

**AGENDA**  
**SCHOOL DISTRICT OF MANAWA**  
**BOARD OF EDUCATION**  
**NOVEMBER 20, 2017**

1. Call to Order –President Johnson – **7:00 p.m.** – Board Room at MES – 800 Beech Street, Manawa
2. Pledge of Allegiance
3. Roll Call
4. Verify Publication of Meeting
5. Presentation: Project-Based Learning Using Defined STEM – Brad Johnson
6. Announcements:
  - a. Contributions to the District
7. Consent Agenda
  - a. Approve Minutes of October 16, 23 Board Meetings and October 23, 2017 Annual Meeting
  - b. Treasurer’s Report/Approve Expenditures & Receipts (**on website**)
  - c. Donations:
    - i. Manawa Booster Club – Trailer Valued at \$4,200
    - ii. Manawa Booster Club – PLT4M Software Annual License - \$1,200 (One-year License Payment & Annual Review)
    - iii. Manawa FFA Alumni \$775 to Manawa FFA for Convention Expenses
    - iv. First Lutheran Church, Ogdensburg - \$82.87 to Project Backpack from August Mission
    - v. Nancy J. & John Nesbitt, Green Bay - \$100 to Urgent Needs in Memory of Thomas J. Hoffmann
    - vi. Leon & Patricia Spiegelberg \$50 to Urgent Needs Fund
    - vii. First State Bank - \$360 for Project Backpack and Urgent Needs Fund
  - d. Consider Approval of a 1 FTE Science Teacher for 2<sup>nd</sup> Semester 2017-18
8. Any Item Removed from Consent Agenda
  - a.
  - b.
9. Public Comments (Register to Speak Prior to Start of Meeting / Guidelines on Reverse)
10. Correspondence:
  - a. Thank You Card from the Family of Thomas J. Hoffmann
  - b. Premier Community Bank – Support of Services with Contribution to Food Pantry
11. Board Recognition:
  - a. FFA Students Attending FFA Convention: Matayah Pethke, Megan Pethke, Brooklynn Wepner and Zachary Kriesel
  - b. MES Garden – Carol Wortz
  - c. Sydney Bailey – Volleyball Positive Leadership
  - d. Secondary Special Education Team – Catering Business: Paving the Way, STAR Growth
12. District Administrator’s Report:
  - a. Legislative Update
  - b. Monthly Enrollment Report
  - c. Site Analysis & Feasibility Study Update
  - d. American Education Week Nov. 13-17, 2017 (DPI Video)
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. Wisconsin Dept. of Revenue Charge Back Payment Notice 68 251 (**on website**)
  - b. Kobussen Transportation Report
15. Director’s Reports:
  - a. Curriculum / Special Education Director Highlights
  - b. Technology Director Highlights
16. Board Comments:
  - a. Treasurer Pohl- Nov. 4, 2017 Legislative Advocacy Conference
    - i. Resolution in Support of the Wis. Voucher Taxpayer Transparency Bill (Assembly Bill 267)

& Senate Bill 183)

17. Committee Reports:

- a. Finance Committee (Pohl)
  - i. Fundraising Update
  - ii. Budget Overview
  - iii. CPI Projections
  - iv. Consider Approval of Lease Agreement with Manawa Lodge #82 F and AM
- b. Buildings & Grounds (R. Johnson)
  - i. Football Field Updates – Athletic Director Liebzeit
  - ii. Special Education Rental Property - 407 S. Bridge St. (Building owned by Masons)
    - 1. Review Rental Agreement
    - 2. Snow Removal
  - iii. Site Analysis & Feasibility Study
    - 1. Recommendation to Board
  - iv. Update on Energy Efficiency Projects
    - 1. HS Storefront
    - 2. MES Boilers and Water Heaters
    - 3. Timeline
    - 4. Additional Projects 2017-18: MES Chiller, Windows and Lighting
  - v. SY1718 Maintenance Budget
    - 1. Consider Purchase of Portable Generator (track timer, former elementary building, power outages, etc)
    - 2. Consider Purchase of a Fork Lift
  - vi. Lift Inspection
  - vii. Lawn Mowing 2018
  - viii. Lawn Treatment 2018
- c. Policy & Human Resources Committee (Pethke)
  - i. Special Education Handbook 2017-2018 (Action)
  - ii. NEOLA Updates – Vol. 26 No. 2 (Information / Action)
  - iii. Retirement Incentive (Information / Action)
  - iv. Mr. Harley – RAPHA Onsite Counseling
  - v. Policy 7230 - Gifts, Grants & Bequests
    - 1. Booster Club Trailer Donation
    - 2. Software Application
  - vi. Retirement Incentive (Information / Action)
  - vii. Update Professional Educator Handbook 2017-18
    - 1. Update Support Staff Handbook 2017-18
    - 2. Update Salary & Stipend Guide 2017-2018
- d. Curriculum Committee (Scheller)
  - i. 6<sup>th</sup> Gr. Social Studies Curriculum Map Adoption
  - ii. Update on Transition Program

18. Unfinished Business:

- a. Consider Approval of the Lease Agreement with the Masonic Lodge for use of the Building Located at 407 South Bridge Street, Manawa for use as a Classroom
- b. Consider Approval of the Naming of “Paving the Way” at 407 Bridge Street as Presented**

19. New Business:

- a. 1<sup>st</sup> Reading of Policy Updates Vol. 26 No2 (Pkt 1 & 2) (**on website**)
- b. Consider Approval of the Special Education Handbook as Presented (**on website**)
- c. Consider Approval of the 6th Gr. Social Studies Curriculum Map Adoption as Presented with the Provision that the 6th Grade Teachers Re-Evaluate and Adjust the Curriculum as Needed at the end of the School Year
- d. Consider Approval of the “Kiss the Pig” Fundraiser by the FOR Club as Presented
- e. Consider Approval to Allow Space for RAPHA Onsite Counseling with Mr. James Harley Pending a Clear Background Check as Presented
- f. Consider Approval of the Updated Professional Educator Handbook for 2017-18 as Presented

- g. Consider Approval of the Updated Support Staff Handbook for 2017-18 as Presented
  - h. Consider Approval of the Updated Salary & Stipend Guide for 2017-18 as Presented
  - i. Consider Approval of the Hire of a Seasonal Employee for 2018 as Presented
20. Next Meeting Dates:
- a. Nov. 27, 2017 – Tentative – Expulsion Hearing – 6:00 p.m. (Closed Session) MES Board Room
  - b. Dec. 5, 2017 – Curriculum Committee Meeting – 4:30 p.m. – MES Board Room
  - c. Dec. 5, 2017 – Buildings & Grounds Meeting – 5:30 p.m. – MES Board Room
  - d. Dec. 7, 2017 - Policy & HR Committee Meeting – 5:15 p.m. - MES Board Room
  - e. Dec. 12, 2017 – Finance Committee Meeting – 5:30 p.m. – MES Board Room
  - f. Dec. 18, 2017 – Regular BOE Mtg – 6:30 p.m. Book Study – 7:00 p.m. – Open Session MES Brd Rm
21. Closed Session – the Board of Education Shall Move into Closed Session Pursuant to the Provisions of Wis. Statutes 19.85(1)(a)(c) and (f), as well as 120.13(1)(c) and 118.22 and 118.125, for the Purposes of 1) **Considering the Expulsion of a Student from the District** and 2) Discussing the Employment Status of Employees Over Which the Board Has Jurisdiction or Exercises Responsibility a) Administrator Evaluation
22. Board May Act on Items Discussed in Closed Session
23. Adjourn

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.

Bylaws 0167.3

### **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.