

# SCHOOL BOARD OF EDUCATION MEETING

MONDAY, SEPTEMBER 13, 2010

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, September 13, 2010. The meeting was called to order by President Wesely at 7:00 p.m. in the Conference Center.

### II. Establish Quorum

Members present: Jane Wesely, Connie Potter, MaryAnn Lippert, Julie Strenn, and Lisa Schulz. Administration present: Terry Reynolds, District Administrator; John Olig, High School Principal; JoAnn Sondelski, Elementary School Principal; Jeff Gast, Finance Director; Dick Koeshall, Director of Buildings and Grounds; Joe Dostal, Food Service Director; and Chris Nepper, Computer Technologist.

### 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 Lisa Schulz, seconded by Julie Strenn, to approve the agenda for the September 13, 2010 Regular Meeting of the Pittsville School Board of Education as presented. Motion carried.

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

### VI. Student/Staff Reports - Washington DC Trip

Jodie Sanken and her students presented information about their summer trip to Washington D.C.

### VII. Consent Agenda Items

- A. Minutes of the Regular Meeting of August 9, 2010
- B. Minutes of Special Meeting of September 8, 2010
- C. General Fund Invoices
- D. 2<sup>nd</sup> Reading and Approval - Student Policy 453.4: Administering Medications to Students
- E. Approve Post Secondary Options

Motion was made by Julie Strenn, seconded by Lisa Schulz, to approve all items on the consent agenda as submitted. Motion carried

### VIII. Financial

#### A. Financial Status of the District

A handout of the financial status of the District was presented and discussed with the Board.

#### B. Job Fund Updates

The Board was updated on the Obama Job Fund revenue which our District will receive \$141,880. The District will be able to use these funds to help off set some of the cost of salary and benefits of current staff. This will then free up funds to assist in the cost of the elementary roofing and air-conditioning project.

### IX. Reports

#### A. Director of Buildings and Grounds

- From the Maintenance Department's view, the school start up was a success. The buildings had a few problems, but nothing that would disrupt the classroom schedules.

- We have been able to keep up with the sports at this time. Mr. Reynolds has allowed our summer grounds keeper (Lance Balcom) to continue mowing when needed. That allows other staff to keep the football fields painted.
- The engineering firm that the district hired has spent time at the elementary school this past week. The consultant now has enough information from his inspection, along with the blueprints, to work on a couple of different alternatives for our heating and cooling issues on the primary wing. He hasn't given a time yet when his reports would be made available to us.
- Mr. Koeshall is working on getting quotes together for expected costs on the gym floor reconditioning, along with start up times and completion dates.

#### **B. Food Services**

- Start up in the kitchens went well. All the equipment is working and no breakdowns so far.
- Breakfast at the elementary school is off to a slow start, part of the problem may be from the confusing starting date.
- We will be starting breakfast at the high school Monday September 20. To help promote breakfast we plan on serving free breakfast to all high school students the week of September 20<sup>th</sup>. Breakfast will be served at 7:30 in the high school cafeteria. Even though breakfast is free the first week, students will still need to punch in their numbers for record keeping purposes only. There will be no charge for breakfast September 20 - 24, at the high school.

#### **C. Computer Technologies**

- **School Year Start** - A problem with the configuration of our desktop computers has delayed my rollout of updates to many of our computers. As a result most of the student computers in the classrooms either have limited usability or cannot be used at all at this time. All staff and teacher computers are not showing serious symptoms of this issue, and although there are still issues which need to be corrected, those computers are functioning normally at the moment. Mr. Nepper has been working with engineers and technicians from Skyward to try to isolate the problem, but it is a complicated issue and may involve the possible interaction of a wide range of computer settings and/or software/network applications on the computers. It appears the underlying cause for this may have been around for several years, but the issue never surfaced until we moved to our new network infrastructure, which relies much more upon a successful workstation registration process than before (particularly our new network printing system), and it is that failure of the registration process which appears to be the underlying cause of our problems.
- **New Servers** - Other than the problems listed above with our workstations, everything else appears to be working OK. Our new servers are operating smoothly, although there is still some follow up work that needs to be done to finalize some things.

#### **D. Elementary School**

- We had a great start to the school year. Kids were anxious to get back and showed up with beaming smiles on their faces! Our open house was well attended, though it appeared to have fewer in attendance in the past, but no data was kept on either year attendance so this is just an observation.
- We will not be doing a fundraiser this year as in past years.
- We have successfully begun our implementation of PBIS. Panthers are Responsible, Respectful, Honorable and Engaged is our universal motto! Our kick off was September 7th. All students will be instructed in the behavioral expectations. The PBIS team has done some remarkable work in getting this all arranged. A big thanks to them! PBIS is the focus of the elementary REACH grant which was successfully written by Mrs. Sondelski for the 2010-11 school year. This will be the last year that the REACH grant will be available to schools. DPI is taking a different direction with this initiative focusing in the future on RtI. Daily behavioral/discipline data will be entered by Mrs. Bisek, as school counselor and member of the leadership team, to help us keep track of the success of the program.
- We welcomed 51 new children to our school this year! Forty-one children were welcomed to our EC and 4K program and ten enrolled as new students transferring from other districts.
- We are excited to have begun an RtI program in the elementary school. This has been a work in progress for the past couple of years with a leadership group headed by Mr. Olig and Mrs. Sondelski leading the initiative district wide. At the elementary school, we have scheduled an RtI period daily in Grades K-3. This time will focus on increasing the achievement of students who did not meet grade

level benchmarks as indicated on the end of year math screener given in May, 2009. Grade level teachers met along with Paula Bisek, Leslie Niedfeldt, Tracy Neve, Cindy Schooley, Susan Walloch, and JoAnn Sondelski to develop a plan on how students would be divided and instructed during each specific RtI time. At the 4-8 grade level, study halls will be structured so as to provide additional help/support for those students who demonstrate a need. At the junior high level, the study halls will be divided into three groups---red, white, and blue. Students' grades and behavior will be monitored on a 2-week basis to determine the study hall placement of each child.

- News from the library: Reading is on the increase!!!! At the elementary school, total check-outs increased from 26,715 in 08-09 to 30,927 in 09-10. Thanks to Mrs. Young for providing this data!
- **UPCOMING EVENTS: September 21**-Our second annual Health night is planned. We hope to match or exceed the number of attendees we had last year! **September 29**-Healthy Smiles. **October 1**-Activity Day for 4K students and their parents. **October 5**-Picture Day. **October 6**-Walk to school day---a great opportunity for board members and other community members to show their support for our school and our students' healthy habits! More information on details coming. **October 13**-Vision and Hearing

### E. Senior High School

- The school year is off and running. It was great to see the freshmen and new students on September 1. The comments from those attending the annual freshmen/new student day were positive. The purpose of the day is to ease the transition to high school. The comments seem to indicate that we were successful. When the rest of the students arrived for class on September 2, the freshmen and new students had very few questions in regards to finding classes or even how to go through the lunch line. We also received some very positive publicity from the Marshfield News Herald.
- On September 2, with all the students in the building, the day started with a brief assembly in the gym, which included the introduction of new staff members. The students were handed schedules and the class day began. On September 7, the high school students were introduced to Positive Behavior Instructional Support (PBIS). The first component of PBIS is the teaching of expectations defining student behavior in the various areas.
- The first component of PBIS includes teaching the expected behaviors for different areas of the school. For example, in the student planners, there are rubrics for student behavior in areas such as the classroom, lunchroom, and cafeteria. The expectations are different in the different areas and the rubric helps to clarify the expectations based on the area the student is in. The PBIS kickoff on September 7, divided the students into small groups. The groups then went to various stations to observe the expectations for these areas. Overall, the staff feedback was quite positive.
- Most questions from students pertained to the rewards for the notes earned through positive behavior. These rewards are actually privileges that students will earn. The staff is working on a reward system for the students who earn Panther Paws. We are thinking about allowing students to earn preferred parking passes or go to the head of the lunch line as potential rewards. The PBIS group is currently working on a reward structure to get out to the students next week.
- There are a number of posters and banners in the building which remind all of us about the Panther traits. Panther Traits are: respectful, responsible, honorable, and engaged. These four traits are in the rubrics of the student pass books and on banners in our library.
- Last year's book check-out in the library increased by over 500 books. This is over a 25% increase from the previous year. This is great news when you consider the effect that reading has on other skills and student achievement at school.
- The fourth quarter grades will be used to place students in structured study halls. Any sophomore through senior with a D or an F from the fourth quarter will begin the year in the structured study hall. All freshmen will start the year in the structured study hall as well. We hope that the structured study halls will help students start the year strong. Grades will be reviewed on September 22. At that time, students can earn a release from the structured study hall or if grades determine, a student can be added to the structured study hall list.
- Thank you to the students, staff, parents, and community for getting the school year started on a positive note. We are looking forward to an exciting and rewarding school year.

### X. District Administrator Report

#### A. Strategic Planning

Motion was made by Connie Potter, seconded by Jane Wesely, to approve the recommendations from the VEST Committee for updates to the District Vision, Mission, and Belief Statements. Motion carried.

**B. Elementary Roof and Other Building Project Plan Updates**

Projects that have been budgeted for this year are: keyless outside door entry system, furniture replacement in both IMC's, refurbishing of gym floors. Other possible major projects in the future which were discussed include repair/replacement of the green house, creation of a distance learning lab at the High School.

**C. State Assessment Changes**

Mr. Reynolds updated the Board on the new Wisconsin Student Assessment plan, which is being planned to be introduced in 2014. The state will be dropping the WKCE testing for an on-line assessment program by 2014.

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

Motion was made by Connie Potter, seconded by Julie Strenn, to move into Closed Session as per Wisconsin State Statute. President Wesely directed the Clerk to take a roll call vote:

Jane Wesely	Yes	Lisa Schulz	Yes	MaryAnn Lippert	Yes
Connie Potter	Yes	Julie Strenn	Yes		

Purpose: 1) Consider Hiring of Two Part-Time Teacher Aides (1)(c)

**XII. Move out of Closed Session**

Motion was made by Julie Strenn, seconded by Lisa Schulz, to move out of Closed Session. Motion carried.

**XIII. Act upon Closed Sessions**

Motion was made by MaryAnn Lippert, seconded by Lisa Schulz, to approve hiring the administrations recommendations for the two part-time aide positions for 2010-11 school year. Motion carried.

**XIV. Adjourn**

Motion was made by Connie Potter, seconded by Jane Wesely, to adjourn at 8:40 p.m. Motion carried.

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*Connie Potter, Clerk*