

Minutes of the September, 2013 Board of Education Meeting

Meeting was called to Order by Vice President Artz at 6:30 p.m. in the MES Board Room. Present from the Board: Artz, Sturm, Strebe, Pohl, Hollman and Flynn. Kreklow absent.

Clerk Flynn verified publication of the meeting.

Presentation: Ian Field, a junior at LW Jr/Sr HS, wrote a grant with the help of Mrs. Cordes and has been awarded a \$2,000 FFA Living to Serve Environmental grant. Ian is seeking the Board of Education's approval to accept the grant and be allowed to work on this service learning project. The grant specifies he will submit a mid-year report, output report, watch two webinars, submit several financial reports and draft a plan. He envisions planting various types of trees, making appropriate grade level tree identification kits and associated activities for those grades. With a career in Conservation in mind, Ian plans on attending Conserve School in Land O'Lakes, Wisconsin second semester this year. Ian also shared that his plan could possibly include plantings of red pine and pulping trees which would provide long-term sustainability and revenue for the district.

Move by Sturm/Strebe to approve Consent Agenda Items as follows:

- Approve Minutes from August 19, 2013 Board Meeting
- Treasurers Report: Approval of Expenditures of \$386,987.94 and Cash Receipts of \$1,036,343.85
- Donations: \$1000 received from Peter & Mary Griffin for Weight Room
- Resignations:
 - Vicki Santacroce, IT/Media Specialist
 - Marie Gorman, Library Aide
 - Karl Morrin, Boy's Basketball Coach

The Minutes from the August 19, 2013 Board Meeting was pulled from the consent agenda for possible corrections and to be brought back to the October board meeting for action.

Consent Agenda approved with removal of the Minutes of the August 19, 2013 Board Meeting. Motion Carried. Kreklow Absent.

Public Comments: Marie Gorman, E7748 County Road N, Manawa, wanted to clarify her family will not be leaving the district, rather she is leaving her position as a library aide in the district. Mrs. Gorman provided the board with an email from the District Administrator dated September 12, 2013 informing district staff, "*Mrs. Marie Gorman, library aide will be leaving the district*" and goes on to say her "*last day will be Friday September 13, 2013*". She explained the problem is the wording of the email. While she believes this was not done in malice, the ramifications that have come with this have affected her husband and children. As a result, her family received dozens of phone calls at their residence inquiring if they were moving, selling their property and steer. This greatly upset her husband whose livelihood is their farming business. Mrs. Gorman stated her husband would like a personal, verbal and written apology because it is affecting his business.

Correspondence: None

Administrative Report:

ES Principal, Tammy Sjoberg - Report on Start of School Year – It is her goal to have a weekly newsletter with current events, new articles or a subject they are focusing on for that week. The lunch process was streamlined to now three lunch shifts. This reduces the amount of children in the lunchroom and at recess to no more than 110 at once. In addition, the students are all dismissed to recess at the same time and not allowed to dump their lunch trays until a scheduled time. By doing this, they found the children are eating their lunch because they can focus on eating. Star testing is still ongoing this week and the 3rd Annual Wolf Walk is scheduled for September 20.

Jr/Sr HS Principal, Karl Morrin, Jr. - Graduation Policy – Several parents have contacted him regarding the graduation ceremony which is on the school calendar as May 30, 2014. These parents state it was typically on Memorial Day weekend which would be May 23 for this school calendar year. Mr. Morrin wanted to bring it to the board for discussion. Board policy 345.32 was revised on June 18, 2012 not specifying any date for commencement ceremonies. Flynn recalled the Memorial Day specification was removed from the policy to allow the district to place the commencement ceremonies on the calendar with respect to the last day of the school year and not to designate a specific day. With indicating Memorial Day weekend, there are times where the graduates are out of school up to two weeks prior to the remaining students. Sturm pointed out that changing the date can also affect those families who have already made plans for this upcoming ceremony when it was already approved as part of the 2013/2014 school calendar. Artz added when people are stating it was typical to be held the Friday of Memorial Day weekend can depend on who considers it typical or traditional. To him, graduation was traditionally on a Sunday afternoon. The consensus of the board and administration team was to start the process of drafting the school calendar in January of each year. The 2014 commencement exercises will remain scheduled for May 23-30, 2014.

Report on Start of School Year – Hallway behavior was recently focused on and how to get to class on time. Incentive tickets are given to reward good behaviors with the Wolves Know How program. Buses now load students at the end of the day in the front parking lot which designates a one-way traffic flow. Parents now pick up students alongside the sidewalk at the west side of the building by the gym. The parking lot is also being monitored by staff to help the flow of traffic as they exit the school.

District Administrator, Ed Dombrowski - Technology Update- With the recent resignation of the IT/Media Specialist, the IT position is posted on WECAN and applications are due to close September 20. The IT/Media Specialist position will not be combined nor be an administrator position. Pohl asked to place the job posting on the DPI website as well. The Census was reported to DPI. Board Retreat – Scheduled for November 2, 8 am – 1 pm at the Masonic Lodge, Manawa. Topics for the retreat include Following the Chain of Command, Board Evaluations, and Mini Data Retreat. Summer School Hours – Mr. Keller provided hours that is spent as Summer School Coordinator for informational purposes. Board Self-Evaluation – Board members are to bring completed evaluations to the November retreat. District Administrator Evaluation (on website) – Board members need to complete the Administrator Evaluation and turn into President Kreklow by November 1, 2013 via the district office or mailed directly to President Kreklow.

Board Comments: None

Committee Reports:

Negotiations Committee:

August 20, 2013 – Negotiations – MEA submitted a proposal in which negotiations are currently still underway.

Employee Relations Committee

Teacher Wage Incentive Model – The teacher wage model was further discussed at the meeting to come to a happy medium in terms and when it will be launched.

Support Staff Wage Incentive Model – The committee separated into two groups – teacher group and support staff group. They continue to go over the model to check the verbiage. They did get a lot accomplished during their last meeting.

When asked if other districts are already implementing their own wage models, it was mentioned there are very few districts out there that even have a model for their support staff. Manawa is one of a very few. A committee of teachers and administrators are in discussions modeling much of what Neenah has done with changes. They have been formulating it into a proposal. There are different levels and descriptions. It has been a complex task and taken that aspect, it is pretty advanced. Some districts have six levels. Manawa's has five. Dollar numbers for each level are being worked on yet and trying to factor how do you fit someone into the model. That is the biggest aspect to be determined yet.

Support Staff's is closer to being finalized. CPI is part of the compensation model. It is a target number to work with. There are other things brought into the model as well. CPI is factored but once a final document comes out and if you have a model that is rigid with CPI, you may have future troubles.

Kreklow joined the meeting at 7:17 p.m.

Pohl questioned how can support staff be held accountable for school performance? That would discourage them from excellence. As a former teacher, she does not want subpar teachers in this district. She looks at the administration team to make sure the staff is thoroughly evaluated and non-renewed needed. Pohl went on the record as saying she has serious reservations on the CPI and hopes to discuss it further at the retreat. Artz noted the comparables are the missing part yet in the process. There needs to be auditable data.

Curriculum Committee:

Book Adoption / New Courses – High school math books are 12 years old and do not align with common core standards. Currently, there is no process in place for teachers to request educational materials (e-books and/or textbooks). The Curriculum Director is evaluating the needs of each department at the Jr/Sr High at this time. The committee will wait for those survey results to be discussed at the October Curriculum Meeting. It was determined the committee does not want a rotation process but for a teacher have a

process to ask for instructional materials, to prioritize the needs and to distribute the materials.

School Forest Grant –An FFA grant presentation was at the beginning of the meeting.

Math & Economics Textbooks – No recommendation at this time.

Policy & Personnel Committee:

200 Policies Series Review –Two documents are being introduced for recommendation of adoption as WASBY cleaned up the documents for first reading.

Book Adoption / New Courses Policy – Tabled. The committee is waiting for the Curriculum Director report in October.

Finance Committee:

Special Education Staffing Increase – Early Childhood students increased just prior to the start of the school year as well as a few potential existing students that may be referred into the special education program for services. IEP's (Individual Education Plans) for each special education student dictate how much time a student, by law, is to be serviced by a special education teacher or that program. With the increase in students, meeting the required IEP minutes has become an immediate concern. The committee discussed alternatives in terms of what can be done this year and what can potentially be done next year. The budget impact of a FT teacher and MOE's (Maintenance of Effort) were discussed at length. Many options were discussed but the option which would address the immediate need and considers the needs of this particular population of students with their individualized needs, was to increase the .5 Special Education teacher into a FT position for the remainder of this school year. If the .5 teacher agrees to the FT position, it was stressed that this may not continue to be a FT position in future years. Taking the time to carefully consider scheduling issues of both the regular education teacher and the special education team is essential to help in the future to meet the IEP needs of the special education students. The Finance Committee recommends increasing the .5 Elementary Special Education teacher position into a FT Special Education Teacher for the remainder of the 2013/2014 school year.

Unfinished Business:

Move by Artz/Pohl to Approve Youth Options Application for Fall 2013. Motion Carried.

New Business:

Move by Sturm/Flynn to Approve Medical Advisory Position – Dr. Steven Goedderz. Motion Carried.

Move by Sturm/Hollman to Approve 100 Series Policies: (as posted on Website with BOE Packet) 100 (Index), 110, 131, 133, 133-Rule, 141, 150, 151, 165, 171, 171.1, 171.2, 171.2 Exhibit, 172, 173, 181, 183, 185, 185 Exhibit, 186, 187. Policy 185 should include “Committee” after the Human Growth and Development. Motion Carried with correction.

Move by Sturm/Pohl to Approve BMO Harris Bank as the new financial manager for the Wisconsin OPEB Trust Agreement. **Motion Carried.**

Next Meeting Dates:

Mon. Oct. 21, 2013 – 6:30 pm –Regular Meeting – MES Commons

Mon. Oct. 21, 2013 – 8:00 pm – Annual District Meeting – MES Commons

Sat. November 2, 2013 – 8 am to 1 pm –Board Retreat - Masonic Lodge

Move by Hollman/Artz to Adjourn and Reconvene in Closed Session Pursuant to the Provisions of Sections 19.85(1)(c)(f) and 118.22, Wis. Stats., for the Purposes of: Discussing the Employment Status of Employees Over Which the Board Has Jurisdiction or Exercises Responsibility 1) Teacher Improvement Plans. **Motion Carried.**

The time was 8:07 p.m.

Move by Hollman/Pohl to Reconvene in Open Session. **Motion Carried.**

The time was 9:59 p.m.

Move by Flynn/Sturm to adjourn the September 16, 2013 Regular Board of Education Meeting at 10:00 p.m. **Motion Carried.**

Stephanie Flynn, Clerk