

REGULAR MEETING - BOARD OF EDUCATION
SCHOOL DISTRICT OF SOMERSET
August 19, 2013

President Brian Moulton Called the meeting to Order at 6:00 p.m.

Roll Call was taken. Present were Brian Moulton, Marie Colbeth, Bob Gunther, Kelly Ott, Tom Walters and Tammie Wishard. Mike Connor was absent.

Ott moved, with second by Wishard, to approve the agenda with Items J, P, Q and R to be moved from Consent to Action. Motion carried unanimously.

JA Counter Presentation on Affordable Health Care: Linda Skoglund walked through a PowerPoint presentation on Affordable Health Care Act. Handouts were given and highlights of the Patient Care Affordable Care Act that was passed in 2010 were discussed. Skoglund discussed the impact this will have on the district and also highlighted the impact it will have on health care in general.

Groups or Individuals Wishing to Be Heard: Moulton read the rules for this portion of the meeting. Patty Schachtner, High School Health Care Provider introduced herself and spoke of a gala that is being planned at River's Edge for October, 2013. The gala is a fundraiser for the purpose of raising money for curtains in the multi-purpose room at the high school. There will be live and silent auction items by local artists and students. Schachtner had a handout for all present and stated more information would be forthcoming

Positive Recognition

The Board recognized Shannon Donnelly, Director of Pupil Services for her role in planning the Full Scale Training Exercise that took place on the Somerset School District Campus on August 14, 2013. Donnelly walked through a PowerPoint presentation and gave highlights of the drill. Planning for the drill took one year and many agencies were involved. Some of the many groups involved were the local fire and police departments, St Croix County and the Department of Homeland Security. Details of the drill were kept under tight wraps until the day of, thus creating the most realistic experience for those involved. Donnelly stated that Superintendent Rosburg and Elementary School Principal Darren Kern did a great job. The drill ended up having to be stopped unexpectedly as two of the SWAT team members passed out from the heat. Donnelly and the rest of the group will meet again on September 10, 2013 to recap the drill. Donnelly stated this was a great learning experience and the district has nothing major to correct. Donnelly then answered questions from the board as well as audience members.

Meeting was recessed at: 7:34 p.m. and reconvened at 7:44 p.m.

Consent Agenda: Ott moved, with second by Wishard to approve the Consent Agenda noting that items J, P, Q and R were moved to Discussion.

- A. Approve Minutes of the Regular Session of July 15, 2013
- B. Approve Minutes of the July 17, 2013 Support Staff Negotiation Meeting
- C. Approve Payment of July/August Board Bills
- D. Approve 2013-2014 Student and Meal Fee Schedule
- E. Approve 2013-2014 Graduation Date, Time and Location
- F. Approve 2013-2014 Coaching and Advising Assignments
- G. Approve Lisa Haverly, Occupational Therapist from .75 FTE to .4 FTE
- H. Approve Hiring of Alexandra Bell as Elementary Library Media Specialist
- I. Approve Hiring of Katie Layman as High School Guidance Counselor
- J. Approve Hiring of Samantha Wolff as the Elementary School Health Care Provider
- K. Approve Hiring of Julie Carr as the Elementary School Media Aide
- L. Approve Hiring of Heidi Blomberg as the Middle School Computer Lab Aide
- M. Approve Hiring of Anna Johnson as the 3.5 Hours per Day Special Education Aide
- N. Approve Hiring of Sara Otto as the 7 Hours per Day Special Education Aide

- O. Approve Hiring of Natalie Bump as the 7 Hours per Day Special Education Aide
- P. Approve Hiring of Jessica Ludowese as the 7 Hours per Day Special Education Aide
- Q. Approve Hiring of Lisa Sicard as the Transportation Secretary
- R. Approve Hiring of Erin Vanasse as the IT Secretary
- S. Approve Hiring of Kristin Roll as the .4 FTE Occupational Therapist
- T. Approve Resignation of Becky Linke as the Middle School Media Specialist Aide
- U. Approve Resignation of Dan Pearsall, High School Alternative Education Aide
- V. Approve Request Out of the Somerset School District to the Virtual School at McFarland
- W. Approve Request Out of the Somerset School District to New Richmond
- X. Approve Request Out of the Somerset School District to New Richmond
- Y. Approve Request Out of the Somerset School District to Grantsburg
- Z. Approve Request Out of the Somerset School District to Clear Lake
- AA. Approve Request In to the Somerset School District from New Richmond
- BB. Approve Request In to the Somerset School District from New Richmond
- CC. Approve Request In to the Somerset School District from New Richmond
- DD. Approve Request In to the Somerset School District from New Richmond

Motion carried unanimously.

Discussion

Business Services Committee: Chair Marie Colbeth had Dave Gerberding, Director of Business Service and Operations Provide an update on the 2013-14 Meal Prices and 2013-14 budget. As discussed at the May Meeting, the average Somerset district lunch price will need to increase by a minimum of \$0.10 in order to remain in compliance with the Healthy, Hunger-Free Kids Act. Gerberding also spoke of the 2013-14 budget and that is continues to be updated with the latest information.

Facilities Committee: Committee Chair Tom Walters asked Superintendent Rosburg to provide an update on the referendum projects and budget. The schools were to be turned back over to the principals on Monday; the date for the turnover is now going to be Monday, August 26, 2013 at the latest. Eco-Clean is coming with approximately 60-70 staff members to clean the school. Rosburg spoke of the High School food services area work that is being completed. The tiles are yet to be received and that work will begin as soon as they arrive. Walters asked about the middle school boilers, Rosburg stated this is about a six day turnaround and will be ready by mid-September. Rosburg also explained that Monarch Paving will be coming back on campus to correct some paint peeling issues which are part of the warranty. The chip sealing was done prior to Monarch filling and patching the holes. Monarch will come back and complete this task in the fall. Walters asked Eichten about the work being done on the Excel energy lines. Principal Eichten replied the work would take place on August 20, 2013. Walters asked Superintendent Rosburg about the warranty repair work on the steps. Rosburg answered that he had passed the information on to Gary Zifko who was following up on it.

Governance Committee Committee Chair Mike Connor was absent. Ott spoke of a new state statute and Director of Curriculum, Instruction and Assessment, Trish Sheridan will now be involved with the updates. Superintendent Rosburg reported that the administrators are going to begin to take an active role in the policy updates. Ott stated that this work is very beneficial.

Superintendent Information: Rosburg spoke of the enrollment numbers and that there will be further research and discussion on the numbers. Discussion took place on what the actual number is. Follow up is being done with the IT area to discuss how the new reports are run. The numbers are yet unofficial and an exact number will be known on the third Friday count in September. The date for the next Governance meeting is set for Monday, September 23, 2013. The next committee meetings (other than Governance) will take place on Monday, September 9, 2013 prior to the Annual Meeting. The date and time for the Annual Meeting has been set for Monday, September 9, 2013 at 7:00 p.m. The Admin/Board Retreat will take place on Monday, August 26, 2013 at 6:00 p.m. in the Learning Center Conference Room.

Board Report:

Tom Walters provided a recap from the last CESA 11 meeting he attended. He spoke on the topic of Educator Effectiveness and that conversation on this are continuing. He also stated the Jerry Walters, CESA, has had his contract ratified. Walters shared with the group that on November 15, 2013 there is a WASB outing on board roles and responsibilities.

Community and School Involvement: Colbeth asked High School Principal Chris Moore about physicals that were being offered at Baldwin/Woodville school district at a cost of \$10.00. Principal Moore stated he took the information to the athletic director and it did not come to fruition this year at the Somerset School District.

Directors' and Principals' Reports: Middle School Principal, Sara Eichten reported that the construction projects as well as the emergency management drill are ongoing right now. She also reported on staff members that attended a conference by Rick Wormeli that was given in River Falls. Mr. Wormeli is an expert in the areas of grading, homework and assessment.

Action

Teaching and Learning Committee: Approve Personal Learning Networks Educational Learning Opportunity During the 2013-14 School Year. Ott moved that this motion to Approve Personal Learning Networks Educational Learning Opportunity During the 2013-14 School Year be moved to a later date for more research. Colbeth seconded. Motion Passed Unanimously. Superintendent Rosburg answered questions regarding the pilot and how the grading aspects would be handled as well as how the pilot would be developed. Ott's question was whether or not students would expect to receive grade or credit for being part of this. Rosburg then explained how the pilot was set up and what the process around it is. He stated a teacher would work with 3-5 students to set the groundwork and get this established. Wishard then asked how the best teacher would be chosen for this. Rosburg stated it would be done by speaking to teachers and gauging their interest. Ott stated she thought teachers and students should first get situated for the upcoming school year before these were to be set. Colbeth expressed concern that there was not yet enough structure in place and that they are agreeing it is a vision more than a plan. Wishard then expressed concern over the safety of students and that measures would need to be in place so that is was assured students would be interacting with legitimate sources on line. Rosburg reiterated that this would be a safe environment and he would rather see the students work in a safe, structured environment such as this versus doing it on their own. Rosburg will follow up with staff members to find someone that is interested but will not create the program.

Consent Agenda Item J: Moulton moved, with second by Gunther to Approve Hiring of Samantha Wolff as the Elementary School Health Care Provider. In a roll call vote Gunther and Moulton voted Yes. Ott, Walters and Wishard Voted No. Colbeth Abstained. Rosburg explained that the candidate was a CNA and could dispense medication to students that had a doctor and parent note. Wishard asked how many applications were received to which Principal Kern responded 6-7. Rosburg explained that the last staff member in this role was highly qualified and from this it was learned that we do not need that level of qualification in this position. Ott then asked how many students were in the elementary school to which Principal Kern answered there are approximately 640 including the Learning Center. Ott asked if this position were to receive concerns from students that were related to home issues. Kern responded that he would not have recommended this individual if he felt the qualifications were not in place. Wishard responded that she did not know if this candidate would be comfortable in taking care of this many students. Discussion then ensued on whether or not we are offering high enough pay to attract good, quality candidates. Sheridan addressed the topic by stating that as a parent she knows there is a very strict protocol in place when it comes to the administering of medication to students that are in the health care office. Colbeth then asked what the board wants to do by approving or not approving these positions. Micromanagement is not the intent, but the job of a board member is to help the administrators get the policies in place to be able to make good decisions.

Discussion then took place as to whether or not this position would have a mentor and it was stated that, yes, a mentor would be available as it is to all new staff. Colbeth then moved with second by Gunther to Approve Hiring of Samantha Wolff as the Elementary School Health Care Provider. In a roll call vote, Moulton, Gunther and Colbeth voted Yes. Ott, Walters and Wishard voted No. Motion Failed as a tie goes to the No vote.

Reconsideration of the motion was made by Colbeth, seconded by Gunther to hire Samantha Wolff as the ES health care provider. Discussion followed regarding the timeline in which school was to start and the mentors to be in place for the new hire. Roll call vote, motion Passed four Yes and two No. Moulton, Wishard, Gunther and Colbeth Yes. Ott and Walters No.

Consent Agenda Item P: Colbeth moved with second by Gunther to Approve Hiring of Jessica Ludowese as the 7 hour per Day Special Education Aide. Walters commended Donnelly on her reference checks on this position. He then asked if Ludowese was an internal or external candidate. Donnelly responded that she was an internal candidate. Ott then asked if there is a process in place to acknowledge all internal candidates as they apply for positions. Her impression was that there was not a process in place, Rosburg explained that there is a process in place and explained how the process worked. Each administrator has their own protocol in place as to how to handle and notify applicants. Upon roll call vote, all voted Yes. Motion Passed Unanimously.

Consent Agenda Item Q: Colbeth moved with second by Ott to Approve Hiring of Lisa Sicard as the Transportation Secretary. Discussion ensued on this position and how the IT Secretary position came to be. Walters asked about pay scales and at what point they were presented to the candidates. Rosburg explained that the pay ranges were made available to all those that applied. Upon roll call vote, all voted Yes. Motion Passed Unanimously.

Consent Agenda Item R: Colbeth moved with second by Gunther to Approve Hiring of Erin Vanasse as the IT Secretary. Ott asked if the candidate was internal or external. Rosburg explained that she works in food service at the district. Ott responded that she felt this did not get posted through the proper channels. Rosburg then explained that while the Transportation Secretary position interviews were taking place, the interviewees were looking for others with a strong set of secretarial skills as well should the then current IT Secretary be moved to the Transportation Secretary. He also explained that other positions have been filled in this manner. Ott asked if the IT area could have just cut back and done without this position for period of time. This was not an option due to the heavy workload of the IT area as well as their current projects they are working on. Colbeth felt this position needs to be reposted. Rosburg explained that IT Director Ryan Sicard recommended this candidate. Wishard stated she felt the candidate would do an excellent job but does not understand why this was not posted. Upon roll call vote, Gunther, Moulton, Wishard and Colbeth voted Yes. Ott and Walters voted No. Motion Passed.

Move to Executive Session in Accordance with Wis. Statutes 19.85 (1), (c) for the Purpose of Discussing Negotiations Proposals for District Employees. Colbeth moved with second by Walters to Move to Executive Session in Accordance with Wis. Statutes 19.85 (1), (c) for the Purpose of Discussing Negotiations Proposals for District Employees at 9:04 p.m. Upon roll call vote all voted yes, Motion Passed Unanimously.

Support Staff Negotiations: Ott Moved with second by Wishard to approve 1) The total base wage increase will be equal to the CPI-U amount (2.07%) set by the WERC. 2) That the equal distribution increase of the total base wage is 30 cents onto the existing hourly rates of pay from 2012-2013. Motion Passed Unanimously.

Supervisory Support Staff Negotiations: Ott Moved with second by Wishard to 1) Approve the total base wage increase of 2.07% effective July 1, 2013. 2) Deny the request to modify the 2012-14 SSS Handbook modification to allow supervisory support staff employees to receive an additional contribution of \$1,000.00

into an interest bearing HRA account. 3) Approve the modification of the supervisory support staff handbook to include the following provision: an annual stipend amount of \$1000.00 to be added to an employee's current base salary for each set of 12 educational credits earned from an accredited institution of higher learning. The stipend amount shall be prorated out over 24 pay periods beginning the first pay period of each school year. Credits shall receive prior approval from the District Administrator. Successful completion of credits shall be submitted to the District Administrator prior to June 30th to receive the stipend effective July 1st of the current year. Motion Passed Unanimously.

Administrators: Ott moved with second by Moulton to 1) Approve the total base wage increase of 2.07% effective July 1, 2013. Motion Passed Unanimously. 2) Deny the request for a \$2,000.00 stipend for completion of all approved certifications. 3) Walters moved with second by Ott to approve upon completion of a PDP and movement from Initial to Professional a \$1,000.00 amount be added to the base salary of the administrator. Motion Passed Unanimously. 4) Ott moved with second by Walters to approve the \$1,000.00 amount to be added onto the base salary of the administrator upon completion of 12 graduate credits. Motion Passed Unanimously

Supervisory Support Staff and Administrators: Colbeth moved with second by Ott to approve a one-time stipend for Mary Timm in the amount of \$1000.00 for the additional work she is doing with purchase orders for the referendum projects. Motion Passed Unanimously. Colbeth moved with second by Wishard to approve a wage increase for Rod Hawkins in the amount of \$2,500.00 for the 2013-14 school year instead of the 2.07% increase. Motion Passed Unanimously. Colbeth moved with second by Wishard to deny a wage increase for Dave Gerberding for the 2013-14 school year in an amount equal to that of Darren Kern. Motion Passed Unanimously.

Gunther moved with second by Ott to move out of Executive Session in Accordance with Wis. Statutes 19.85 (1), (c) for the Purpose of Discussing Negotiations Proposals for District Employees at 9:44 p.m. Upon roll call vote, all voted yes. Motion Passed Unanimously.

Colbeth moved, with second by Gunther, to adjourn at 9:45 p.m. Motion carried.

Brian Moulton, Board President

Marie Colbeth, Board Clerk