

School District of Manawa

Board of Education Meeting Agenda

February 27, 2023



Google Meet joining information

Video call link: <https://meet.google.com/tkg-iyhe-kct>

Or dial: (US) +1 224-475-4267 PIN: 530 585 416#

1. Call to Order – President Reiersen – **5:00 p.m.** – MES Boardroom, 800 Beech Street
Hybrid Meeting Format (In-person Meeting for Board of Education at MES Board Room, 800 Beech Street & Virtual Components)
2. **Closed Session** – the Board of Education Shall Move into Closed Session Pursuant to the Provisions of 19.85(1)(c), Wis. Statutes, for the Purposes of: **(c)** Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility per Wisconsin Statute 19.85 (1) (c).
 - 1) Administrator Hiring Process & Evaluation
3. Reconvene in Open Session at **6:00 p.m.**
4. Pledge of Allegiance
5. Roll Call
6. Verify Publication of Meeting
7. District Showcase:
 - a. Introduction of New Staff
8. Presentations:
 - a. Learning I.A. Predictive Test (pre & mid-year)[Follow cohorts]
 - b. Learning IV.B. Attendance Mid-Year Report
9. Announcements:
 - a. Contributions to the District
 - b. Other Contributions
10. Consent Agenda
 - a. Approve Minutes of January 30, 2023, February 8, 2023, February 15, 2023, and February 21, 2023 Board Meetings
 - b. Treasurer’s Report: Approve Expenditures & Receipts
 - c. Donations:
 - i. Waupaca Chapter of Whittetails Unlimited - \$750.00 for Manawa Trap Club
 - d. Consider Approval of New Hire - Food Service Team Member as Presented
 - e. Consider Approval of Spring Athletic Coaches as Presented
 - f. Acknowledge Resignation of the District Health/Attendance Paraprofessional as Presented

11. Any Item Removed from Consent Agenda
 - a.
 - b.
12. Public Comments (Register to Speak Prior to Start of Meeting / Guidelines Listed Below Agenda)
13. Correspondence: None this month.
14. District Administrator's Report:
 - a. Student Council Representative - *Written Summary*
 - b. Legislative Update
 - c. Monthly Enrollment Update
 - d. Curriculum Director
 - e. District Vacancy Update
15. School Operations Reports:
 - a. ES Principal / Special Education Director: Highlights - Included in Board Packet
 - b. MS / HS Principal: Highlights - Included in Board Packet
16. Business Related Reports:
 - a. Highlights - Included in Board Packet
 - b. Kobussen Transportation Report
17. Director's Reports:
 - a. District Reading Specialist: Highlights - Included in Board Packet
 - b. Technology Director: Highlights - Included in Board Packet
18. Board Comments:
 - a.
 - b.
19. Committee Reports:
 - a. Curriculum Committee (Hollman) UPDATED 02/23/2023
 - i. Consider Endorsing the University of Florida University (UFLI) Literacy-Intervention Foundations for Grades K-5 as Presented (Information / Action)
 - ii. Consider Endorsing Course of Study Guide Social Studies Correction (page 23) as Presented (Information / Action)
 - iii. Consider Endorsing Youth Risk Behavior Survey for Administration to Grades 6 to 12 as Presented (Information / Action)
 - iv. Consider Endorsing the Inspire Waupaca County Program to Xello at an Annual Fee of \$2,000 per Year. [Inspire Wisconsin - Waupaca County Connects](#) (Information / Action)
 - v. Continue Review of Curriculum Timelines and Processes (Information / Action)
 - vi. Discuss High School Physical Education Credits (Information / Action)
 - b. Finance Committee (Jepson) UPDATED 02/23/2023

- i. Wisconsin Association for Equity in Funding presentation by John Humphries (Information / Action)
 - ii. Consider Endorsement of Additional Food Service Position at 28.75 Hours Per Week (Information / Action)
 - iii. Consider Endorsement of Fundraisers (Information / Action)
 - iv. Board of Education Budget - Fiscal Year Budget, Any Expenditures, Remaining Balance (Information)
 - v. Report of All Outside Services - Work Hired/Performed, Last 12 Months Expenditures
 - vi. Paraprofessionals - Budget Impact of Moving to Full-Time, Opportunity As Substitute Teachers (Information)
 - vii. Fund 46 CD Investment (Information / Action)
 - viii. Salary Comparisons for Administrators, Educators, and Support Staff (Information/Action)
 - ix. Staff and Program Changes (Information / Action)
 - x. Audit Report (Information)
 - xi. Review of PAES Lab Contract (Information / Action)
 - xii. Mileage and Meal Reimbursement Rate (Information / Action)
 - xiii. Experience Modification Factor for Worker's Compensation (Information)
 - xiv. Free Summer Meals Outreach (Information)
 - xv. Monthly Financial Summary (Information)
 - 1. October
 - 2. November
- c. Buildings & Grounds (Griffin) UPDATED 02/23/2023
- i. [Project Update](#) (Information / Action)
 - 1. MES Playground Equipment and Fundraising
 - 2. Curriculum Resource Materials
 - 3. Construction of Storage Building
 - a. What size of building is desired?
 - b. Where will the building be located?
 - c. Will the building be all or partially environmentally controlled?
 - d. What utilities will be needed? electricity, water, etc.
 - e. Other
 - 4. MES Corridor Tile Repairs
 - 5. Tuckpointing Both Buildings
 - 6. MES Water Bottle Fillers
 - 7. MS/HS Library Hall Water Bottle Filler
 - ii. Discuss School Signage (Information / Action)
 More signs were ordered as we ran short. They will be put up when we receive them.
 - 1. Restrooms
 - 2. Gym
 - 3. Elevator
 - 4. Entry
 - 5. District Office

6. Other

- iii. Consider Endorsing One- or Two-Year Extension of Lawn Care Contract with TruGreen (Information / Action)
- iv. Review Fire Department Annual Inspection (Information)
- v. Review J. F. Ahern Fire Protection Report (Information)
- vi. Provide Update on the Fitness Center Atrium Lighting (Information)
- vii. Review Door Decorating Requirements - [Schools and the Fire Code](#) (Information)
- viii. Review Buildings and Grounds Budget Report (Information)
- ix. The Unused Scissors Lift was sold to Conger Toyota for \$500 as it does not pass inspection for active use. (Information)
- d. Policy and Human Resources (Reierson) UPDATED 02/23/2023
 - i. Consider Endorsement of Adding Alternative Graduation Pathways to Policy 5460 - Graduation Requirements as Presented (Information /Action)
 - 1. Review Policy 5461 - Children At-Risk of Not Graduating From High School as Presented (Information / Action)
 - ii. Consider Endorsement of NEOLA Technical Changes as Presented (Information / Action)
 - iii. Consider Endorsement of Proposed Calendar and Professional Educator Handbook Language Change as Presented (Information / Action)
 - iv. Consider Elementary/Secondary School Work Hours Equity Issue Related to The Water Main Break as Presented (Information / Action)
 - v. Discuss Custodial/Maintenance Position Hours (Information)
 - vi. Discuss Maintenance Coordinator Position and Food Service Manager Assignment Options - Will be added to Staff and Program Changes as Needed (Information)
 - vii. Discuss Orientation and On-Boarding Process (Information / Action)
 - viii. Support Staff Concerns (10/10/22 meeting) - Special Education Paraprofessional Coverage Summary Report as Presented (Information)

20. Unfinished Business:

- a. Consider Approval of 2023-24 School Year Calendar as Presented
- b. Consider Approval of Professional Educator Handbook Language Change as Presented
- c. Consider Approval of Increase in Summer School Teacher Wage from \$25 Per Hour to \$30 Per Hour

21. New Business:

- a. Consider Approval of Revised Contracts and Related Documents as Presented
 - i. Revised - Letter Of Intent
 - ii. Revised - Administrative Contract Template with Addendum
 - iii. Revised - School District of Manawa Employment Agreement - Part Time
 - iv. Revised - Administrative Benefits - District Administrator
 - v. Revised - Administrative Benefits - Directors

- vi. Revised - Administrative Benefits - Principals
 - vii. Revised - Co-Curricular Assignment
 - viii. Revised - Individual Teaching Contract Template
 - ix. Revised - Limited Term Individual Teacher Contract
 - x. Revised - Manawa - Summer School Contract
 - xi. Revised - Summer School Coordinator Agreement
 - xii. Revised - Support Staff MOU Template
- b. Consider Approval of Mrs. Michelle Johnson as the Secondary Principal/District Reading Specialist/Secondary Curriculum Director for the 2023-24 School Year Commencing on July 1, 2023
 - c. Consider Approval of Mrs. Michelle Johnson to Begin Transition Supports to the Secondary Principal/District Reading Specialist/Secondary Curriculum Director Roles Commencing March 1, 2023 through June 30, 2023 for a Monthly Stipend of \$ _____
 - d. Consider Approval of the University of Florida Literacy-Intervention Foundations (UFLI) for Grades K-5 as Presented
 - e. Consider Approval of Course of Study Guide Social Studies Correction (page 23) as Presented
 - f. Consider Approval of Youth Risk Behavior Survey for Administration to Grades 6 to 12 as Presented
 - g. Consider Approval of the Inspire Waupaca County Program to Xello at an Annual Fee of \$2,000 per Year. [Inspire Wisconsin - Waupaca County Connects](#)
 - h. Consider Approval of Adding Alternative Graduation Pathways to Policy 5460 - Graduation Requirements as Presented (Request to forego the usual two month review process in order to implement immediately.)
 - i. Consider Approval of Membership in the Wisconsin Association for Equity in Funding
 - j. Consider Approval of Additional Food Service Position at 28.75 Hours Per Week Funding as Presented
 - k. Consider Approval of Fundraisers as Follows:
 - i. GSA Valentine Fundraiser (Advisor Mrs. Zabler) for the American Cancer Society
 - ii. Library Crowdfunding for Critical Thinking Through Play Project (Mrs. J. Krueger) as Presented
 - l. Consider Approval to Keep \$107,981.93 in the Fund 46 Money Market Account with ADM
 - m. Consider Approval of ACT Assessment Proposal as Presented
 - n. Review Status of Board Approved Projects as Presented
 - o. Discuss Virtual Learning Days When In-person School is Not Possible Due to Inclement Weather or Building Infrastructure Issues

22. Next Meeting Dates:

- a. March 13, 2023 - Policy and Human Resource Committee Meeting - 5:00 p.m. - MES Board Room
- b. March 16, 2023 - Curriculum Committee Meeting - 5:00 p.m. - MES Board Room
- c. March 20, 2023 - Finance Committee Meeting - 5:00 p.m. - MES Board Room
- d. March 27, 2023 - Regular Board of Education Meeting - 6:00 p.m. - MES Board Room
- e. TBD - Buildings and Grounds Committee Meeting - 5:00 p.m. - MES Board Room

23. Closed Session – the Board of Education Shall Move into Closed Session Pursuant to the Provisions of 19.85(1)(c), Wis. Statutes, for the Purposes of: **(c)** Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility per Wisconsin Statute 19.85 (1) (c).

1) Administrator Hiring Process & Evaluation

24. Board May Act on Items Discussed in Closed Session

25. 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.

Upon request to the District Administrator, submitted twenty-four (24) hours in advance, the District shall make reasonable accommodations including the provision of informational material in an alternative format for a disabled person to be able to attend this meeting.

This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public hearing. There may be a time for public comment during the meeting as indicated in the agenda.

0167.3 - PUBLIC COMMENT AT BOARD MEETINGS

The Board 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 who would like to have an item put on the agenda shall submit their request to the District Administrator no later than ten (10) 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 recommendation of the District Administrator and the approval of the Board President.

Public Comment Section of the Meeting

To permit fair and orderly public expression, the Board may provide a period for public comment at any regular or special meeting of the Board and publish rules to govern such comment in Board meetings.

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

The presiding officer shall be guided by the following rules:

- A. Public comment 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. Participants shall address only topics within the legitimate jurisdiction of the Board.
- H. All statements shall be directed to the presiding officer; no person may address or question Board members individually.
- I. 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.
- J. The portion of the meeting during which the comment of the public is invited shall be limited to fifteen (15) minutes unless extended by a vote of the Board.
- K. 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.

