

Minutes of the October 21, 2013 Board of Education Meeting

Meeting was called to Order by President Kreklow at 6:31pm in the MES Commons.

Present from the Board: Kreklow, Artz, Sturm, Strebe, Pohl, Hollman and Flynn.

Clerk Flynn verified publication of the meeting.

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

- Approve Minutes from Sept. 16 and 23, and Oct 9, 2013 Board Meetings
- Treasurers Report: Approval of Expenditures of \$643,463.31 and Cash Receipts of \$0
- Donations: To FFA: \$2,000 from National FFA Foundation, Inc.
In Memory of Dona L. Faulks, \$260 for MES Book Room
Manawa FFA Alumni, \$700 for FFA Convention Expenses
To FFA: \$278.00 from National FFA Foundation, Inc.
- Request from Manawa Youth Wrestling Club for School Insurance
- Resignation – Nurse - Marie Murphy

President Kreklow noted there was a correction to be made with the September 16, 2013 Regular Board Minutes. In the Jr/Sr. High Principal report, it shows the wrong date for the 2014 commencement exercises as May 23, 2014. The correct date is May 30, 2014. The minutes will be corrected and brought back to the November meeting under the consent agenda.

Motion carried with correction.

Public Comments: None

Correspondence: None

Administrative Report: Principals & Curriculum Coordinator: School Report Card

Presentation: Four areas are measured in the Wisconsin's Accountability System which consists of student achievement, student growth, closing the gaps, and on-track and post secondary readiness. The District as a whole scored 60.5 which meets few expectations. Curriculum Coordinator, Carmen O'Brien explained the measurement tools that are used to compile our district score are WKCE & WAA tests, Renaissance Learning, PALS, AP Tests, WAPT/Access, 3rd Friday Count, ISES year-end report, ISES discipline report, and post secondary readiness. The area where the district found the greatest deficit is in closing the gaps in Reading and Mathematics achievement.

When looking more closely at why closing the gaps has a greater deficit, it was found that students with disabilities and economically disadvantaged students are not making the same educational gains as our students not included in these sub-groups. Special Education services are provided to 11.2% of the district's population.

Eric Larsen, Coordinator of School Accountability at CESA 6, pointed out the math achievement growth at both the Jr/Sr High and the elementary are below the state average as well as closing the gaps in the sub-group's performance. Both of these categories each contribute 25% of the report card essentially stating 50% of what is being measured is showing a deficit. It was identified economically disadvantaged students and overall students with disabilities are the large concern within the district. Mr. Larsen stated this year's report card for the district as an anomaly and does not see this as a continuing trend.

ES Principal: Tammy Sjoberg, ES Principal reported the course of action in response to the report card include having literacy coaches from CESA 6 observed teaching staff practices and have made several recommendations. Staff is conducting site visits to other districts to see how their literacy programs work. She is happy to say staff is excited to implement new ideas and strategies. They found districts that do not use textbooks but invest a large amount into staff development and leveled readers. To start a literacy program, MES will have a strong focus on books. The PTO's Wolf Walk raised \$12,000 and will donate \$6000 for a book room that will consist of leveled readers. \$2000 from Box Tops for Education will be allocated for the book room. They are in the process of having CESA 6 coach teachers, as well as the elementary Literacy Coach, work with staff to increase the literacy program. In addition, they have identified the need to work on the writing piece of literacy right now. As a staff, they have received two weeks of instant planning on what they will be doing differently with the literacy initiative.

HS Principal: Karl Morrin, Jr /Sr High Principal stated in response to the report card results, he talked directly to grades 7, 8, and 10 going over the outcome of the report. Grades 9, 10, and 11 discussed the importance of trying your best when taking the WKCE/WAA, Explorer, pre-ACT, and ACT. Mrs. Kelm met with Jr. High Students to individually review their own WKCE results from last year and develop new goals for this year's test. Tests results will be brought back to the students in March to see if they met their goal. They will focus on taking the test and taking it seriously. The Jr. High will put an emphasis on written literacy. Other district site visits are currently being conducted with staff looking at their literacy and math programs. The Jr. High has RtI (Response to Intervention) set in specified small group interventions. RtI at the High School is at the same time with three teachers, one math, two reading, are assigned Tier 2 interventions. Those students identified as a Tier 2 fell below the baseline on the fall STAR test. The Curriculum Coordinator is in the process of studying how to transition the elementary math program, Math Expressions, to flow into the Jr. High level. She will be meeting with a representative to see if the series, Big Ideas, will create that needed flow. Mr. Larsen added the student data from Math Expressions is amazing. The textbook needs a flow to go into Jr. High level from Math Expressions. Schedules are being considered for high scoring 7th/8th grade math students to get them into high school algebra or pre-algebra classes.

District Administrator, Ed Dombrowski pointed out staff is already working with Academy Intervention; a literacy audit was complete; staff went on site visits to help model behaviors; the district has two literacy coaches; and offering staff webinar training to model behavior. They will teach students how to test, model tests so there is no surprise, work on the writing piece to improve critical thinking, and develop a leveled reader book room. The district will push to use data to drive instruction; BYOC –unpacking our common core curriculum; developing SLO's (Student Learning Objectives); use of the Teacher Performance Evaluation System; goal setting with students; parent involvement is needed to encourage their students; work on timed testing; continue to hold open forums for transparency; leadership; change the silo mentality to PLC's (Professional Learning Communities); set goals with purpose; continue to pursue Wolves Know How; have meaningful investments in what is good for children; leadership in the district demonstrates results and where the teacher delivers that message; making students more accountable; get parents more involved, more than just reading; and finally the Board of Education continue to make appropriate policies and governance.

Additional information – 3rd Friday Pupil Count: 705 enrolled; Staff Resource List was provided as informational; WASB Legislative Advocacy Conference Nov. 9th; and Chaperones Attending Field Trips. Mr. Dombrowski asked whether the Board would support the Administration conducting background checks on parents who wish to chaperone class trips. He would need the board backing his decision to possibly not allow some individuals to chaperone students when certain offenses are found in a background check. President Kreklow recommends referring this to the Policy and Personnel Committee.

Board Comments: None

Committee Reports:

Curriculum Committee:

Individual Study –Independent Study, as it is referred to, was discussed with its recent history in the district. There was an increase in students taking Independent Study two years ago and was dropped this last year. One reason had to do with the block schedule and schedule conflicts as well as concerns with accountability to ensure the rigor and the study was meaningful. The conclusion was to develop an administrative rule for Independent Study will be considered on a case-by-case basis.

Educational Materials Process – Since the referendum which helped purchased textbooks ended last year and no rotation system in place, the question was how to deal with textbook requests moving forward. The Curriculum Committee heard from a few teachers requesting new textbooks. Administration questioned whether the answer is to buy a new textbook or are there different ways to deliver the curriculum, thus referring to educational materials possibly doing so without textbooks. Administration suggested an educational material process that will not be a board policy but an administrative rule on how it was going to be handled. The committee’s recommendation is to move forward with an educational materials process as an administrative rule.

KSCADE – Administration is being informed of technical upgrades which appear to be quite expensive to continue with KSCADE. Specific details were not ready for discussion. Tabled.

Finance Committee:

Revised Budget 2013-2014 – The Governor signed a bill for a 2-year \$100M property tax relief bill on October 20, 2013. The details will be discussed at the Annual Meeting

Mileage Reimbursement – The committee discussed paying mileage from the district to the destination or actual miles. The consensus felt it would be most transparent to have actual miles. President Kreklow stated in business it is common practice to pay mileage from the place of employment to where they are going and not actual miles. The revised form was not completed for review, therefore was not included as an action item.

Overtime – As the Staff Handbook was written it gave an option of either comp time or overtime. As a result, there has been a large jump in overtime. It is the Administration’s recommendation to modify the overtime policy so it is given in comp time unless there is

an overtime request made in advance and approved by the building administrator. Current language states if you don't use it, you lose it which is not in compliance with the law and will need to be changed. The change will state comp time will be paid out at the end of the year if not used.

Enrollment Data – Enclosed in the board packet. Informational.

Policy & Personnel Committee:

300 Policies Partial Series Review – 322 through 342.1 – WASB attorney's reviewed the policies and the committee supports the advised changes. The series was last reviewed in 1999. The committee is recommending Policies 322 through 342.1 for First Reading.

Unfinished Business: None

New Business:

Move by Artz/Strebe to Approve Youth Options Applications for Spring, 2014. Motion Carried.

1st Reading Series 200 Policies for Review

Move by Flynn/Pohl to Approve Girl's and Boy's Basketball Coaches Contracts for 2013-2014. Motion Carried.

Move by Sturm/Hollman to Approve Assistant IT Director Contract for 2013-2014 – Duane Dubey, Jr. Ms. Pohl wanted to be cognizant of the salary that is being offered in this contract while others in the district have not received wage increases and wanted to be on the record as she is mindful of this. Kreklow questioned the 20 days of vacation as well as the 13 days of PTO in the contract and feels this should be prorated. No objections from the board. **6 ayes, Kreklow nay. Board members acknowledged confusion on the vote stating they understood the vote would be approved with the recommended changes and Kreklow understood the vote to be as the contract was presented. **Move by Sturm/Hollman to Rescind the Motion.****

Move by Sturm/Hollman to Approve Assistant IT Director Contract for 2013-2014 – Duane Dubey, Jr. with 13 prorated vacation days and 8 prorated PTO. Motion Carried.

Move by Hollman/Artz the Board will Suspend the Regular Board Meeting for the Annual District Meeting at 8:20 pm in the MES Commons and the Board will Reconvene in Open Session at the Conclusion of the Annual District Meeting and may act on the Following Items:

- a. Approve the Final Budget Adoption for 2013-2014
- b. Certify Tax Levy for 2013-2014

Motion Carried.

Move by Sturm/Hollman to Reconvene in Open Session at 9:34pm at the Conclusion of the Annual District Meeting. Motion Carried.

Move by Sturm/Flynn to Approve the Final Budget Adoption for 2013-2014 as approved by the voting members of the district present at the Annual Meeting. Motion Carried.

Move by Sturm/Hollman to Certify Tax Levy for 2013-2014. **Motion Carried.**

Next Meeting Dates:

Mon. Oct. 28, 2013 – 6:30 pm – Buildings & Grounds – MES Board Room

November 2, 2013 – Board Retreat – Manawa Masonic Lodge 7:45 am

November 18, 2013 – Regular Monthly Meeting – 6:30 pm – MES Board Room

Move by Hollman/Artz to adjourn the October 21, 2013 Regular Board of Education Meeting at 9:38 pm. **Motion Carried.**

Stephanie Flynn, Clerk