

SCHOOL BOARD OF EDUCATION MEETING
MONDAY, MAY 9, 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, May 9, 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, Kevin Zogleman and Connie Potter. 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 Connie Potter, to approve the agenda for the May 9, 2016 meeting of the Pittsville School Board of Education. Motion carried (5-0).

V. Public Comments – No public comments.

VI. Reorganization of the Board of Education

A. Election of President

Motion was made by Jane Wesely, seconded by Connie Potter, to nominate and approve Mandy Hoogesteger, as School Board President. Motion carried (5-0).

B. Election of Vice President

Motion was made by Jane Wesely, seconded by Kevin Zogleman, to nominate and approve Bob Wolff, as School Board Vice President. Motion carried (5-0).

C. Election of Clerk

Motion was made by Kevin Zogleman, seconded by Connie Potter, to nominate and approve Jane Wesely, as School Board Clerk. Motion carried (5-0).

D. Election of Treasurer

Motion was made by Jane Wesely, seconded by Connie Potter, to nominate and approve Kevin Zogleman, as School Board Treasurer. Motion carried (5-0).

E. Designation of Official Depository

Motion was made by Bob Wolff, seconded by Kevin Zogleman, to approve Associated Bank, Abby Bank, and the State of Wisconsin Liquid Asset Fund as the District's Official Depositories. Motion carried (5-0).

F. Designation of Official Newspaper

Motion was made by Jane Wesely, seconded by Connie Potter, to approve the Wisconsin Rapids Daily Tribune as the District's Official Newspaper. Motion carried (5-0).

G. Appoint WASB Representative

Motion was made by Connie Potter, seconded by Kevin Zogleman, to approve Bob Wolff as the District's WASB Representative. Motion carried (5-0).

H. Appoint CESA Representative

Jane Wesely was approved as the District's CESA Representative at the April School Board Meeting.

I. Establish Days and Times of School Board Meeting

Motion was made by Kevin Zogleman, seconded by Jane Wesely, to set the days and times of School Board meetings as the second Monday of the month at 7:00 pm with the exception of changing the meeting to a date and time when deemed necessary. Motion carried.

VII. Consent Agenda Items

- A. Minutes of the Regular Meeting on April 11, 2016
- B. Minutes of Special Meeting on May 4, 2016
- C. Financial Status
- D. Hiring Recommendations
- E. Retirement/Resignation – Douglas Downing, 4th Grade Teacher (*The Board would like to thank Doug for his years of service and dedication to the district. We wish him well in his retirement.*)

Motion was made by Bob Wolff, seconded by Connie Potter, to approve items on the Consent Agenda. Motion carried (5-0).

V. Celebrations

- A. **Earth Day Activities** – On Friday, April 21, Pittsville high school students participated in Earth Day. Activities included resident yard and cemetery clean up, ice cream floats, movies, and kickball.
- B. **Forensics State Competition** – Ms. Freedlund shared information on their recent trip to state Forensics. 40 students attended from PHS. Our school has been going to state for 40 years. Josh Zogleman and Austin Carlson shared their experience.
- C. **FCCLA State and National Competition** – Laney Garrels, Sarah Downs, and Lydia Sanken presented their demonstration that they will be taking to national competition this summer.
- D. **FBLA State and National Competition** – Colton Ortner, Josh Zogleman, and Austin Carlson spoke on qualifying for nationals.

IX. Discussion/Action

A. Establishment of Pittsville Education Foundation

Motion was made by Kevin Zogleman, seconded by Bob Wolff, to approve establishing an educational foundation with the Marshfield Community Foundation (MACF). Motion carried (5-0).

B. Security Camera Recommendation

Motion was made by Jane Wesely, seconded by Bob Wolff, to approve IB System's bid for Security Camera updates for the district. The Board authorized \$43,500.00 to purchase and install some of the equipment. The remaining equipment and installation may be completed using year-end funds. Motion carried (5-0).

C. 2016-17 Student Accident Insurance

Motion was made by Connie Potter, seconded by Jane Wesely, to approve student insurance coverage through First Agency Insurance, keeping the standard insurance on PreK-12th grade students for an approximate cost of \$4,500 and eliminating district paid interscholastic athletic coverage, providing a savings of \$29,000. Motion carried (5-0).

D. First Reading of Updated Policy 345.61 Early Graduation – moved to second reading in June.

E. 2016-2017 Health Reimbursement Account (HRA), Short-Term Disability, and Flex Spending Account Renewal Updates – Stephanie Durrant updated the Board on renewals for July 1, 2016.

F. Summer custodial work schedule & policy/practice on overtime

Motion was made by Jane Wesely, seconded by Connie Potter, to approve the summer custodial work schedule of four 10 hour days to begin June 2 through mid-August with exact schedule to be determined by Buildings and Grounds Supervisor Dan Giles. Motion carried (5-0).

X. Action

A. Project Search 66.03 Agreement with Marshfield School District

Motion was made by Jane Wesely, seconded by Bob Wolff, to approve the 2016-2017 Shared Service for the Project Search 66.03 Agreement with Marshfield School District. Motion carried (5-0).

B. Second Reading of Updated Policy 110 School District Mission

C. Second Reading of Updated Policy 120 School District Legal Status

D. Second Reading of New Policy 342.7 Services for English Language Learners (Delete Policy 342.3)

- E. **Second Reading of Updated Policy 453.1 Emergency Nursing Services**
- F. **Second Reading of New Policy 660 Internal Controls, All Types of Funds**
- G. **Second Reading of New Policy 672 Authority to Make Purchases and Enter Into Procurement Contracts**
- H. **Second Reading of New Policy 672.2 Standards of Conduct in Purchasing and Contracting**
- I. **Second Reading of Updated Policy 673 Payment Procedures**
- J. **Second Reading of New Policy 683 Management of Capital Assets**
- K. **Second Reading of Updated Policy 721 Safety Response Plan**
- L. **Second Reading of Updated Policy 823.1 Records Management and Retention (Delete Policy 741)**
- M. **Second Reading of Updated Policy 881.1 Special Activity Funds Management**

Motion was made by Bob Wolff, seconded by Connie Potter, to accept the second readings and approve the updated/new Board Policies 110 (School District Mission), 120 (School District Legal Status), 342.7 Services for English Language Learners, 453.1 Emergency Nursing Services, 660 (Internal Controls), 672 (Authority to Make Purchase and Enter into Procurement Contracts), 673 (Payment Procedures), (683) Management of Capital Assets, 721 (Safety Response Plan), 823.1 (Records Management and Retention), 881.1 (Special Activity Funds Management). Motion carried (5-0).

N. 2016-17 Teacher Contract Renewal

Motion was made by Jane Wesely, seconded by Kevin Zogleman, to approve the listing of teachers recommended for 2016-2017 contract renewal. Motion carried (5-0).

O. Open Enrollment Applications for 2016-2017

Motion was made by Jane Wesely, seconded by Connie Potter, to approve the 2016-2017 Open Enrollment applications. Motion carried (5-0).

P. Rural Virtual School (RVA) 2016-2017

Motion was made by Kevin Zogleman, seconded by Bob Wolff, to approve joining the Rural Virtual Academy (RVA) as a full member for the 2016-2017 school year. Motion carried (5-0).

Q. Distance learning teacher (2) stipends

Motion was made by Kevin Zogleman, seconded by Bob Wolff, to approve a \$500 stipend each to Bob Piotrowski and Todd Steward as support teachers for students in distance learning classes. Motion carried (5-0).

XI. Reports

A. High School Report – Mark Weddig, Principal. Seventy-one AP tests were taken by students this year and foreign exchange student possibilities were shared with the Board.

B. Elementary School Report – Heather Friday, Principal. Teacher Appreciation Week, summer work on handbooks, summer school, and changes for next school year were discussed with the Board.

C. Maintenance Report – Dan Giles.

Motion was made by Jane Wesely, seconded by Kevin Zogleman, to approve Palmer’s Cornerstone Concrete bid of \$25,000 for concrete work at the elementary school. Motion carried (5-0).

D. Technology Report – Chris Nepper. Technology updates/upgrades and summer work was shared.

XII. Information

A. Update on Move from Marawood Conference to Central Wisconsin Conference 2017-2018.

Dr. Vine stated the Marawood Superintendents have denied Pittsville’s request to move to the CWC in 2017-2018. This decision is being appealed.

XIII. 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. **Staff member retirement request**
- B. **2016-17 Staff Contract/Compensation**
- C. **Staff Evaluation update**
- D. **Staff Request for June Work Days**

XIV. Reconvene into Open Session

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

XV. Act Upon Closed Session

A. Staff Member Retirement Request

Motion was made by Connie Potter, seconded by Bob Wolff, to approve the retirement request for January 2017 from Nancy Brux with stipulated conditions. Motion carried (5-0).

B. 2016-2017 Staff Contract/Compensation

Motion was made by Kevin Zogleman, seconded by Connie Potter, to approve a 1% wage increase for all staff. Motion carried (5-0).

C. Staff Evaluation Update – Information only.

D. Staff Request for June Work Days

Motion was made by Connie Potter, seconded by Kevin Zogleman, to approve a \$425.00 per day stipend to new Superintendent Rodney Figueroa for five work days (June 20-24). Motion carried (5-0).

XVI. Adjourn

Motion was made by Bob Wolff, seconded by Jane Wesely, to adjourn at 11:54 p.m. Motion carried (5-0).

Jane Wesely, School Board Clerk