

School District of Manawa

Board of Education Agenda

June 18, 2018



1. Call to Order – President Johnson – **6:30 p.m.** – MES Boardroom, 800 Beech Street
 - a. **Book Study - 6:31 p.m. - Chapter - Part 3 - Transforming Trust, Chapter 12-16**
2. Reconvene in Open Session - **7:00 p.m.**
3. Pledge of Allegiance
4. Roll Call
5. Verify Publication of Meeting
6. Presentations:
 - a. School Funding 101 - Carmen O'Brien, Business Manager
7. Announcements:
 - a. Contributions to the District
 - b. Other Contributions
8. Consent Agenda
 - a. Approve Minutes of May 21 and 29, 2018 Board Meetings
 - b. Treasurer's Report/Approve Expenditures & Receipts (on website)
 - c. Donations:
 - i. Tri-Valley Garden Club \$25 for Paving the Way
 - ii. Families in Education \$347.17 to National Honor Society
 - iii. Disabled American Veterans Chapter 53 \$400 for Band for Memorial Day Parade
 - iv. Alliant Energy \$2,000 for Paving the Way PAES Lab
 - v. Manawa Area Chamber of Commerce \$385.15 for Special Needs Funds
 - vi. Manawa Athletic Booster Club - Logo Detailing on Utility Trailer
 - d. Accept Resignation from Lindsay VandenLangenberg, Special Education Paraprofessional
 - e. Accept Resignation from Todd Zielke, Head Softball Coach
 - f. Accept Resignation from Sheri L. Barber, 1st Grade Teacher
 - g. Accept Resignation from Henry Byrd, PT Custodian
 - h. Accept Retirement from Kris Wegener, ES Administrative Assistant
 - i. Consider Approval of Football Coaches for SY201819
 - j. Consider Approval of Girls Basketball Coaches for SY1819
 - k. Consider Approval of Boys Basketball Coaches for SY1819
 - l. Consider Approval of 2018 Back to School Grant Application from Meemic Image
 - m. Consider Approval of the 2nd Qtr 2018 Traditional Grant Application from Meemic Image
 - n. Consider Approval of a 1.0 FTE Social Studies Teacher for the SY1819
 - o. Consider Approval of the 2018 PACE Program Submissions for Professional Staff for SY1819
9. Any Item Removed from Consent Agenda
 - a. Removed item #1
 - b. Removed item #2
10. Public Comments (Register to Speak Prior to Start of Meeting / Guidelines Listed Below Agenda)
11. Correspondence:
 - a. Thank You from The Brigade for Use of Facilities

12. Board Recognition:
 - a. Track Team Competed at State - Samantha Struzynski, Laynie Bessette, Aspen Linjer and Coach Patrick Collins
 - b. Golf Team Competed at State - Ryan Schuelke, Peyton Schuelke, Connor Schuelke, Seth Forbes, Zach Kriesel, Gibson Bailey, Colin Moser and Coach Tim Schuelke
13. District Administrator's Report:
 - a. Legislative Update
 - b. School Perceptions Survey
 - c. Athletic Trainer Summary for SY201718
 - d. Manawa Elementary School Renovation Timeline
 - e. Youth Risk Behavior Survey 2017 - State Summary
14. School Operations Reports:
 - a. ES Principal: Highlights - Included in Board Packet
 - b. HS Principal: Highlights - Included in Board Packet
15. Business Related Reports:
 - a. Kobussen Report
16. Director's Reports:
 - a. Curriculum / Special Education Director Highlights - Included in Board Packet
 - b. Technology Director Highlights - Included in Board Packet
17. Board Comments:
18. Committee Reports:
 - a. Curriculum Committee
 - i. Title I School-Wide Program Plan – Jackie Gast
 - ii. LWJSHS Student Handbook SY201819
 - iii. MES Student Handbook SY201819
 - b. Finance Committee
 - i. Financial Reports
 - ii. Salary Advancement Model
 - iii. Wage Equalization Requests
 1. Set Athletic Director Stipend
 2. Adjust PI-34 Mentor Stipend
 3. Reduction of Para-Educators Memo
 4. Other
 - iv. Wage and Benefit Projections
 - v. N.E.W. Occupational Therapy Contract Renewal for SY1819
 - vi. Fundraisers Approval SY201819
 - vii. Safety Grant
 - c. Buildings & Grounds
 - i. Securing Former Elementary School Building to Prevent Liability Risks
 - ii. Fire Department Inspection
 - iii. Natural Gas Leak on H.S. Boiler
 - iv. SY1718 Maintenance Budget
 1. General Budget

- 2. Edger
- 3. Resurface Track
- 4. Spare Lawnmower Blades
- 5. Roof Leaks
- 6. Board Room Furniture
- 7. Other
- v. Update on Energy Efficiency Projects
 - 1. Process for Change Orders
 - 2. MES Boilers and Water Heaters (low voltage error message on boilers)
 - 3. Additional Projects 2018-19: MES Chiller, Windows, Lighting and MES Secured Entrance
- d. Policy & Human Resources Committee
 - i. Approve Revised Professional Educator Handbook Curriculum Reference on pg. 19
 - ii. Administrative Guidelines 4000's
 - iii. Athletic Director's Updated Job Description
 - iv. Administrative Guidelines 9000's
- e. Ad-Hoc Recognition Committee
 - i. Review Recognition Program & Make Recommendations for 2018-19:
 - a. Guidelines for Awards (i.e. two consecutive years, etc.)
 - b. Invitations
 - c. Guest List
 - d. Menu & Ordering Food
 - e. Program
 - f. Accomplishment Insert
 - g. Other
 - ii. Fill Vacancies on the Committee
 - a. New member: Tracy Konkol
 - b. Replace Lindsay Vanden Langenberg

19. Unfinished Business: - None this Month

20. New Business:

- a. Consider Approval of Medical Advisory Position for SY201819 as Presented
- b. Consider Approval of the Certified Athletic Trainer Agreement (ATC) with Orthopedic & Spine Therapy (OST) for SY201819 as Presented
- c. Consider Approval to set the Athletic Director Stipend at \$15,000 with the Revised Job Description as Presented
- d. Consider Approval to Increase Mentor Pay to \$250 per Mentee as Presented
- e. Consider Approval of Making the PI-34 Mentor Stipend Adjustment Retroactive to the SY1718 as Presented
- f. Consider Approval of the Reduction of One Special Education Para-Educator as Presented
- g. Consider Approval of the Transfer of One Special Education Paraprofessional to Provisional Special Education Teacher Position for SY1819 as Presented
- h. Consider Approval of Revised Staff and Program Changes for SY1819 as Presented

- i. Consider Approval of the N.E.W. Occupational Therapy Contract Renewal for SY1819 as Presented
 - j. Consider Approval of the Fundraisers for SY1819 as Presented
 - k. Consider Approval of the LWJSHS Student Handbook SY201819 as Presented
 - l. Consider Approval of the MES Student Handbook SY201819 as Presented
 - m. Consider Approval of the Revised Professional Educator Handbook Curriculum Reference on pg. 19 as Presented
 - n. Consider Approval of the Administrative Guidelines 4000's as Presented
 - o. Consider Approval of the Administrative Guidelines 9000's as Presented
 - p. Consider Approval of the Process for Change Orders as Presented
21. Next Meeting Dates:
- a. June 27, 2018 - Special Mtg - 6:00 p.m. School Perceptions Survey Results - MES Brd Rm
 - b. July 9, 2018 - Curriculum Committee Meeting - 4:00 p.m. - MES Board Room
 - c. July 11, 2018 - Policy & Human Resources Committee Mtg - 5:00 p.m. - MES Board Rm
 - d. July 12, 2018 - Finance Committee Meeting - 6:00 p.m. - MES Board Room
 - e. July 16, 2018 - Regular BOE Mtg - 6:30 p.m. Book Study - 7:00 p.m. Open Mtg - MES Brd Rm
 - f. Set Date for August Bldgs & Grounds Comm Mtg
22. 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.