

School District of Manawa

Special Board of Education Agenda

August 28, 2018



1. Call to Order – President Johnson – **6:00 p.m.** – MES Boardroom, 800 Beech Street
2. Pledge of Allegiance
3. Roll Call
4. Verify Publication of Meeting
5. Consent Agenda:
 - a. Accept Resignation of Special Education Paraprofessional - Kelly Berrens
 - b. Consider Approval of Hire of 6th Grade Teacher for SY1819
 - c. Consider Approval of Hire of Clerical/Health Paraprofessional for SY1819
 - d. Consider Approval of Hire of Special Education Paraprofessional for SY1819
 - e. Consider Approval of Hire of Food Service Dishwasher / Server for SY1819
 - f. Consider Approval of Hire of MS Volleyball Coaches for SY1819
6. Unfinished Business:
 - a. Review Communications Spreadsheet
 - i. Who are the five people with whom you talked?
 - ii. How is the conversation going? (feelings/perceptions)
 - iii. Are there any questions for which the group has not discussed the answers? (surprises/insights)
 - iv. What strategies are you using to seek out people with whom to talk?
 - b. Review the Facebook Posting
 - c. Review Informational Questions #2
 - d. Review Informational PowerPoint Presentation
 - e. Review and Revise the Script - Consistent Messaging
 - f. Review and Revise the FAQ
 - g. Review the Financial Displays
 - h. Review Communication Plan
 - i. Other Referenda Planning Discussions
7. New Business: None
8. Next Meeting Dates:
 - Sept. 5, 2018 – Policy & HR Committee Meeting – 5:00 p.m. – MES Board Room
 - Sept. 11, 2018 – Finance Committee Meeting – 6:00 p.m. – MES Board Room
 - Sept. 12, 2018 – Community Stakeholders Meeting – 6:30 p.m. – MES Library
 - Sept. 17, 2018 – Regular BOE Mtg - 6:30 p.m. Book Study - 7:00 p.m. Open Session - MES Board Room
 - Oct. 9, 2018 - Curriculum Committee Meeting - 4:30 p.m. - MES Board Room
 - Set next Board Special Meeting Date

9. 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.

Forwarded message -----

From: **Kelly berrens** <kellyberrens@yahoo.com>

Date: Fri, Aug 24, 2018 at 1:34 PM

Subject: Resignation of offer

To: Michelle Pukita <mpukita@manawaschools.org>

Hello Michelle, per our conversation I am emailing my resignation to the offer for the paraprofessional position with Manawa school district due to me going back to school. Thank you very much for the opportunity and I will be in touch once my schooling is complete.

Kelly Berrens

Sent from my iPhone

--

Michelle Pukita

Elementary School Principal

School District of Manawa

[800 Beech Street](#)

[Manawa, WI 54949](#)

phone: (920) 596-2559

mpukita@manawaschools.org



Students choosing to excel; realizing their strengths.

To: Dr. Melanie Oppor

From: Michelle Pukita

Date: August 27, 2018

Re: Recommend Hire for 1.0 FTE Grade 6 One-Year Position

The purpose of this memo is to formally recommend Joseph Christensen for the 1.0 FTE Grade 6 one-year position for the 2018-19 school year.

Mr. Christensen taught 15 years for Racine Unified School District as the Grade 6 Social Studies teacher. Before becoming a teacher, Mr. Christensen worked in retail for 15 years.

Mr. Christensen received his Bachelor of Science Degree from the University of Wisconsin-Whitewater with a major in Psychology and a minor in Personnel Management in 1985. Mr. Christensen then went back to school and majored in Elementary Education from Cardinal Stritch University, receiving his certification in 2003.

Mr. Christensen also has experience in teaching reading, language arts, math, health, and physical education. Mr. Christensen has taught summer school in grades two, three, and six for the Racine Unified School District. Mr. Christensen has also instructed in an after-school enrichment program for five years.

Mr. Christensen's previous supervisor states that Mr. Christensen is willing to learn and implement district policies and procedures. He contributed positively and thoughtfully to daily team meetings. He demonstrates solid classroom management, building positive relationships with students and their family members.

There was a total of 2 candidates that were contacted to be interviewed out of a total of 3 applicants. One of the applicants canceled the first round of interviews. Mr. Christensen's focus during the interview was building relationships with students key to their learning. Mr. Christensen will complement the MES team.



School District of Manawa

"Students Choosing to Excel, Realizing Their Strengths"

800 Beech Street | Manawa, WI 54949 | (920) 596-2525

District Fax (920) 596-5308 | Elementary Fax (920) 596-5339 | Jr./Sr. High Fax (920) 596-2655

www.manawaschools.org

August 27, 2018

Joseph Christensen
204 Aubrey Court
New London, WI 54961

Dear Mr. Christensen:

The purpose of this letter is to confirm the offer of employment made to you to teach in the School District of Manawa (the "District") for the 2018-2019 school year. If you intend to accept the offer of employment, please sign and return a copy of this letter to Dr. Melanie Oppor, District Administrator, on or before August 28, 2018. Failure to return a signed copy of this letter to Dr. Oppor on or before August 28, 2018 shall be deemed notice that you do not intend to accept the offer of employment.

Please be advised that the Board of Education intends to take up the issue of your employment at a special meeting on August 28, 2018. In the event the Board of Education approves your employment for the 2018-2019 school year, you will be issued an Individual Teaching Contract for the 2018-2019 school year.

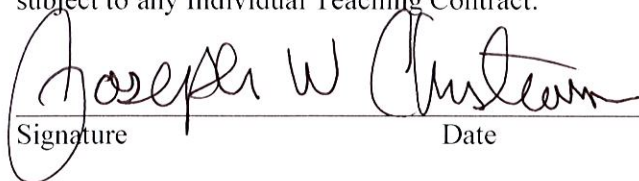
Any Individual Teaching Contract issued to you for the 2018-2019 school year is subject to the provisions of Sections 118.21 and 118.22, Wis. Stats., the rules, regulations and policies of the Board of Education, now in effect or becoming effective during the 2018-2019 school year. You will be expected to abide by and comply with the same.

Be advised that all school programs offered in the School District of Manawa are regularly reviewed, with recommendations regarding program changes and staffing made to the Board of Education. Because of enrollment fluctuations, program changes, budgetary constraints or other unknown factors and conditions, it may be necessary for the District to modify assignments, add positions or reduce/eliminate positions. Should program changes result in a change in your status, you will be notified as soon as possible.

Sincerely,

Dr. Melanie J. Oppor
District Administrator

It is my intent to accept employment with the School District of Manawa for the 2018-2019 school year, subject to any Individual Teaching Contract.

 8-28-18
Signature Date



Students choosing to excel; realizing their strengths.

To: Dr. Melanie Oppor

From: Michelle Pukita

Date: August 27, 2018

Re: Recommend Hire of Clerical/Health Paraprofessional

The purpose of this memo is to formally recommend Donna King-Starry for the Clerical/Health Paraprofessional beginning the 2018-19 school year.

Ms. King-Starry has a variety of work experience that qualifies her for this position. Ms. King-Starry was a substitute teacher for the past school year. Ms. King-Starry was also a Tae Kwon Do instructor for over four years. Ms. King-Starry was a case manager at Healthy Beginnings for over two years. Other jobs Ms. King-Starry have done includes a Girl Scout Troop leader, Sunday School Teacher, and Facilitator for Love and Logic.

One of Ms. King-Starry's previous supervisors states she is a great role model for students. A second previous supervisor states she is very flexible and can get along with different personalities in the profession of education. Three previous supervisors state Ms. King-Starry has remarkable organizational skills.

Ms. King-Starry holds a Bachelor of Science degree from the University of Wisconsin-Oshkosh majoring in Elementary Education. Ms. King-Starry also holds a Bachelor of Science degree from the University of Wisconsin-Stevens Point in Broadfield Social Science and Psychology. Three candidates applied and interviewed for this position. Ms. King-Starry's work experience and skill set will add much to the SDM office team, MES team, and the care of MES students.



Students choosing to excel; realizing their strengths.

To: Dr. Melanie Oppor

From: Michelle Pukita

Date: August 28, 2018

Re: Recommend Hire of Special Education Paraprofessional

The purpose of this memo to formally recommend Laura O'Brien for the Special Education Paraprofessional beginning the 2018-19 school year.

From September of 2000 through June of 2013 Ms. O'Brien worked for the School District of Manawa as a Special Education Paraprofessional. From 2012-2016 Ms. O'Brien worked on a farm in a dairy parlor milking 180 cows. Ms. O'Brien then became a Nanny.

Ms. O'Brien has 13 years of experience working with special education students. Ms. O'Brien enjoys working with students of all ages.

Ms. O'Brien previous supervisors have stated she is team oriented. Ms. O'Brien will do anything that is asked of her and will go above and beyond her duties. MES staff that have worked with Ms. O'Brien have only positive words to say about her.

Ms. O'Brien holds her Special Education Paraprofessional Certificate, verifying she is highly qualified for this position. Three candidates applied. Ms. O'Brien's work experiences and skill set will add much to the SDM Special Education program, the MES team, and the care of MES students.



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To: Dr. Melanie Oppor
Fr: Skylar Liebzeit
Date: 8/27/18
Re: 2018 MS Volleyball Coach Update

I am recommending the following coach for the 2018 MS Volleyball coaching assignments:

Name	Position	Information
Austin Rohan	Head 7th Grade Volleyball Coach	Austin Rohan has an understanding of the game of volleyball through recreational play. He will be a great candidate for the position with the guidance of Coach Ziemer and Aubrie Millard. Austin will be replacing Dana Bonikowske who recently had her child.
Sydney Bailey (Pending Background Check)	MS Volunteer Assistant Coach	Sydney Bailey is being recommended as a volunteer assistant coach for the 7th & 8th grade programs. Sydney is a 2018 grad of Little Wolf High School and understands the vision of the Manawa Volleyball Program.

Dr. Melanie J. Oppor
District Administrator
moppor@manawaschools.org
(920) 596-2525

Daniel J. Wolfgram
Jr./Sr. High School Principal
dwolfgram@manawaschools.org
(920) 596-5800

Michelle Pukita
Elementary School Principal
mpukita@manawaschools.org
(920) 596-5700

Carmen O'Brien
Business Manager
cobrien@manawaschools.org
(920) 596-5332

Danielle Brauer
Curr./Spec. Ed. Director
dbrauer@manawaschools.org
(920) 596-5301



The following is a Facebook post by Jacob Elsner, a recent high school graduate. He writes:

“I have never ranted on Facebook and I don’t intend to do so now. Yet I feel strongly opposed to the upcoming referendum as written and I needed to be heard so please take a minute of your time to hear me out!

I care very much for the School District of Manawa (SDM) and want it to succeed! The SDM wants the public's vote to pass a \$12 million dollar referendum to update the Little Wolf Jr/Sr High School. This would include construction to add on to the front of the school to make room for sixth grade students (11 yr olds) to be housed with 17 and 18 yr old students under one roof. This is NOT a good idea in any way. Let’s review the history:

The SDM had three operational schools, the two currently operating and the former elementary school now referred to as non operational. As a measure of cost containment, it was decided to close the elementary school leaving the district with K-6 and 7-12 school buildings fully operational. Almost half of the former elementary school had been renovated and was fairly new. Following its closure, there was a public auction to raise money which resulted in gutting the building of wiring, building materials, plumbing fixtures etc as well as moveable items such as desks, chalkboards, tables etc. Since then, it has been used for storage and is beyond repair due to water issues etc. The referendum includes an expenditure of approximately \$380k to demolish it and make it a green space.

In preparation for this referendum, the BOE authorized a \$1M expenditure to hire two consultants to conduct a site study of the SDM buildings. The BOE agreed to borrow the funding to cover this expense. The study definitely indicated that there were maintenance and replacement issues of mechanicals as well as building code violations and safety issues regarding visitor entrances to the buildings.

This raises serious concerns.

When the decision was made to close the former elementary, I believe there was a forecast presented that showed a declining student population for approximately 15+ years where this space was not needed. What happened that it now appears there needs to be more space? What is the projection now based on enrollment? Two grades were shifted into the high school then and now they are proposing a third grade be shifted again? Is the enrollment at K-5 that staggering that they need even more space? Are they really saying there needs to be a third school again? When does this end by continually shifting kids to the high school?

LWHS Jr/Sr high does not have adequate gymnasium space now to handle its current needs. It will be impossible to accommodate yet another grade without adding another gym or enlarging it. Also what is the financial impact to the district in terms of staffing?

Security also becomes a greater concern; the younger the student the greater the concern for safety and security needs. Evacuation time for fire /bomb threats/active shooter become a greater concern as there are not only more people but they are younger.

I agree that monies probably need to be spent in overall maintenance and/or replacement of mechanicals and building code updates. I don't believe the 6th grade needs to be moved to the 7-12 building nor do I think the "green space" is needed. Wouldn't it be nice to have that space used as a community recreation center funded by the city and surrounding townships for citizen use? Perhaps selling that land/parking lot might bring revenue to the school district.

If you'd like more information, go to www.manawaschools.org and look at the board meeting minutes.

I thank you for your time in reading this. You may or may not agree. I am not opposed to spending monies necessary to improve/maintain district facilities but I disagree strongly with how the money will be used based on past history and enrollment. Please share my post if you agree with me! Voting is your right, voting is your voice and you need to make yourself heard in November."