

Minutes of February 27, 2023 School District of Manawa Board of Education Meeting

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) **5:00 p.m.** Mr. Fietzer moves to go to a closed session. Mrs. Krueger 2nds motion. Motion Carried.
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 **6:12 pm**
4. Pledge of Allegiance
5. Roll Call
 - Present: Sondra Reierson
Pete Griffin
Kerri Jepson
Stephanie Riske
Craig Fietzer
Jamie Krueger
 - Absent: Russ Hollman
6. Verify Publication of Meeting Verified by Dr. Oppor
7. District Showcase:
 - a. Introduction of New Staff (Moved to next meeting due to weather and internet connectivity problems)
8. Presentations: (All moved to next meeting due to weather and internet connectivity problems) Motioned by Jepson / Fietzer. Motion carried.
 - 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 (removed and add to next month’s meeting)
 - c. Donations:

- i. Waupaca Chapter of Whitetails 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* - No Representative. Mrs. Eck mentions there will be a Clean Up Day on April 21st - Coordination between Chief Severson and the Student Council. More information to come on logistics.
 - b. Legislative Update
 - c. Monthly Enrollment Update
 - d. Curriculum Director
 - e. District Vacancy Update
 - 5th Grade Teaching Position
 - Fietzer: How long will the 5th Grade Teaching position be open?
 - Dr. Oppor: It is up to the Policy and Staff meeting, along with the BOE approval on whether we still need it.
- 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
 - Jespon was given a phenomenal report regarding the Hibernation Celebration
 - b. Technology Director: Highlights - Included in Board Packet
- 18. Board Comments:
 - a. Fietzer: Thank you to all the people who helped with the "Do It For Daniel" Presentations

- b.
19. Committee Reports: [Jepson: Can we have the minutes from the committees be put on the agenda for the Board of Education meeting agendas again.](#)
- a. Curriculum Committee (Hollman)
- 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)
- 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)
- [Mr. McGregor is still working on the Fitness Center Lighting](#)
 - [Dr. Oppor is going to be researching and getting ideas for signage for the schools.](#)

- 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
 - Motioned by Riske / Krueger. Motion carried.
 - Discussion on how Summer School and Spring Break is scheduled. It has to do with the dates for the ACT. It affects sports regardless of the dates.
- b. Consider Approval of Professional Educator Handbook Language Change as Presented - Motioned by Griffin / Fietzer. Motion carried.
- c. Consider Approval of Increase in Summer School Teacher Wage from \$25 Per Hour to \$30 Per Hour - Motioned by Jepson / Krueger. Motion carried.

21. New Business:

- a. Consider Approval of Revised Contracts and Related Documents as Presented Motion by Griffin / Riske. Motion carried.
 - 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 Motion by Krueger / Feitzer. Motion carried.
- 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 \$2,000.00. Motion by Fietzer / Riske. Motion carried.
 - Discussion: Where the money figure came from and how her current duties will be affected. This can be reviewed and adjusted if needed.

- d. Consider Approval of the University of Florida Literacy-Intervention Foundations (UFLI) for Grades K-5 as Presented. [Motion by Fietzer / Krueger. Motion carried.](#)
- e. Consider Approval of Course of Study Guide Social Studies Correction (page 23) as Presented [Motion by Fietzer / Krueger. Motion carried.](#)
- f. Consider Approval of Youth Risk Behavior Survey for Administration to Grades 6 to 12 as Presented [Motion by Riske / Krueger.](#)
 - Discussion:
 - Survey from DPI
 - Opt In survey - parent HAS to give consent or student can not participate. Clarification to the parents needs to be addressed on the letter home that if the form is NOT returned, the student can not participate.
 - How to handle dual household custody? Surveys have to go to both households and both surveys have to be returned as consent given.
 - Done during home room and on Chrome books.
 - Anonymous survey
 - Opposed - Reierson.
 - Motion carried.
- 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](#)
 - [Motion by Jepson / Fietzer. Motion carried.](#)
 - Discussion:
 - Jepson would like clarification and more information for this program
 - Reierson would like to have tracking and benefit (usage) report/data
 - Mrs. Michelle Johnson explained there is a usage tracking report within the Xello program.
- 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.)
 - [Motion by Krueger / Riske.](#)
 - Discussion
 - Jepson would like to the Little Wolf High School diploma to mean something and not be given out by tailoring programs for students
 - Krueger mentioned that this is only for only one or two students that have difficulties with the actual test, but has passed the preparatory tests multiple times. This program will allow them to do the preparatory exams twice then be allowed to take the GED test.
 - Fietzer explained that the preparatory exams are half the length of the actual test. The actual test and the setting for the student is too much for the successful test taking.
 - Mrs. Eck commented that the program is designed for a very small group of students, maybe one or two a year.

- Requirements:
 - Student has to be a senior
 - Read at an 9th grade level
 - Behind in credits
 - Must show competency.
- Program is not to be used as a tool to graduate early
- This student has shown competency, just not at that moment for that test.
- Dr. Oppor mentioned that we do not have any other pathways to graduation in this community. This is a way to open doors for students that learn in different ways.
- Fietzer says that the graduation certification shows competency where the Laude and Honors shows the high end of the education spectrum. This program is designed to take value away from our graduation certification, the Laude or Honors system. It is showing that the competency is there by alternate means.
- Krueger continued to say that the competency in this program has to be shown multiple times, contentment, and the rigor to continue in the program.
- Mrs. Eck explained that with this program, they get a Little Wolf's diploma through the "GED option 2 program"
 - They have to pass the four GED tests (Science, Social Studies, Math, and Language Arts)
 - Take Financial Literacy
 - Pass the Civics exam
 - Successfully pass the competency tests that are given to them on the numerous topics/subjects
- Jepson commented that it sounds like we are already doing this program even though this is not what the policy says to do
- Mrs. Eck mentioned that in 2006 we applied to be part of the "GED Option 2" program with the State of Wisconsin. Yes, we have had this in Manawa, she can not speak to the policy.
- Krueger - the Phoenix Program on the web page mentions this option and it is outlined.
- Dr. Oppor explains that the policies Option 2 and half of Option 3 are brand new.
- Jepson: Q: Option 3 is the part that affects the student in question?
Krueger: A: Yes
- Jepson: Q: Is there any urgency to Option 2?
Krueger: A: Given the amount of data that we were given, keeping Option 2 would be appropriate.
Jepson - Would like more time and get more information before making a decision on Option 2. To vote on only the time sensitive issues today for what is affecting our seniors now. Table Option 2.

- Krueger asks Mrs Eck for clarification if we have any students that fall under option 2. Mrs. Eck said no, but the option allows for another opportunity for students who do not qualify for the GED option. It is not immediate at the moment.
- Fietzer - Call to Question
 - Reierson explained “Call to Question” according to “Robert’s Rules to Order” in the discussion phase after there has been a motion and it has been seconded, it stops all discussion and requires a vote.
 - In favor of motion - Reierson, Griffin, Fietzer, Riske, Krueger.
 - Opposed - Jepson
 - Motion carried.
- i. Consider Approval of Membership in the Wisconsin Association for Equity in Funding **Motion by Jepson / Krueger. Motion carried.**
- j. Consider Approval of Additional Food Service Position at 28.75 Hours Per Week Funding as Presented **Motion by Griffin / Fietzer. Motion carried.**
- k. Consider Approval of Fundraisers as Follows:
 - i. GSA Valentine Fundraiser (Advisor Mrs. Zabler) for the American Cancer Society **Motion by Krueger / Fietzer. Motion carried.**
 - ii. Library Crowdfunding for Critical Thinking Through Play Project (Mrs. J. Krueger) as Presented **Motion by Krueger / Riske. Motion carried.**
- l. Consider Approval to Keep \$107,981.93 in the Fund 46 Money Market Account with ADM **Motion by Griffin / Jepson. Motion carried.**
- m. Consider Approval of ACT Assessment Proposal as Presented **Motion by Riske / Krueger. Motion carried.**
- n. Review Status of Board Approved Projects as Presented
 - MES Playground
 - Two big pieces will be arriving in July. Wood chips will be delivered after installation
 - PTO will be donating \$5000.00 to go toward the rest of the “Dream Playground”. Have spoken with AMCOR and Thrivent.
 - Gaga Ball Courts
 - More swings
 - Vending Machines - have not shown up yet. Training will be given when they arrive.
 - Commons Furniture - Students are enjoying it.
- o. Discuss Virtual Learning Days When In-person School is Not Possible Due to Inclement Weather or Building Infrastructure Issues
 - Reierson asked how we will address the issue of not having internet connectivity. Geographical location, internet provider, and weather all play a factor.
 - Riske asked, “When will the parents know there is school the Monday after Easter?”

- Table for the next meeting. Need to poll the teachers and get their feedback.

22. Next Meeting Dates:

- a. March 13, 2023 - Policy and Human Resource Committee Meeting - 5:00 p.m. - MES Board Room
- b. March 14, 2023 - Closed Session - 5:00 p.m. - MES Board Room
- c. March 16, 2023 - Curriculum Committee Meeting - 5:00 p.m. - MES Board Room
- d. March 20, 2023 - Finance Committee Meeting - 5:00 p.m. - MES Board Room
- e. March 27, 2023 - Regular Board of Education Meeting - 6:00 p.m. - MES Board Room
- f. 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

Motioned to go into Closed Session with a 5 minute break by Fietzer/Jepson. Motion carried.

Open Session adjourn: 8:21 p.m.

24. Board May Act on Items Discussed in Closed Session

25. Adjourn

Minutes taken by TaraLa Jackson