

School District of Manawa

Board of Education Meeting Agenda

September 16, 2019



1. Call to Order – President Johnson – **7:00 p.m.** – MES Boardroom, 800 Beech Street
2. Pledge of Allegiance
3. Roll Call
4. Verify Publication of Meeting
5. Presentations:
 - a. Introduction of Donna Wheeler, New Food Service Employee
 - b. Kobussen Transportation Report - Casey Fields and Jake Elsner
 - c. Q12 Survey Strategies - Lollipop Video
 - d. Hoffman Planning, Design, and Construction
 - i. Project Updates
 - ii. Schedule Review
 - iii. Budget/Contingency Report
6. Announcements:
 - a. Contributions to the District
 - b. Other Contributions
7. Consent Agenda
 - a. Approve Minutes of August 19, 2019 Board Meeting
 - b. Treasurer’s Report/Approve Expenditures & Receipts
 - c. Donations:
 - i. LWJr./Sr.HS: Stuff the Bus Supplies from the Manawa Lions Club, \$50 Yearbook and \$100.67 for Additional Supplies
 - ii. MES: Stuff the Bus Supplies from the Manawa Lions Club and \$150.67 for Additional Supplies
 - iii. Donation of School Supplies from Sacred Heart Catholic Church
 - iv. Donation from Carrie & Wayne Poole of Various Classroom Supplies
 - v. Manawa Lions Club \$150.67 to MES Urgent Needs
 - vi. Manawa Lions Club \$150.67 to LWJr./Sr.HS Urgent Needs
 - vii. Manawa Athletic Booster Club, Inc. \$800 - Half of Annual HUDL Volleyball Subscription
 - viii. Take Charge Nutrition \$187.06 to Project Backpack
 - ix. Solarus \$1,000 to Partner in Education - Student Activities
 - d. Consider Approval of Overnight Field Trip-HS Chorus to Lion’s Camp, in Rosholt on Nov 1-2, 2019
 - e. Consider Approval of the Updated N.E.W. Rehab Agreement for OT Services SY1920
 - f. Consider Approval of 9-Week Tuition Waiver 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: Card from the Family of Norm Perry
11. Board Recognition: No Recognitions This Month

12. District Administrator's Report:
 - a. Student Council Representative - Madalyn Nienhaus - 12th Grade
 - b. Legislative Update
 - c. Monthly Enrollment Update
 - d. WASB Fall Region 7 Meeting - October 30th - Neenah
 - e. WASB Joint Convention - January 22-24, 2020 - Milwaukee
 - f. CESA6 Membership Renewal \$4,500 for SY1920
13. School Operations Reports:
 - a. ES Principal: Highlights - Included in Board Packet
 - b. HS Principal: Highlights - Included in Board Packet
 - i. Updated Non-Athletic Co-Curricular Advisors
 - ii. Updated Cross Country Coach List
14. Business Related Reports:
 - a. Highlights - Included in Board Packet
 - i. July Financial Statement
 - ii. Hire of New Food Service Employee
15. Director's Reports:
 - a. Curriculum / Special Education Director Highlights
 - b. Technology Director Highlights
16. Board Comments:
 - a.
 - b.
17. Committee Reports:
 - a. Finance Committee (Pohl, Chair)
 - i. Short-term Borrowing RFP Process
 - ii. Audit Results
 - iii. July 2019 Financial Update
 - b. Buildings & Grounds (R. Johnson, Chair)
 - i. Endorse Selection of Fire Alarm Company
 - ii. MES Roof Leaks
 - iii. Referendum Project Updates
 - iv. Alternative Add Options
 1. Adding a Light Pack in HS Parking Lot
 2. HS Gym Roof Drains
 - a. Lead pipes leaking at joints
 - b. Pinhole leaks
 - c. Packing joints/Replacing drain segments of drain lines
 - d. Asbestos testing
 - v. HS Air Quality Tests
 - vi. MES Domestic Hot Water Heaters
 - vii. Replacement of Pickup Truck
 - viii. Football Field
 1. Field Boring Report
 2. Rettler Recommendation

- ix. Focus on Energy and Energy Efficiency Project Annual Reporting
 - x. Sale of Truck Plow Blade (No longer being used.)
 - xi. Quote from S & S Excavating for MES Playground Drain Tile and Installing Wood Chips (Wood chips are being donated by Conroys at Bear Lake)
 - xii. Quote on Tree Pruning from Mid-State Tree Service
 - 1. Dead tree at west entry to HS.
 - 2. Decorative trees at MES growing into soffit or needing professional shaping.
 - 3. Tree branches partially growing over the light pack on the center utility pole on the west end of the HS parking lot.
 - xiii. LaForce Quotes for Additional Fobbed Entrances at MES
 - xiv. Buildings & Grounds Committee Planning Guide
 - xv. Confirm Meeting Date: Wednesday, October 2, 2019, at 6:00 p.m.
 - 1. Review RFP submittals
 - 2. Regular Buildings & Grounds topics to follow RFPs
 - 3. Other
 - c. Policy & Human Resources Committee (Pethke, Chair)
 - i. Consider Endorsement of Secondary Lunch Duty Plan as Presented
 - ii. AG8410 Series (Violence, Imminent Warning Signs, Interventions, etc.)
 - iii. SDM Safety Plan: Emergency Response Protocols (No changes.)
 - 1. Annual DOJ Requirement for BOE Approval
 - 2. Implications of ALICE Training on Emergency Protocols
 - iv. Consider Endorsement of the AG 3141 Criminal Background Check Procedure
 - v. NEOLA Clarification on Nondiscrimination Language
18. Unfinished Business: No Unfinished Business This Month
19. New Business:
- a. Consider Approval of Martin Systems as Fire Alarm Company as Presented
 - b. Consider Approval of Remaining Contractors as per Bid Package #2 as Presented
 - c. Consider Approval of a 1-year Pilot of the Secondary Lunch Duty Plan as Presented
 - d. Consider Approval of the SDM Safety Plan: Emergency Response Protocols as Presented
 - e. Consider Approval of the AG 3141 Criminal Background Check Procedure as Presented
 - f. Consider Approval of the Sale of the Unused Truck Plow Blade as Presented
20. Next Meeting Dates:
- a. Sept. 18, 2019 – Fitness Center/New Public Entrance Focu Group Mtg – 6:00 p.m. HS Library
 - b. Sept. 30, 2019 – Mental Health Community Meeting – City Hall Mtg Room 7:00 p.m.
 - c. Oct. 2, 2019 – Bldgs & Grounds – Open Lawn Care RFP’s – 6:00 p.m. – MES Board Rm
 - d. Oct. 3, 2019 – Finance Comm Mtg – 5:00 p.m. – MES Board Room
 - e. Oct. 9, 2019 - Curriculum Committee Mtg – 4:00 p.m. MES Board Room
 - f. Oct. 9, 2019 – Policy & Human Resources Committee Meeting – 5:30 p.m. – MES Board Rm
 - g. Oct. 21, 2019 – Regular BOE Mtg – 7:00 p.m. – MES Board Room
 - h. Oct. 28, 2019 – Annual District Meeting – 7:00 p.m. – MES Board Room
 - i. Nov. 13, 2019 - Buildings & Grounds - 5:30 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), Wis. Statutes, for the Purposes of: Discussing the Employment Status of Employees Over Which the Board Has Jurisdiction or Exercises Responsibility 1) 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.

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.