

CEDARBURG SCHOOL DISTRICT

Mission Statement

The mission of the Cedarburg School District is to provide an exemplary education that challenges students in a nurturing environment to develop into lifelong learners, to become responsible adults, and to achieve their goals and dreams.

Board of Education Regular Board Meeting

June 15, 2016

7:00 p.m.

Cedarburg High School Large Group Instruction Room

W68 N611 Evergreen Boulevard

Cedarburg, WI

Minutes -

*To view the June 15, 2016 School Board meeting in its entirety,
go to Cedarburg School District You Tube Channel*

Board Members Present: Jeff Brey, Kevin Kennedy, Rick Leach, Philip McGoohan, Mark Meisner
Board Members Excused: David Krier, Chris Reimer

Others Present: Todd Bugnacki, Superintendent; Karen Dvornik, Director of Business Services; Conrad Farner; Director of Human Resources; Alan Groth, Director of Curriculum & Instruction; Ted Noll, Director of Student Services; Kirstin Rose, Director of Technology; Angela Little, Thorson Principal; and other interested citizens.

I. Call to Order – Kevin Kennedy, Vice President

Kevin Kennedy called the meeting to order at 7:00 p.m.

II. Statement of Public Notice – Kevin Kennedy, Vice President

III. Pledge of Allegiance

IV. Resolutions and Recognitions

- A. Congratulations to the following Class of 2016 students who have earned Summa Cum Laude: Nicole Albrecht, Thomas Artz, Victoria Paige, Allisa Barber, Andrew Bilsborough, Alexander Bothe, Evelyn Bowman, Kayla Bublitz, Michael Buyler, Daniel Chyko, Katherine Drabot, Molly Eilbes, Elizabeth Engman, Brianna Filtz, Emily Gabel, Megan Griffin, Allie Grossman, Sophia Haagensen, Katelyn Haasch, William Hagen, Ella Hosack, Grace Hu, Marais Kimmel, Jarod Kimmes, Jaya Knuth, Hunter Lynch, Lydia Moser, Christopher Naas, Jared Nickodem, Mackenzie O’Connell, Jack O’Neil, Emily Olson, Zachary Paul, Daniella Peters, Samuel Poehlmann, Avian Robinson, Samantha Schrader, Xavier Schultze, Rachel Stucke, Megan Thorison, Emily Tomashek, Lindsey Tushman, Alexis Voeller, Heidi Willden, Jacob Worzalla, Hannah Yurske.

- B. Congratulations to the Class of 2016's Valedictorian, Heidi Willden.
- C. Congratulations to Webster Middle for being selected by the Wisconsin RtI Center as a School of Distinction for their work accomplished through the implementation of Positive Behavioral Interventions and Supports (PBIS).
- D. Congratulations to Thorson Elementary for being selected by the Wisconsin RtI Center as a School of Distinction for their work accomplished through the implementation of Positive Behavioral Interventions and Supports (PBIS).
- E. Congratulations to Westlawn Elementary for being selected by the Wisconsin RtI Center as a School of Merit for their work accomplished through the implementation of Positive Behavioral Interventions and Supports (PBIS).

Mr. Bugnacki congratulated the schools on receiving these awards for the second year in a row.

- V. The Board may take action regarding the Consent Agenda.
 - A. Minutes of the May 18, 2016 School Board meeting.
 - B. Budget and Finance - review District financial information including summary of accounts, the check register and check detail.
 - C. Personnel Report

Professional Employees

Separation of Employment

Hope DeLeon, Teacher, Parkview Elementary School
Teresa Karrels, Teacher, High School
Jody Sonsalla, Teacher, Webster Transitional School
Scott Matzcak, Teacher, Webster Transitional School
Lacey Ganser, Psychologist, Westlawn Elementary School

Contract

Lindsey Hamann, Speech & Language Pathologist, Parkview Elementary School
Joseph Timm, Math Teacher, Webster Transitional School
Sarah Kesler, Music Teacher, Parkview Elementary School
Valerie Kosek, 4 Yr. Old Kindergarten Teacher, Thorson Elementary School
Lynea Axelson, Art Teacher, Webster Transitional School
Jami Huennekens, Special Ed Teacher, Thorson Elementary School
Blair McCalmont, 1st Grade Teacher, Thorson Elementary School

Classified/Support Staff

Separation of Employment

Ella Lehman, Para Professional Aide, Webster Transitional School
Kim Parks, Para Professional Aide, Webster Transitional School
Robin Carpenter, Administrative Assistant, High School

Mr. Leach moved to approve the Consent Agenda. Mr. Brey seconded the motion. Motion passed, 5-0.

VI. Reports

- a. Superintendent's Notes
 - i. Teaching Learning Team - 4K Update

Mr. Groth presented an update to the 4K implementation for the 2016-17 school year. He discussed implementation tasks, curriculum development, summer work and looking ahead. Under curriculum development, he explained the learning targets: literacy, math, science and exploration and wellness. He explained the reporting plan and progress report.

The 4K start up dates: placement letters for a.m. / p.m. were sent the week of June 1. Parent orientation is August 24, Sneak Peak is August 30 and first day of school is September 1 or September 2.

Mr. Bugnacki thanked Mr. Groth and his team for their hard work implementing 4K.

Discussion ensued.

VII. Recommendations

- A. Mr. Leach moved to accept the \$500 donation from Wells Fargo Community Support Campaign and a matching gift of \$500 from Mr. & Mrs. Fitzpatrick, to be used by Westlawn Elementary School. Mr. McGoohan seconded the motion. Motion passed, 5-0.
- B. Mr. Leach moved to accept the \$750 donation from the Fine Arts Boosters. This donation is to be used by Cedarburg High School's Art Department. Mr. McGoohan seconded the motion. Motion passed, 5-0.
- C. Mr. Leach moved to accept the \$750 donation from the Fine Arts Boosters. This donation is to be used by Cedarburg High School's Music Department. Mr. McGoohan seconded the motion. Motion passed, 5-0.
- D. Mr. Leach moved to accept the \$750 donation from the Fine Arts Boosters. This donation is to be used by Cedarburg High School's Band Department. Mr. McGoohan seconded the motion. Motion passed, 5-0.
- E. Mr. Leach moved to accept the \$1,565 donation from the Fine Arts Boosters. This donation is to be used by Cedarburg High School's Instrumental Music Department for grants, amps and plaques. Mr. McGoohan seconded the motion. Motion passed, 5-0.
- F. Mr. Leach moved to accept the \$1,500 donation from Cedarburg Band Boosters to be used by Cedarburg High School's Marching Band. Mr. McGoohan seconded the motion. Motion passed, 5-0.
- G. Mr. Leach moved to accept the Kohl's Cares Field Trip Grant totaling \$3,000 (\$1,000 per grade) to be used by Parkview Elementary School for the 2016-17 school year. Field Trips include, 1st Grade, Milwaukee County Zoo; Kindergarten and 3rd Grade, Milwaukee Public Museum; and 5th Grade Biz Town. Mr. McGoohan seconded the motion. Motion passed, 5-0.

- H. Mr. Leach moved to accept the \$800 donation from Innovative Storage Designs, Inc. to be used by the Cedarburg High School Girls' Swim team. Mr. McGoohan seconded the motion. Motion passed, 5-0.
- I. Mr. Leach moved to accept the donation of 200 garment bags from Men's Warehouse of Grafton, totaling \$1,000 to be used by Cedarburg High School's Band program for Band Uniforms. Mr. McGoohan seconded the motion. Motion passed, 5-0.
- J. Mr. Leach moved to accept the \$2,200 donation from The Cedarburg Lion's Club to be used by Cedarburg School District: \$500 for National History Day; \$200 for AFS; and \$1,500 for the Robotics program. Mr. McGoohan seconded the motion. Motion passed, 5-0.
- K. Mr. Leach moved to accept the \$500 donation from Girl Scout Troop 8330 to be used by Westlawn Elementary School for their Playground Project. Mr. McGoohan seconded the motion. Motion passed, 5-0.
- L. The Board may take action to approve the 2016-17 CPAC Contract Renewal.

Mr. Bugnacki stated this is an annual renewal for board approval. The term begins July 1 through June 30. Mr. Leach moved to approve the 2016-17 CPAC contract renewal. Mr. McGoohan seconded the motion. Motion passed, 5-0.

- M. The Board may take action to approve the 2016-17 CESA 6 Contract.

Ms. Rose stated the board approves all contracts for consortium services annually. The first portion of this contract is for membership in CESA6 Title II and ELL Consortium Network. The primary focus of these two is to provide high quality professional development, needs assessment and program support to school districts and teachers with culturally and linguistically diverse students.

The second item in the contract is for CMS4Schools Web Hosting Services. CMS4Schools has hosted our web site for eight years and has been operating with the newest design of our website for a year. Hosting with CESA 6's CMS4Schools platform continues to be cost efficient and reliable.

Mr. Leach moved to approve the 2016-17 CESA 6 Contract renewal. Mr. McGoohan seconded the motion. Motion passed, 5-0.

- N. The Board may take action to approve the District ELL Program Plan.

Mr. Groth stated the ELL Program Plan is posted on our website and remains the same for the next calendar year. Ms. Garcia has done a fantastic job with the students.

Mr. Leach moved to approve the District ELL Program Plan. Mr. McGoohan seconded the motion. Motion passed, 5-0.

- O. The Board may take action to approve the 2016-17 School Board Meeting calendar.

Mr. Bugnacki discussed the dates explaining the first two rows are the proposed Board meeting and Committee of the Whole meeting dates. The board committee dates below are still being reviewed.

Mr. Leach moved to approve the 2016-17 School Board Meeting calendar. Mr. McGoohan seconded the motion. Motion passed, 5-0.

- P. The Board may take action to approve the 2016-17 CESA #1 Service Contract.

Mr. Noll stated the 2016-17 CESA 1 contract is an annual update for students with Special Needs.

Mr. Leach moved to approve the 2016-17 CESA #1 Service Contract. Mr. McGoohan seconded the motion. Motion passed, 5-0.

- Q. The Board may take action regarding the 2015-16 Budget Amendments.

Ms. Dvornik explained the next six items were covered in detail at the recent Personnel & Finance Committee meeting. Each year the School Board is asked to review and approve changes in the adopted budget. The budget amendment requires a class one notice within ten days of school board approval. The main purpose of this budget amendment reflects grant allocations and donations that were unknown in October.

Mr. Brey moved to approve the 2015-16 Budget Amendments. Mr. Meisner seconded the motion. Motion passed, 5-0.

- R. The Board may take action regarding the 2016-17 Food Service Contract Renewal.

ARAMARK representatives were at the recent Personnel & Finance meeting and attached to the board packet is their presentation. Mr. Mand will be leaving the district and we wish him well and thank him for his years of service.

We are in the third year of a three year contract. It is recommended the board approve a 2.6% increase with ARAMARK Educational Services, LLC for the 2016-17 contract year.

Mr. Brey moved to approve the 2016-17 Food Service Contract Renewal. Mr. Meisner seconded the motion. Motion passed, 5-0.

- S. The Board may take action to approve the Transportation Contract.

Ms. Dvornik stated the District is in the final year of a three year rate agreement. In 2014-15 the Board approved increasing the contract term from five years back to six years and received a decrease of 1.00%. The next two years included the continuation of the six year term and increases equal to the July 1st CPI-U or 2.95% whichever was less.

The CPI-U for July 1, 2016 is 0.12% and Riteway has agreed to a 0% increase for the 2016-17 school year. They will also install Camera/DVR systems for the district's five special education buses at their expense, which is an estimated cost of \$7,500 before the start of the 2016-17 school year.

It is also recommended that the District lock in a rate for an additional two years and continue the six year term. The rate will again be based on the July 1st CPI-U and will have a maximum increase of 2.95% with an addition of a 1.00% minimum.

Riteway and the District reviewed current contract language and suggested changes. It then is forwarded to district legal for final review. District policy will also be adjusted to reflect the changes in the contract.

Mr. Brey discussed the history of rate increases and the minimum added to the contract stating communication, service and protection of children has been outstanding.

Mr. Brey moved to approve the Transportation contract with the caveat that District policy is adjusted accordingly. Mr. Leach seconded the motion. Motion passed, 5-0.

- T. The Board may take action to approve the Health Risk Assessment vendor.

Ms. Dvornik stated the Personnel & Finance Committee reviewed four bids and recommended the board approve Interra Health for the Health Risk Assessment Program that includes biometric screening. The full panel screening per employee is \$71 and is covered in full by WCA totaling \$33,583. Communication to employees will begin once approved.

Mr. Brey moved to approve Interra Health for the Health Risk Assessment Program. Mr. Meisner seconded the motion. Motion passed 5-0.

Discussion ensued.

- U. The Board may take action regarding the 2016-17 Budget Recommendations for IMC Services, items #9, #10, and #11.

Ms. Dvornik stated last month the board approved the 2016-17 Budget Recommendations with the exception of IMC Services, items #9, #10, #11. It is being brought back tonight for approval.

Mr. Brey moved to approve IMC Services items #9, #10, #11 on the 2016-17 Budget Reconciliation worksheet. Mr. Meisner seconded the motion. Motion passed, 5-0.

- V. The Board may take action to approve 2016-17 District Insurance Renewals.

It is recommended the School Board approve the 2016-17 district insurance renewal which includes coverage for boiler insurance through Liberty Mutual.

The current budget estimate will be increased by \$9,917. This will cover the addition of cyber liability for 2016-17 in the amount of \$7,104 and half the additional increase for property insurance due to a valuation change. The recommended changes to the current values have been received and the expected premium increase is \$5,626 which will be spread out over two years of \$2,813 for each year.

The remaining increase of \$16,024, mainly due to Workers' Compensation, will be absorbed into other fiscal areas of the budget. Trends show Workers' Compensation premium is expected to drop back down again in 2017-18.

Mr. Brey moved to approve 2016-17 District Insurance Renewals. Mr. Meisner seconded the motion. Motion passed, 5-0.

- W. Public Comment: No later than 8:15 p.m., any member of the public may comment on an agenda item or any matter relevant to District operations.

No one presented.

VIII. Committee Reports

- A. Personnel & Finance Report – June 13, 2016
Mr. Brey stated everything covered tonight was discussed at the Personnel & Finance Committee meeting. Ms. Dvornik stated a new account Fund 46 has been created and more discussion to continue.

Mr. McGoohan moved to adjourn into Executive Session. Mr. Leach seconded the motion. Motion passed, 5-0.

The meeting adjourned into Executive Session at 7:55 p.m.

IX. Adjournment into Executive Session

- A. It is anticipated the Board will adjourn to closed session to:
1. consider employment and performance-related data of the Superintendent over which the School Board has jurisdiction or exercises responsibility, pursuant to Wis. Stats. 19.85(1)(c).
 2. approve Executive Session Minutes of May 11, 2016, May 18, 2016

X. Adjournment

Respectfully Submitted,

Ann Weaver
Secretary to the School Board