

AGENDA
SCHOOL DISTRICT OF MANAWA
BOARD OF EDUCATION
NOVEMBER 21, 2016

1. Call to Order – **7:00 p.m.** – President Johnson – Board Room – 800 Beech Street
2. Pledge of Allegiance
3. Roll Call
4. Verify Publication of Meeting
5. Presentations:
 - a. Assessment ACT, ACT Aspire and WI Forward Presentation - Carmen O'Brien, Curriculum Director
 - b. Wellness Committee Presentation
 - c. Standards-Based Report Card – Michelle Pukita
6. Announcements:
 - a. Contributions to the District
7. Consent Agenda
 - a. Approve Minutes of October 17, and 24, 2016 Meetings and October 24, 2016 Annual Meeting
 - b. Treasurer's Report/Approve Expenditures & Receipts (**on Website**)
 - c. Donations:
 - i. Pat & Kelly Steffen - \$30 to Project Backpack
 - ii. Lost Funds Found - \$21 to Urgent Needs Fund
 - d. Resignations:
 - i. School Nurse, Terri Brooks
 - ii. Business Manager, Kathryn Burr
 - iii. Dave Marcy, Bus Driver
 - e. Consider Approval of Manawa Winter Wolves Snowmobile Club Use of District Property
 - f. Consider Approval of Revised District Fundraising for 2016-2017
 - g. Consider Approval of Hire of Business Manager
 - h. Consider Approval of Hire of Wrestling Coaches for 2016-17
8. Any Item Removed from Consent Agenda
 - a.
 - b.
9. Public Comments (Register to Speak Prior to Start of Meeting / Guidelines Follow the Agenda)
10. Correspondence – from Premier Community Bank – Support of Services with Contribution to Food Pantry
11. Board Recognition
 - a. Wis. Art Education Association Award Recipient Nancy Zabler
 - b. National FFA Convention model of Innovation National Finalists & 3 Star National Chapter Awards
 - c. Recognition of American Education Week Nov. 14-18, 2016
12. District Administrator's Report:
 - a. Legislative Update
 - b. Update on VAV Box Project
 - c. Monthly Enrollment Report
 - d. WASB Annual Convention – Jan. 17-20, 2017 Early Bird Registration Deadline – Dec. 6th
 - e. Site Study Report
13. School Operations Reports
 - a. ES Principal: Highlights - Included in Board Packet
 - b. HS Principal: Highlights - Included in Board Packet
14. Business Related Reports:
 - a. Summary of Expenditures & Receipts
15. Director's Reports:
 - a. Curriculum Director Highlights
 - b. Technology Support Specialist Highlights
 - c. Special Education Director Highlights
16. Board Comments: Treasurer, Pohl Re: WASB Regional Meeting

17. Committee Reports:

- a. Finance Committee (Pohl)
 - i. Yearly Agenda Blueprint – Planning
 - ii. Early Retirement Incentive – Action
 - iii. Monthly Expense - Credit Card Layout – Informational / Action
 - iv. Annual Meeting Report - Informational
- b. Buildings & Grounds (R. Johnson)
 - i. Monthly Planning Calendar – Informational / Action
 - ii. MES VAV Box Project Bids - Action
 - iii. Site Survey Proposals - Action
- c. Policy & Human Resources Committee (Pethke)
 - i. Use of Paid Time Off
 - ii. Facilities Use
 - iii. Gifts & Donations
 - iv. Staffing: School Nurse
 - v. Staff Health & Wellness Incentives
- d. Curriculum Committee (Hollman)
 - i. Materials Adoption: AIMSweb – Action
 - ii. Change to Course of Study Guide 2017-18 – Action

18. Unfinished Business:

- a. Consider Approval of NEOLA 7000 Series Policies - Property Without 7230 (**on Website**)
- b. Consider Approval of NEOLA 8000 Series Policies - Operations (**on Website**)
- c. Consider Approval of NEOLA 9000 Series Policies - Relations Without policy 9211 (**on Website**)

19. New Business:

- a. 1st Reading Revised Policy 7230 Gifts, Grants and Bequests
- b. Consider Approval of a \$2,000 Incentive to Announce Retirement by January 15th of the Current Year with a Minimum of Five Years of Service with the District
- c. Consider Approval of Adoption of AIMSweb to Replace Pathdriver
- d. Consider Approval of Proposed Change to the Course Study Guide for 2017-18 as presented
- e. Consider Approval of Allocating \$250 from General Fund Budget for Staff Health & Wellness Incentives
- f. Consider Acceptance of Best Mechanical Services Bid for Work Scope #1: Mechanical, Electrical, and Structural with Base Bid & Alt #1- Wall Panel Radiation
- g. Consider Acceptance of Masters Bid for Work Scope #2: Automatic Temperature and Controls with Base Bid & Alt #1-Wall Panel Radiation
- h. Consider Approval of Reconfiguration of Curriculum Director and Special Education Director Positions
- i. Clarify Interpretation of Use of Paid Time Off (**see Handbook on Website**)

20. Next Meeting Dates:

- a. Nov. 29, 2016 – Special BOE Mtg – Site Survey Bid Interviews – 5:00 p.m. – MES Board Room
- b. Nov. 30, 2016 – Tntv – Human Growth & Development – 6:30 p.m. – MES Board Room
- c. Dec. 1, 2016 – Finance Committee – 5:30 p.m. – MES Board Room
- d. Dec. 6, 2016 – Policy & Human Resources Committee – 5:15 p.m. – MES Board Room
- e. Dec. 8, 2016 – Curriculum Committee – 5:00 p.m. – MES Board Room
- f. Dec. 14, 2016 – Buildings & Grounds Committee – 6:00 p.m. – MES Board Room
- g. Dec. 19, 2016 – Regular Board of Education Meeting – 7:00 p.m. - MES Board Room

21. Closed Session – the Board of Education Shall Move into Closed Session Pursuant to the Provisions of 19.85(1)(c)(f), 118.22 and 118.125 Wis. Statutes , for the Purposes of: Discussing the Employment Status of Employees Over Which the Board Has Jurisdiction or Exercises Responsibility 1) Administrator Evaluation and 2) Staff Evaluations

22. The Board of Education May act on Items from Closed Session After Reconvening in Open Session

PLEASE NOTE: Any person with a qualifying disability under the Americans with Disabilities Act that requires the meeting or material to be in accessible format, please contact the District Administrator to request reasonable accommodation. The meeting room is wheelchair accessible.

Public Participation at Board Meetings

The Board of Education recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on District matters.

Agenda Item

Any person or group wishing to place an item on the agenda shall register their intent with the District Administrator no later than fifteen (15) days prior to the meeting and include:

- A. name and address of the participant;
- B. group affiliation, if and when appropriate;
- C. topic to be addressed.

Such requests shall be subject to the approval of the District Administrator and the Board President.

Public-Participation Section of the Meeting

To permit fair and orderly public expression, the Board shall provide a period for public participation at every regular meeting of the Board and publish rules to govern such participation in Board meetings.

The presiding officer of each Board meeting at which public participation is permitted shall administer the rules of the Board for its conduct.

The presiding officer shall be guided by the following rules:

- A. Public participation shall be permitted as indicated on the order of business, at the discretion of the presiding officer, and for individuals who live or work within the District and parents/guardians of students enrolled in the District.
- B. Attendees must register their intention to participate in the public portion of the meeting upon their arrival at the meeting.
- C. Participants must be recognized by the presiding officer and will be requested to preface their comments by an announcement of their name; address; and group affiliation, if and when appropriate.
- D. Each statement made by a participant shall be limited to three (3) minutes duration.
- E. No participant may speak more than once on the same topic unless all others who wish to speak on that topic have been heard.
- F. Participants shall direct all comments to the Board and not to staff or other participants.
- G. All statements shall be directed to the presiding officer; no person may address or question Board members individually.
- H. The presiding officer may:

1. interrupt, warn, or terminate a participant's statement when the statement is too lengthy, personally directed, abusive, obscene, or irrelevant;
 2. request any individual to leave the meeting when that person does not observe reasonable decorum;
 3. request the assistance of law enforcement officers in the removal of a disorderly person when that person's conduct interferes with the orderly progress of the meeting;
 4. call for a recess or an adjournment to another time when the lack of public decorum so interferes with the orderly conduct of the meeting as to warrant such action;
 5. waive these rules with the approval of the Board when necessary for the protection of privacy or the administration of the Board's business.
- I. The portion of the meeting during which the participation of the public is invited shall be limited to fifteen (15) minutes, unless extended by a vote of the Board.
- J. Recording, filming, or photographing the Board's open meetings is permitted. Recording, filming, or photographing the Board's closed session is only permitted pursuant to Bylaw 0167.2 – Closed Session. The person operating the equipment should contact the District Administrator prior to the Board meeting to review possible placement of the equipment, and must agree to abide by the following conditions:
1. No obstructions are created between the Board and the audience.
 2. No interviews are conducted in the meeting room while the Board is in session.
 3. No commentary, adjustment of equipment, or positioning of operators is made that would distract either the Board or members of the audience or otherwise disrupt the meeting while the Board is in session.

19.90, Wis. Stats.