

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 become lifelong learners, to be responsible members of a global community and to achieve their goals and dreams.

Board of Education

Regular Board Meeting and Committee of the Whole

July 22, 2015

7:00 p.m.

CHS Large Group Instruction Room and Board Room

W68 N611 Evergreen Boulevard

Cedarburg, WI

- Minutes -

Board Members Present: Jeff Brey, Kevin Kennedy, David Krier, Rick Leach, Philip McGoohan, Mark Meisner, 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, Technology Administrator; Rachel Yurk, Technology Instructor; Tony DeRosa, Webster Principal; Jayne Holck, Parkview Principal; Angela Little, Thorson Principal; and other interested citizens.

I. Call to Order – Chris Reimer, President

Mr. Reimer called the meeting to order at 7:00 p.m.

II. Statement of Public Notice – Chris Reimer, President

III. Pledge of Allegiance

IV. Resolutions and Recognitions

V. The Board may take action regarding the Consent Agenda.

A. Minutes Regular Meeting, June 17, 2015

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

Carmen Klenner, Teacher, Webster
Diana Knight, Teacher, Webster/High School
Corrine Gonyer, Teacher, High School
Leonard Hanson, Teacher, Parkview
Tom Diener, Teacher, High School

Contract

Brian Beaudet, Social Studies, High School
Amy Springhetti, Kindergarten, Parkview
Katie Czelatdko, Speech Pathologist, Thorson
Rachel Campbell, Communication Arts, Webster
Sean Skipper, Social Studies, Webster
Kristin Gregoire, Art, Webster
Rusty Meyer, Business Education, High School

Classified Support Staff

Separation of Employment

Linda Stromski, Position eliminated, Parkview
Kim Steffen, Position eliminated, Parkview
Linda Klink, Resignation, High School

Hired

Heidi Wood, Athletic/Activities Secretary, High School

The Board authorized Cedarburg Administration to offer Board-approved individual employment contracts necessary to staff the District for the 2015-16 school year, to the most qualified candidates at the most appropriate salary, between July 22, 2015 and the August 2015 School Board meeting.

Mr. Leach moved to approve the Consent Agenda and resolution above. Mr. Brey seconded the motion. Motion passed, 7-0.

VI. Reports and Recommendations

A. Mr. Leach moved to accept the Kohl's Cares Field Trip Grant totaling \$3,000. \$1,000 grant to be used by Parkview Grade 5 for Junior Achievement Biz Town Field Trip; \$1,000 grant to be used by Parkview Grade 1 for Milwaukee County Zoo Field Trip; and \$1,000 grant to be used by Parkview Grade 3 for Discovery World Field Trip. Mr. McGoohan seconded the motion. Motion passed, 7-0.

B. Mr. McGoohan moved to accept the anonymous donation of \$2,236.14 to be used for the purchase of Chromebooks for School Board Members contingent upon board approval of purchasing Chromebooks. Mr. Leach seconded the motion. Motion passed, 7-0.

- C. Mr. Leach moved to accept the \$2,000 from Cedarburg Strawberry Fest to be used by the Cedarburg High School's Engineering Club for their Robotics program. Mr. McGoohan seconded the motion. Motion passed, 7-0.

- D. The Board may take action regarding the 2015-17 Teachers On Call Contract.

Mr. Farner stated the substitute service provider, Teachers on Call, contract is up for renewal for the 2015-17 school years. The District wishes to extend the contract and is happy with the service they provide.

Mr. Krier moved to approve the Teachers On Call Contract for the 2015-17 school years. Mr. Leach seconded the motion. Motion passed, 7-0.

- E. The Board may take action to withdraw from the Local Government Property Insurance Fund.

Item E moved to the August Board Meeting.

- F. The Board may take action to approve Liberty Mutual Insurance Company for the districts Property Insurance.

Item F moved to the August Board meeting.

- G. The Board may take action to approve the 2015-16 CESA #1 Service Contract.

It is recommended the Board approve the 2015-16 CESA #1 Contract. The services were reviewed and discussed at a recent Personnel & Finance Meeting. The 2015-16 contract shows a slight increase of \$8,605 from 2014-15. The increase is mainly due to overall increases in rates and units added for audiology.

Mr. Leach moved to approve the 2015-16 CESA #1 Contract. Mr. Brey seconded the motion. Motion passed, 7-0.

- H. The Board may take action to approve the 2015-16 Preliminary Budget.

It is recommended the Board approve the 2015-16 Preliminary Budget adoption. The budget will be posted as required for the Budget Hearing scheduled for August 19, 2015.

Ms. Dvornik reported the budget currently reflects a positive balance of \$13,452 after utilizing the \$498,180 committed to fund balance for the bonus program. The board asked the P&F Committee to review previously made recommendations for student fees, student parking and High School aide staffing. The committee is recommending increasing the parking fee, adding back the High School aide position and leaving the student registration fee increase for discussion in 2016-17. These recommendations have been incorporated into the budget adoption.

Ms. Dvornik discussed the Tax Levy and indicated the budget is based on full revenue limit authority and this reflects a tax levy increase of 1.48%. She directed the board to the proposed tax levy page of their handout indicating the budget is based on the Budget Hearing column highlighted in gray.

She reminded the board as always this budget will be adjusted again in October when the final calculations are generated for student count, equalization aid and property valuation. The information received in October will be used to determine the final tax levy. Also included in October will be the adjustment for the per pupil aid allocation.

Mr. Brey moved to approve the 2015-16 preliminary budget as presented. Mr. Meisner seconded the motion. Motion passed, 7-0.

- I. The Board may take action to approve High School Parking Fees.

It is recommended the Board approve increasing High School Parking Fees effective July 1, 2015. The proposed increases the current annual fee of \$100 to \$150.

Discussion ensued.

Mr. Kennedy moved to approve the increase in Student Parking fees from \$100 to \$150 effective July 1, 2015. Mr. Meisner seconded the motion. Motion passed, 7-0.

- J. The Board may take action to approve a Resolution to Transfer Fund Balance from Community Service (Fund 80) to Special Revenue Trust Fund (21).

It is recommended the Board approve the Resolution transferring \$100,000 of Fund 80 Community Service Non-Levy fund balance to Fund 21 Special Revenue Trust. The Department of Public Instruction is required to approve the transfer and confirmation of approval was received July 22, 2015.

School districts now have limited options for use of fund balance accumulated in Fund 80. The District will no longer be able to use Fund 80 funds to assist with safety and maintenance upgrades. In response to the new rule, school districts have a one-time option to request a transfer of Fund 80 to Fund 21. This transfer will give Cedarburg School District the flexibility to use these funds for upgrades to the CPAC.

Discussion ensued.

Mr. Leach moved to approve the Resolution to Transfer Fund Balance from Community Service (Fund 80) to Special Revenue Trust Fund (Fund 21). Mr. Brey seconded the motion. Motion passed, 7-0.

- K. The Board may take action to approve Policy #7540 Computer Technology Network, and Internet Acceptable Use and Safety. *First Reading and/or Approval.*

Mr. Farner stated the Policy Committee is close to bringing forward the NEOLA updates to the Board by the end of the summer. It is requested Policy #7540 be approved tonight and waive a second reading due to the timing of student registration for the 2015-16 school year.

Mr. Leach moved to approve Policy #7540 Computer Technology Network. Mr. McGoochan seconded the motion. Motion passed, 7-0.

- L. The Board may take action to approve Policy #8330 Student Records. *First Reading and/or Approval.*

Mr. Leach requested Policy #8330 be moved to Committee of the Whole meeting later tonight for discussion.

- M. Superintendent Updates
i. Director of Student Services and Director of Curriculum Instruction Entry Plan

Mr. Bugnacki introduced Mr. Groth and Mr. Noll. The District is excited to have a complete administrative team and they are here tonight to discuss their transition plans.

Mr. Noll stated, initially, he will be getting to know the Administrative team, program staffing needs, professional development and review SE/IEP and program assessment. He will look at nursing practices, be visible in schools, and make sure programs are running for students. Toward the end of the first semester, he will focus on Procedural Compliance, Results Driven Accountability and develop a district-wide comprehensive behavior framework using SCERTS model – PBIS.

Mr. Groth stated, initially he will be getting to know the Administrative team, review the C&I 7-year curriculum plan, learn processes and procedures of the Curriculum, work on the 4K initiative and professional development. He will work with Curriculum Council, schedule team meetings, review Curriculum using BYOC, website updates, 4K initiative goals, continue professional learning, EE, My Learning Plan, and Literacy Collaborative.

Mr. Bugnacki discussed the Elementary Schedule. He reported the Elementary Principals and Mr. Groth are proposing to bring back to the Curriculum Committee the idea of making the 2015-16 school schedule be a transition schedule. The goal of the District is to guarantee students are receiving consistent experience between all three elementary schools.

In speaking with Administration, he proposes a transitional year to allow buildings to have variance in their schedule, utilize and explore and review at midyear. This could ultimately mean adding minutes on to the school day. The goal is always what's best for kids.

- ii. Board Member Chromebooks

Mr. Bugnacki stated the donation for Chromebooks allows each board member to have one-on-one environment. All board material will be online. This could be done in phases and done gradually.

This topic will be placed on the August Board agenda for approval.

- N. 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.

Joe Emmerich, Grafton

Mr. Emmerich spoke on behalf of Thorson parents and the concern for limiting 4th and 5th grade recess. He is requesting an early meeting of the Curriculum Committee to discuss this topic, research and what options exist. He also requests parent involvement.

VII. Committee Reports

- A. Personnel & Finance Report
Mr. Brey stated topics discussed tonight were discussed the Personnel & Finance meeting.
- B. Policy Committee Report
Mr. Leach stated the Policy Committee requested all five policies tonight be added to the Board agenda for input from the whole board. These policies were discussed at length at the Policy Committee and needed further input.
- C. Insurance Committee Report
Mr. Dvornik stated the Committee discussed the two topics tonight, Local Government Property Insurance Fund and Liberty Mutual Insurance Company.

Mr. Leach moved to adjourn into Committee of the Whole. Mr. Brey seconded the motion. Motion passed, 7-0.

The meeting adjourned into Committee of the Whole at 8:17 p.m.

VIII. Adjournment into Committee of the Whole (Board Room)

- A. Discussion regarding Policy #2623 Student Assessment; #5517.01 Bullying; #5771 Search & Seizure; and #9160 Public Attendance at School Events. #8330 Student Records

#8330 Student Records. The biggest concern in this policy is the mention of social security number. We can't find any place in our records that the District asks for student social security number. We took the wording out of the policy and cleaned up wording on page 9.

Ms. Rose stated in Skyward online registration there is an OPT OUT box for each area where a student name or picture is used. The information is spelled out for parents and matches NEOLA's wording.

This policy was listed in the regular board meeting for approval. It was moved to the Committee of the Whole for discussion and approval.

Mr. Leach moved to approve Policy 8330. Mr. McGoohan seconded the motion. Motion passed, 7-0.

#2623 Student Assessment. This discusses student assessment and how we want to communicate in the policy the parents option to OPT OUT?

All board members approve the policy as is.

#5517.01 Bullying. Mr. Leach indicated it makes every attempt to let our kids know that thing outside of the school day is not allowed. Mr. Reimer is comfortable with policy, not sure it's the best policy. But it's good for kids.

Six board members are approve the policy. Mr. Kreir disapproves.

#5771 Search & Seizure. Discussion regarding Dogs.

Six board members approve the policy as is. Mr. Kreir disapproves.

#9160 –Public Attendance at School Events - at administration discretion, can use random tests during attendance at school events.

All board members approve the policy as is.

When NEOLA policies are ready for approval at board level, there may be a few policies that will need a roll call vote.

B. 4K Update

Mr. Bugnacki provided an update regarding Dr. Sanders and his team's initiative to research the possibility of offering 4K in the 2016-17 school year.

Mr. Groth and Ms. Little discussed 4K implementation for the 2016-17 school year. They both gave a brief history of their experience with 4K in prior districts.

Mr. Groth distributed a document that compares and contrasts two approaches used by school districts in our region, a district approach and a community-based approach. Both approaches reviewed classroom location, curriculum and transportation. Additionally, classroom teacher hiring and supervision was discussed as well as student schedule and instructional minutes per day.

Discussion ensued.

Updates will be provided as we move forward.

C. Website Update

Mr. Bugnacki stated this is the first of many discussions with board regarding the new website. Ms. Rose indicated the last website went live in 2008. The goal is to get everything up-to-speed by August 15 so every link is functional. This is a shared endeavor and training is continuous with staff. This website is our face to the world.

She mentioned Google analytics can review who is visiting our site, where do they go on our site, and how long do they stay on our site.

If there is an emergency, the website has an emergency school banner that goes across the top on every school page.

We are moving forward with Facebook site. Mr. Bugnacki stated this is a start of a communication footprint to share with community.

Ms. Yurk discussed Facebook. It will be used to celebrate our accomplishments and successes. This week alone, there were 335 visits with 3,370 hits on the Katie/Theresa picture. There is great potential to share the district's story with Facebook and we will monitor the use.

Discussion ensued.

Mr. Leach moved to adjourn into Executive Closed Session. Mr. Brey seconded the motion. Motion passed, 7-0.

IX. Adjournment into Executive Closed Session

- A. It is anticipated the Board will adjourn into closed session to:
1. approve Special Board Meeting Minutes of May 12, 2015, June 24, 2015, July 8, 2015 and Executive Session Minutes of June 17, 2015; and
 2. discuss specific personnel issues of an employee over which the School Board exercises responsibility, which, if discussed in public, could have an adverse effect upon the reputation of any person referred to in such considerations pursuant to Wis. Stat. § 19.85(1)(f) & (c).
 3. consider 2015-16 salary negotiations with the Cedarburg Education Association pursuant to Section 19.85(1)(e), Wis. Stats; and
 4. consider settlement authority for pending litigation under §19.85(1)(e); and
 5. review Superintendent Goals pursuant to Wis. Stats §19.85(1)(c).

X. Adjournment into Open Session

- A. The Board may reconvene to open session and may take action on the following:
1. 2015-16 salary negotiations with the Cedarburg Education Association and any associated salary adjustments for Cedarburg School District educators; and
 2. items discussed and deliberated in closed session regarding litigation.

XI. Adjournment

The meeting adjourned at 10:17 p.m.

Respectfully Submitted,

Ann Weaver

Secretary to the School Board