898.10	-12,760.69
21 Q 000 000 931100 000	RESERVE FOR ENCUMBRANCES	0.00	1,080.85	1,080.85	13,129.33	13,129.33	0.00
21 Q 000 000 938900 000	Assigned Fund Balance	-73,858.45	0.00	0.00	0.00	0.00	-73,858.45
21 Q --- --- 93-----	*CHANGE IN FUND BALANCE	-73,858.45	9,168.52	9,044.70	89,260.74	102,027.43	-86,619.14
930000	CHANGE IN FUND BALANCE						
27 Q 000 000 930000 000	CHANGE IN FUND BALANCE	0.00	74,716.35	83,327.18	861,438.37	861,438.37	0.00
27 Q 000 000 931100 000	RESERVE FOR ENCUMBRANCES	0.00	4,332.09	4,332.09	13,485.32	13,485.32	0.00
27 Q --- --- 93-----	*CHANGE IN FUND BALANCE	0.00	79,048.44	87,659.27	874,923.69	874,923.69	0.00
930000	CHANGE IN FUND BALANCE						
38 Q 000 000 930000 000	CHANGE IN FUND BALANCE	0.00	50,301.00	50,306.53	347,620.93	317,831.32	29,790.36
38 Q 000 000 936320 000	Restricted for Other Debt Svc	-35,652.14	0.00	0.00	0.00	0.00	-35,652.14
38 Q --- --- 93-----	*CHANGE IN FUND BALANCE	-35,652.14	50,301.00	50,306.53	347,620.93	317,831.32	-5,861.78

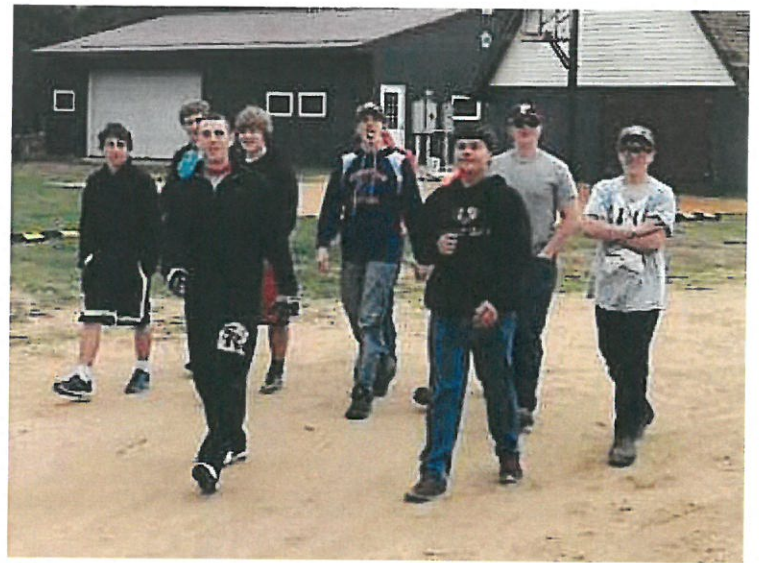
ACCOUNT NUMBER	FUNCTION	Beginning Balance	April 2015-16 Debits	April 2015-16 Credits	2015-16 YR Debits	2015-16 YR Credits	Ending Balance
930000	CHANGE IN FUND BALANCE						
49 Q 000 000 930000 000	CHANGE IN FUND BALANCE	0.00	0.00	0.00	1,516,277.72	444,689.72	1,071,588.00
49 Q 000 000 936900 000	Restricted Fund Balance	-1,080,742.00	0.00	0.00	0.00	0.00	-1,080,742.00
49 Q --- --- 93----- ---	*CHANGE IN FUND BALANCE	-1,080,742.00	0.00	0.00	1,516,277.72	444,689.72	-9,154.00
930000	CHANGE IN FUND BALANCE						
50 Q 000 000 930000 000	CHANGE IN FUND BALANCE	0.00	33,839.68	50,368.09	243,996.44	248,835.42	-4,874.03
50 Q 000 000 931100 000	RESERVE FOR ENCUMBRANCES	0.00	4,060.00	4,060.00	0.00	4,060.00	0.00
50 Q 000 000 936500 000	Restricted For Food Svc Progrm	-10,454.50	0.00	0.00	0.00	0.00	-10,454.50
50 Q --- --- 93----- ---	*CHANGE IN FUND BALANCE	-10,454.50	37,899.68	54,428.09	248,056.44	252,895.42	-15,328.53
930000	CHANGE IN FUND BALANCE						
60 Q 000 000 930000 000	CHANGE IN FUND BALANCE	0.00	214.38	214.38	9,601.48	9,601.48	0.00
60 Q 000 000 931100 000	RESERVE FOR ENCUMBRANCES	0.00	214.38	214.38	9,601.48	9,601.48	0.00
60 Q --- --- 93----- ---	*CHANGE IN FUND BALANCE	0.00	428.76	428.76	19,202.96	19,202.96	0.00
930000	CHANGE IN FUND BALANCE						
72 Q 000 000 930000 000	CHANGE IN FUND BALANCE	0.00	0.00	466.93	4,000.00	10,459.56	-6,459.56
72 Q 000 000 935200 000	Corpus of Permanent Fund	-204,438.72	0.00	0.00	0.00	0.00	-204,438.72
72 Q 000 000 936900 000	Restricted Fund Balance	-18,942.70	0.00	0.00	0.00	0.00	-18,942.70
72 Q --- --- 93----- ---	*CHANGE IN FUND BALANCE	-223,381.42	0.00	466.93	4,000.00	10,459.56	-229,840.98
Grand Equity Totals		-3,377,627.07	1,107,328.77	1,520,488.46	12,070,759.83	11,250,365.15	-2,575,397.29

Number of Accounts: 25

Earth Day – Great Day for Great Cause !!







Forensics State Competition

On April 15th and 16th, 40 PHS students traveled to Madison to compete in the nation's oldest speaking contest.

Gold with perfect scores of 25: Senior Cheryl Soetebier-Solo Acting "Fatima"; Freshman Anna Steder- Prose "Eleven"; and Freshmen Sarah Downs, Laney Garrels, Amanda Orner, and Amanda Piotrowski- Play "Road Trip".

Silver Medals with scores of 24/23: Brooke Zdun- Farrago; Austin Carlson, Katie Hardinger, Cedric Neve, Jack Zdun, Joshua Zogelman-Group Interpretation; Alissa Korslin, Kayla Larson, Tiffany Snook, Lindsey Winterhack, and Mackayla Wayerski- Group Interpretation; Jessica Fuller- Prose; Martin Schwanebeck- Solo Acting; Kacey Soetebier- Poetry, Ava Fortner, Heather Schubert, Elizabeth Schultz, Mechayla Zeinert- Group Interp; Lydia Sanken-Prose. Aaron Ickler, Bethany Strenn, Adrienne Week-Play.

Bronze Medal with scores of 22-20: AJ Danischefsky-Extemporaneous; Martina Schultz (Amber Guden)- Demonstration; Luke Denniston, Paul Downs, Dani Grimm, Miranda Ortner, Trevor Winterhack- Group Interp; Michiel Mundt-Poetry; Daniel Piotrowski- Radio, Jesse Poppy-Radio; and Tara Minor- Prose.

The team is coached by Ms. Sarah Freedlund and Ms. Abigail Brown.



FCCLA students are going to Nationals!!

13 FCCLA members competed at State Competition Tuesday, April 19th at the Kalahari Resort. We are so proud of how the students did, here are their results:

Tara Minor & Mandi Ortner;
Environmental Ambassador- earning
BRONZE

Skye Klein; Recycle & Redesign-
earning BRONZE

Morgan Masanz; Recycle &. Redesign-
earning SILVER

Jack Zdun, Austin Carlson and Jenna
Hughes; Life Event Planning- earning
SILVER

Alissa Korslin, Kayla Larson and Marie
Simonet; Life Event Planning- earning
GOLD

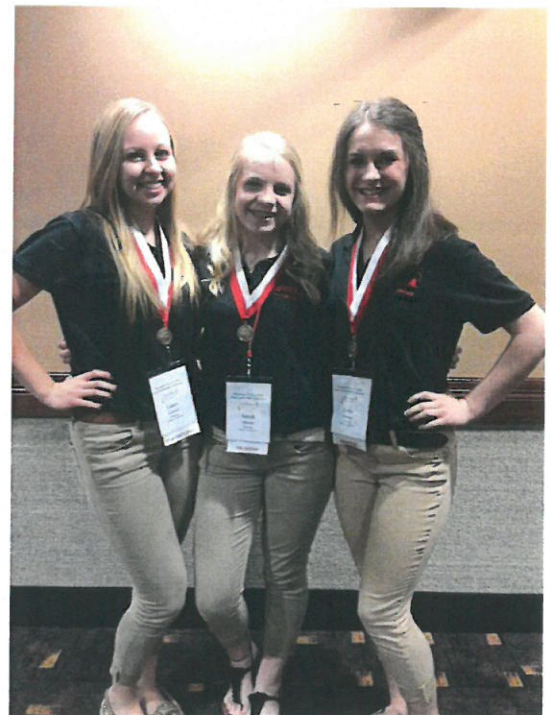
Laney Garrels, Lydia Sanken and Sarah
Downs; Focus on Children- earning
GOLD and going onto NATIONALS in
San Diego, California this July!!!!!!!



From Sarah Downs, Lydia Sanken, and Laney Garrels

Our project was in the FCCLA Star Event category of Focus on Children. The challenge asked us to 'plan and conduct a child development project that has a positive impact on children and the community'.

We decided to name our specific project Growing Up Healthy. Our group did research on healthy snacks, ingredients, and calories and created a display and oral presentation with the information we collected. We presented our information at the health fair, 4h, and talked to the looping class. Before nationals, we hope to present to community members a few more times, talk to someone about getting healthier choices at the concession stand, and possibly make a video about the benefits of healthy eating for kids.



FBLA State Competition

The Regional Competition was held on February 6, 2016 in Abbotsford where 725 members from 23 surrounding FBLA chapters competed. Only the top 3 of an event advance to State.

- Colton Ortner took first place in Cyber Security! His event consisted of an online test. He prepared for State by taking numerous online practice tests.
- Josh Zogleman, Austin Carlson and Sander Bronstad took second place in Global Business. Their event also consisted of an online test.

As a side note: Pittsville won an award for "Largest Market Share" and we also won the "Minute to Win It" trivia contest! Numerous other students advanced to State, but I only provided information about those that advanced to Nationals.

The State Competition was held on April 11 -12, 2016 in LaCrosse. Only the top 4 of an event advance to Nationals.

- Colton Ortner took another "Cyber Security" online test.
- Josh Zogleman, Austin Carlson and Sander Bronstad took the initial test in Global Business. Based on the results from the initial test, the top 8 made it to the final round where they were given a scenario to solve and then present to a panel of 3 "judges". The "judges" are business people that have knowledge of the event.

The National Competition will be held June 29 - July 2 in Atlanta, Georgia. The boys continue to take practice test in preparation for the National Competition.



**SCHOOL DISTRICT OF PITTSVILLE
BOARD POLICY**

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INSTRUCTION

ACADEMIC ACHIEVEMENTS GRADUATION REQUIREMENTS

EARLY GRADUATION

345.61

The Board of Education may grant early graduation to students who have completed all graduation requirements by the end of their seventh semester. A formal application must be made to the Principal by March 15th, and will be presented at the April School Board Meeting of the student's junior year. The student must have documentation that all of the graduation requirements will be met by the end of the 7th semester. This application must include a statement of the student's post-secondary educational, military, or career plan. Parent approval of early graduation is necessary if the student is under 18.

Cross Reference: High School Student Handbook, Graduation Requirement

<i>First Reading:</i>	<i>August 13, 2007</i>
<i>Second Reading/Approval:</i>	<i>September 10, 2007</i>
<i>First Reading Update:</i>	<i>May 9, 2016</i>
<i>Second Reading/Approval:</i>	<i>June 13, 2016</i>