

**SCHOOL BOARD OF EDUCATION MEETING**  
**MONDAY, JULY 8, 2013**  
**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, July 8, 2013 at 7:00 pm in the Conference Room. The meeting was called to order by President Strenn.

**II. Establish Quorum**

Members present: Jane Wesely, Julie Strenn, Connie Potter, Lisa Schulz, and Robert Wolff. Administration present: Terry Reynolds, District Administrator; Mark Weddig, Senior High Principal; Kim Fischer, Elementary Principal; and Jeff Gast, Finance Director.

**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 Robert Wolff, seconded by Lisa Schulz, to approve the agenda for the July 8, 2013 meeting of the Pittsville School Board of Education. Motion carried.

**V. Public Comments - no public comments.**

**VI. Consent Agenda Items**

- A. Minutes of the Regular Meeting of June 10, 2013
- B. General Fund Invoices
- C. Approve Resignation of Instructional Staff

Motion was made by Robert Wolff, seconded by Lisa Schulz, to approve the items on the Consent Agenda. Motion carried.

**VII. Financial**

**A. Financial Status of the District**

A handout of the financial status of the District was discussed with the Board. Information was presented on 2012-13 year end, budget update (2013-14), and upcoming audit.

**VIII. Reports**

- A. Buildings and Grounds Director Introduction - Dan Giles**
- B. High School Principal**
- C. Elementary Principal**

Mark Weddig and Kim Fischer provided information on Student Handbooks.

**IX. District Administrator Report**

**A. Satellite Education Program (SEP) Update**

Terry Reynolds updated the School Board on the progress of the SEP program. A September 2<sup>nd</sup> start date for the program may need to be delayed due to governmental issues in China.

**B. Approve Athletic/Co-Curricular Assignments for 2013-2014**

Motion was made by Robert Wolff, seconded by Connie Potter, to approve the 2013-2014 Athletic Coaching Assignments as presented. Motion carried.

**X. School Board President Resignation/Realignment of School Board Officers**

- A. President -** Motion was made by Lisa Schulz, seconded by Jane Wesely, to nominate and approve Robert Wolff as School Board President. Motion carried.

**B. Vice President** - Jane Wesely

**C. Clerk** - Motion was made by Robert Wolff, seconded by Jane Wesely, to nominate and approve Connie Potter as School Board Clerk. Motion carried.

**D. Treasurer** - Lisa Schulz

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

Motion was made by Connie Potter, seconded by Lisa Schulz, to move into Closed Session as per Wisconsin State Statute - 19.85(1)(c). President Strenn directed the Clerk to take a roll call vote:

Jane Wesely	Yes	Lisa Schulz	Yes	Robert Wolff	Yes
Connie Potter	Yes	Julie Strenn	Yes		

Purpose:

- 1) PEA Base Salary Negotiations
- 2) PESPA Base Salary Negotiations
- 3) Administrative Contract Negotiations
- 4) Consider Hiring Business Education Instructor for 2013-2014
- 5) Consider Hiring Spanish Teacher for 2013-2014

**XII. Move out of Closed Session**

Motion was made by Robert Wolff, seconded by Jane Wesely, to move out of closed session. Motion carried.

**XIII. Act upon Closed Sessions**

- 1) No action taken on PEA base salary negotiations.
- 2) Motion was made by Robert Wolff, seconded by Connie Potter, to approve 2.07% negotiated base salary agreement with PESPA employees for 2013-2014. Motion carried (5-0).
- 3) Motion was made by Jane Wesely, seconded by Lisa Schulz, to approve Administrative Contracts for 2013-2014 which includes a 2.07% salary increase. Motion carried (5-0).
- 4) Motion was made by Lisa Schulz, seconded by Robert Wolff, to approve hiring Kate Kaster as 7-12 Business Education Instructor. Motion carried (5-0).
- 5) Motion was made by Connie Potter, seconded by Jane Wesely to approve hiring Alexandra Jicinsky as 7-12 Spanish Instructor for 2013-2014. Motion carried (5-0).

**XIV. Adjourn**

Motion was made by Lisa Schulz, seconded by Robert Wolff, to adjourn at 9:20 p.m. Motion carried.

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Connie Potter, Clerk

**SPECIAL SCHOOL BOARD OF EDUCATION MEETING  
TUESDAY, JULY 23, 2013  
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 Tuesday, July 23, 2013 at 6:00 p.m. in the Conference Room.

**II. Establish Quorum**

Members present: Jane Wesely, Julie Strenn, Connie Potter, Lisa Schulz, and Robert Wolff.  
Administration present: Terry Reynolds, District Administrator.

**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 Julie Strenn, seconded by Jane Wesely, to approve the agenda for the July 23, 2013 Special Meeting of the Pittsville School Board of Education. Motion carried.

**V. SEP Consultant Contract Discussion / Approval**

Motion was made by Lisa Schulz, seconded by Jane Wesely, to approve the SEP Consultant Contract. Motion carried (4-1).

**VI. The Board will move into Closed Session pursuant to Wisconsin State Statute**

Purpose: 1) Employee Concerns - 19.85(1)(c) - The Board did not move into Closed Session.

**VII. Adjourn**

Motion was made by Julie Strenn, seconded by Lisa Schulz, to adjourn at 8:00 p.m. Motion carried.

Connie Potter, School Board Clerk

<p style="text-align:center"><b>SCHOOL DISTRICT OF PITTSVILLE BOARD POLICY</b></p>
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## **STUDENTS**

### **STUDENT RIGHTS AND RESPONSIBILITIES**

#### **USE OR POSSESSION OF ELECTRONIC COMMUNICATION DEVICES (ECD) 443.5**

The School District of Pittsville may prohibit pupils from using or possessing electronic communication devices such as cell phones while on premises owned, rented, or under control of the School District. This policy may allow for the use or possession of such a device by a pupil when the Principal determines that the device may be used or possessed for medical, school, educational, vocational, or other legitimate use. Annually, each student in the Pittsville School District shall be informed of this Board of Education policy. Electronic communication devices such as cell phones will be confiscated if the device is being used in a manner that is contrary to the Student Handbook guidelines.

Laser beam pens or similar devices are also prohibited.

*Updated: August 12, 2013*

BALANCE SHEET- July 31, 2013 - GENERAL FUND (Date: 7/2013)

ACCOUNT NUMBER	FUNCTION	July 2013-14		July 2013-14		2013-14		2013-14		Ending Balance
		Beginning Balance	Debits	Credits	Debits	YR Debits	YR Credits	YR Credits		
Grand Asset Totals		2,341,481.12	134,596.41	742,392.04	145,898.31	829,854.35	1,733,685.49			
Grand Liability Totals		-472,818.53	608,589.74	257,979.97	708,406.31	321,343.57	-122,208.76			
Grand Equity Totals		-1,868,662.59	333,991.58	76,805.72	376,677.73	79,784.43	-1,611,476.73			
Grand Totals		0.00	1,077,177.73	1,077,177.73	1,230,982.35	1,230,982.35	0.00			

Number of Accounts: 68

\*\*\*\*\* End of report \*\*\*\*\*

FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
08	GENERAL LONG-TERM OBLIGATIONS	0.00	0.00	0.00	0.00
10	GENERAL FUND	60,755.15	0.00	78,029.39	138,784.54
21	DONATIONS	-1,415.00	0.00	1,415.00	0.00
27	SPECIAL EDUCATION FUND	0.00	-690.69	690.69	0.00
***	Fund Summary Totals ***	59,340.15	-690.69	80,135.08	138,784.54

\*\*\*\*\* End of report \*\*\*\*\*

Ed Func	2011-2012 FY Activity	2012-2013 Budget	2012-2013 Thru 6/30/2013	2013-14 Original Budget	ACTIVITY TO DATE	2013-14 FYTD %
Grand Revenue Totals	8,914,173.27	8,743,763.56	8,585,211.85	8,411,134.20	851.00	0.03

Number of Accounts: 76

\*\*\*\*\* End of report \*\*\*\*\*

Fd Func	2011-2012	2012-2013	2012-2013	2013-14	ACTIVITY	2013-14
	FY Activity	Budget	Thru 6/30/2013	Original Budget	TO DATE	FYTD \$
Grand Expense Totals	8,814,090.73	8,743,763.56	8,425,779.57	8,521,999.24	319,537.36	4.58

Number of Accounts: 1102

\*\*\*\*\* End of report \*\*\*\*\*



August Report to the Board of Education  
August 12th, 2013  
Mark Weddig

1 - Coaches Handbook Changes

2 - Athletic Handbook Changes

3 - Frosh only day

Board of Education August 5 meeting

ES:

1. E books in the Library
2. RTI on the ES website
3. PBIS on the website

**SCHOOL DISTRICT OF PITTSVILLE  
BOARD POLICY**

**STUDENTS**

**STUDENT RIGHTS AND RESPONSIBILITIES**

**INTERROGATIONS/INTERVIEWS WITH NON-SCHOOL PERSONNEL**

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**A. General Guidelines**

1. All non-school personnel who have requested and gained permission to have contact with a student are required to report to the building principal's office (or his/her designee) before meeting with that student.
2. When law enforcement personnel are involved, they shall be as inconspicuous as possible. Summoning a student from a class or an activity shall be done by the building principal or his/her designee.
3. Summons to court and legal papers shall be served to students outside of school hours, unless such action follows point B-1 below.
4. Social workers and counselors from agencies outside the school shall counsel with a student only upon receipt of permission to do so by either the parent/guardian or agency holding legal custody. However, a County Department of Social Services investigating potential child abuse and neglect may, in the exercise of professional judgment, contact, observe, or interview a student, at school, without the permission of the student's parent/guardian.
5. Student records and other information shall be made available to non-school personnel in accordance with state law and established procedures. Law enforcement officer and court records may or shall be provided to the district in accordance with state law.

**B. Interviewing a Student at School**

1. Non-school personnel shall make every effort to conduct their business with students at a time other than during normal school hours. In the event it becomes necessary, and if it is in the best interest of the student for non-school personnel to see him/her during the school day, interviews should be coordinated with class schedules. Exam periods shall not be interrupted except in emergencies. The decision as to whether or not to grant an interview, and the time and place of such interview, shall be determined by the building principal or his/her designee.
2. Except as provided for in paragraphs B-3, B-4 and C-3 below, prior to requesting school permission to interview a student, law enforcement personnel or the principal or designee shall call the student's parent/guardian and obtain his/her permission for the interview. The building principal or designee shall be present during the interview. The parent/guardian shall also be present if so requested.
  - a. If the parent/guardian refuses permission, law enforcement personnel shall not question the student.
  - b. If the parent/guardian cannot be reached, law enforcement personnel shall not talk to the student except in an emergency situation. The determination of what constitutes an emergency is left to the

**SCHOOL BOARD POLICY  
INTERROGATIONS/INTERVIEWS WITH NON-SCHOOL PERSONNEL #445**

judgment of law enforcement personnel and the building principal or designee. The building principal or designee shall make the final determination.

Examples of an emergency situation would include: (1) reliable information that a student is going to run away; or, (2) reliable information that a student may be engaging in an activity that may be hazardous to himself/herself or others.

3. Law enforcement interviews occurring without parent/guardian permission shall occur in the presence of or with the knowledge of the building principal or his/her designee. Only the following are authorized:
  - a. Interviews where questioning is limited to gathering data from witnesses and no incriminating statements are elicited. In these cases, law enforcement personnel shall not be required to notify the parent/guardian that his/her son/daughter is being interviewed. However, the building principal or his/her designee shall be made aware of such interviews, and must be present for the interview to serve as the designated child advocate.
  - b. Interviews where the student seeks out law enforcement personnel and request an interview in private. Permission for the interview may be granted by the building principal or his/her designee.
  - c. Interviews where the student has been referred to social services by a school employee or by other appropriate sources for protective services in accordance with Board policy and/or state law including, but not limited to, child abuse/neglect and truancy. In these cases, the student may be interviewed with the knowledge of the building principal or his/her designee.
  - d. Interviews where there is a court order authorizing a student interview at school. The person authorized by such court order shall inform the building principal or his/her designee if he/she wishes to conduct the interview with the student in private.
4. Adult students shall be questioned or interviewed by law enforcement personnel in accordance with the guidelines set forth in this rule. However, the parent/guardian of an adult student need not be notified by law enforcement personnel requesting the interview. Prior to any such interview of an adult student, the building principal or his/her designee shall be informed as to whether or not the student's parent/guardian has been informed and whether or not parent/guardian permission for the interview has been obtained. If parent/guardian permission has not been obtained, the building principal or his/her designee, at his/her discretion, may require that parent/guardian permission be obtained before law enforcement personnel are allowed to proceed with the questioning of the adult student.
5. In other situations involving questioning of students by non-school personnel not covered above, the building principal or designee shall exercise appropriate judgment pertaining to each individual situation. He/she shall make every effort to cooperate with non-school personnel while maintaining the rights of the student.
6. When non-school personnel work with students with disabilities, they shall be apprised of possible limitations regarding factors such as communication and comprehension. The building principal or his/her designee shall be responsible for providing this information to the non-school personnel.