

School District of Manawa

Board of Education Agenda

November 19, 2018



CORRECTED

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1. Call to Order – President Johnson – **6:30 p.m.** – MES Boardroom, 800 Beech Street
 - a. Rapid Improvement Process Study
2. Pledge of Allegiance - **7:00 p.m.**
3. Roll Call
4. Verify Publication of Meeting
5. Presentations:
 - a. District/School Report Card and Spring Data - Ms. Brauer, Mrs. Pukita, Mr. Wolfgram and Mrs. Sernau
6. Announcements:
 - a. Contributions to the District
 - b. Other Contributions
7. Consent Agenda
 - a. Approve Minutes of October 15, and 22, and November 7 and 13, 2018 Board Meetings
 - b. Treasurer’s Report/Approve Expenditures & Receipts (on website)
 - c. Donations:
 - i. Class of 2011 - \$413.28 for Urgent Needs Fund
 - ii. First State Bank - \$180 for Urgent Needs Fund
 - iii. First State Bank - \$140 for Project Backpack
 - iv. Anonymous Donation of \$1,000 to Activity Account for Choir **Uniforms**
 - d. Accept Resignation of Football Coach as Presented
 - e. Accept Resignation of Head Volleyball Coach as Presented
 - f. Consider Approval of MS GBB Coach Recommendation for SY1819 as Presented
 - g. Consider Approval of Softball Coaches for SY1819 as Presented
 - h. Consider Approval of Baseball Coaches for SY1819 as Presented
 - i. Consider Approval of Updated Fundraiser List for SY1819 as Presented
8. Any Item Removed from Consent Agenda
 - a.
 - b.
9. Public Comments (Register to Speak Prior to Start of Meeting / Guidelines Listed Below Agenda)
10. Correspondence:
 - a. Thank you from Family of Robert McCoy
 - b. Thank you from Kris Wegener
 - c. Thank you from Premiere Community Bank for Support of the Bank, Insurance and Investment Services: a Donation Made to Food Pantry on the District’s Behalf
11. Board Recognition:
 - a. WASB Recognition of Board Members:
 - i. Helene Pohl - Level III
 - ii. Joanne Johnson - Level I
 - b. Gifted Education Week Proclamation

12. District Administrator's Report:
 - a. Thompson Moser, HS Student Council Representative
 - b. Legislative Update
 - c. Monthly Enrollment Report
 - d. American Education Week November 12 - 16, 2018
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. Highlights - Included in Board Packet
 - b. Kobussen Transportation Report
15. Director's Reports:
 - a. Curriculum / Special Education Director Highlights
 - b. Technology Director Highlights
16. Board Comments:
 - a. Comment #1
17. Committee Reports:
 - a. Curriculum Committee (Scheller, Chair)
 - i. SDM Student Technology Guide
 1. View the Guide at this link:
<https://sites.google.com/manawaschools.org/technology/home>
 - ii. Course Revisions for SY1920
 1. AP Chemistry
 2. Programming
 3. Engineering
 - iii. ACT Day Testing Plan SY1819
 - iv. Curriculum Maps
 1. Horticulture
 2. Employability Skills
 - v. Curriculum Committee Planning Guide
 - b. Finance Committee (Pohl, Chair)
 - i. 2019-20 Local Budget Process
 1. Timeline
 2. Staff & Program Change Process
 - ii. ForeCast 5 Analytics
 - iii. State of Wisconsin Biennium Budget (2019-21)
 - iv. 2018-19 Local Budget Overview
 1. Cash Flow/Borrowing
 - v. Request for Proposal (RFP)
 1. Banking Services
 2. Food Service
 3. Photography
 - vi. Commission on Aging - Meal Site and Meal Preparation
 - vii. Finance Committee Planning Guide

- c. Buildings & Grounds Committee (R. Johnson, Chair)
 - i. Energy Efficiency Projects
 - 1. Light Project
 - 2. Standing Metal Seam Roof Repair
 - 3. Entryway Thresholds and Sweeps
 - ii. TruGreen Yr. 3 of Contract - Feedback
 - iii. Maintenance Updates
 - 1. Kubota
 - 2. HS Kitchen Dishwasher
 - iv. Rettler Land Survey
 - v. Buildings & Grounds Committee Planning Guide
 - d. Policy & Human Resources Committee (Pethke, Chair)
 - i. Salary & Stipend Guide Update
 - ii. Policy 7530.02 - Staff and School Officials Use of Personal Communication Devices
 - iii. Policy and Human Resources Committee Planning Guide
18. Unfinished Business:
- a. Consider Approval of NEOLA Vol. 27 No. 2 Updates as Presented
 - b. Consider Approval of Contract with Final Terms and Conditions of Hoffman Planning, Design & Construction, Inc. as Presented
19. New Business:
- a. Consider Approval of the Adoption of AP Chemistry Course as Presented
 - b. Consider Approval of the Adoption of Programming Course as Presented
 - c. Consider Approval of the Adoption of Engineering Course as Presented
 - d. Consider Approval of the Adoption of ACT Day Testing Plan as Presented
 - e. Consider Approval of the Adoption of the Horticulture Curriculum Map as Presented
 - f. Consider Approval of the Adoption of the Employment Skills Curriculum Map as Presented
 - g. Consider Approval of the Salary & Stipend Guide Update for SY1819 as Presented
 - h. 1st Reading Policy 7530.02 School and Staff Use of PCD
20. Next Meeting Dates:
- a. Dec. 4, 2018 – Finance Committee Meeting – 6:00 p.m. – MES Board Room
 - b. Dec. 5, 2018 – Curriculum Committee – 4:00 p.m. – MES Board Room
 - c. Dec. 5, 2018 - Policy & HR Committee Meeting – 5:00 p.m. – MES Board Room
 - d. Dec. 5, 2018 – Buildings & Grounds Committee Meeting – 6:30 p.m. – MES Board Room
 - e. Dec. 17, 2018 - Regular BOE Mtg – 6:30 p.m. **Retiree Reception**; 7:00 p.m. Regular Mtg-Brd Rm
 - f. Jan. 16, 2019 – Spec BOE Mtg – 5:30 p.m. – Hoffman Update - MES Board Room
 - g. Jan. 21, 2019 – Regular BOE Mtg – 6:30 p.m. Rapid Improvement Process Study; 7:00 p.m. - Regular Mtg - MES Board Room
21. Closed Session – the Board of Education Shall Move into Closed Session Pursuant to the Provisions of 19.85(1)(a)(c)(f), 118.22 and 118.125 as well as 120.13(1)(c) Wis. Statutes, for the Purposes of: Discussing the Employment Status of Employees Over Which the Board Has Jurisdiction or Exercises Responsibility 1) Personnel 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.

Public Participation at Board Meetings (Bylaws 0167.3)

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:
 - a. interrupt, warn, or terminate a participant's statement when the statement is too lengthy, personally directed, abusive, obscene, or irrelevant;
 - b. request any individual to leave the meeting when that person does not observe reasonable decorum;
 - c. 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;
 - d. 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;

- e. 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:
 - a. No obstructions are created between the Board and the audience.
 - b. No interviews are conducted in the meeting room while the Board is in session.
 - c. 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.