

**SCHOOL DISTRICT OF SOMERSET**  
Regular Board of Education Meeting  
July 21, 2008

The Regular Session of the Somerset Board of Education was called to order in the Somerset High School IMC by President Tim Witzmann at 7:00 p.m. Members present: Tim Witzmann, Brian Moulton, Marie Colbeth, Catherine Cranston, Sharon Germain, Mike Connor, and Robert Gunther.

Colbeth moved, with second by Germain, to approve the agenda. Motion carried unanimously.

Witzmann opened the meeting to groups or individuals wishing to be heard. Paul Westmoreland came forward to ask the board to address the "Welcome to our World" letter sent from the elementary school to parents of elementary students. Westmoreland stated this new school day format for the first day of school was a major change from previous years, and questioned whether it was a good decision for families. He felt some families, and single parent families in particular, will have undue stress put upon them as they will need to make a choice of whether or not they and their student will be able to attend the first day of school for the "welcome back" sessions. Westmoreland asked if a committee had made the decision to go forward with this type of session, and who was on the committee. Superintendent Rosburg will contact elementary school principal Cherrie Wood to have her explain to Westmoreland about what was behind the decision to hold the first day of school for elementary students as a welcome back session. .

Cranston moved, with second by Moulton, to approve Items V. A. through W. of the Consent Agenda:

- A. Approval of Minutes of the Regular Session of June 16, 2008 of the School Board
- B. Approval of Minutes of the Special Session of July 7, 2008 of the School Board
- C. Approve payment of June/July Board Bills
- D. Approve hiring of Stacy Toenjes as 6<sup>th</sup> Grade Language Arts/Reading Teacher for the 2008-09 school year
- E. Approve hiring of Erin Leisz as the High School Spec Ed & Alternative Ed Aide for the 2008-09 school year
- F. Approve hiring of Lisa Hohler as Elementary School Office Aide for the 2008-09 school year
- G. Approve hiring of Ruth Harleen as Elementary School Instructional Aide for Computer Labs/Technology for the 2008-09 school year
- H. Approve hiring of Diane Slimek for 7<sup>th</sup> & 8<sup>th</sup> Grade Reading/Language Arts Teacher for the 2008-09 school year
- I. Approve hiring of Linda Law for 7<sup>th</sup> & 8<sup>th</sup> Grade Reading/District Reading Specialist for the 2008-09 school year
- J. Approve hiring of Matthew Rivard as IT Technician for the 2008-09 school year
- K. Approve transfer of Amy Young to Middle School as .5 FTE Guidance Counselor for the 2008-09 school year
- L. Approve transfer of Sherrie Hosley as Psychologist/Middle School Spec Ed Aide position for the 2008-09 school year
- M. Approve transfer of Kimberly Barta as Middle School Spec Ed Aide for the 2008-09 school year
- N. Approve hiring of Kristina Ballard as ES Kindergarten Classroom Aide position for the 2008-09 school year
- O. Approve preliminary notice of nonrenewal for Kristina Ballard
- P. Approve hiring of Robin Knudtson as ES Kindergarten Classroom Aide position for the 2008-09 school year
- Q. Approve preliminary notice of nonrenewal for Robin Knudtson
- R. Approve hiring of Janice Osterhues as ES Kindergarten Classroom Aide position for the 2008-09 school year
- S. Approve preliminary notice of nonrenewal for Janice Osterhues
- T. Approve hiring of Lesley Pankonien as ES Kindergarten Classroom Aide position for the 2008-09 school year
- U. Approve preliminary notice of nonrenewal for Lesley Pankonien

- v. Approve hiring of Angie Sporleder as ES Kindergarten Classroom Aide position for the 2008-09 school year
- w. Approve preliminary notice of nonrenewal for Angie Sporleder

Motion passed unanimously.

Teaching & Learning Chair Cranston said the committee recently met for a first reading of the 2008-09 High School Teacher Handbook, the 2008-09 Middle School Teacher Handbook, the 2008-09 Elementary School Teacher Handbook, and the 2008-09 District Student Handbook. The handbooks had minor changes to them, and were highlighted on front page summaries. Cranston stated the committee also approved the coaching assignments to go before the board as presented, but questioned whether or not the assignments should go before the Human Resources Committee instead of the Teaching & Learning Committee. Connor stated all coaching and co-curricular assignments originally were reviewed before the Extra Curricular Committee, which no longer exists. The Human Resources Committee will discuss and review this concern at its next meeting.

Superintendent Rosburg brought forward an enrollment summary and stated numbers were tentative and could vary somewhat once the Third Friday Count is completed. Rosburg said there will be more than 25 Jr. Kindergarten students in the morning and afternoon classes, therefore the district may look at getting two more aides to help with the students. Rosburg also stated the Business Services Committee is tentatively scheduled for 5:30 p.m. on August 4, 2008 with the committee possibly looking into policies and procedures which the St. Croix County Truancy group has put together.

Cranston reported on liaison happenings with regard to CESA 11; she stated there was a significant procedural change as CESA 11 is looking at buying vehicles for their employees to use when attending meetings, workshops, etc, instead of reimbursing employees mileage due to the high cost of mileage reimbursements.

Witzmann said there was an opportunity for board community involvement with today's annual Robert A. Seibel Memorial Golf Tournament. Moulton said it was a very good turn-out, with about 135 golfers attending. Proceeds of the tournament go toward Somerset school scholarships.

Ron Berg, Director of Curriculum & Instruction, said summer is a busy time for his department, with 35 people having signed summer curriculum contracts. It is also the time when mentors are selected for new teachers; Berg stated this program is an integral part of the district for support of new teachers. He then reviewed the Assessment reports stating, overall, Somerset students tend to score high in reading and use of language. He said the area of social studies has been exceptional for many years, while math scores vary from year to year. He stated there are some grade levels where math is a concern, and has spoken with teachers in these areas with regard to those concerns. Current MAPs testing assessment data is available, but only baseline data is available at this time. Colbeth wondered what incentive is given to students and staff which would encourage them to do better in these lesser achieving areas. Berg stated the question is complex partly because the district uses a different math curriculum than what the students are tested on. Witzmann stated the board is interested in further review and dialog of district testing results, and suggested the topic be discussed at a future Teaching & Learning Committee meeting, or as a regular board meeting for full board discussion. Cranston stated she would like to see assessment information sent before the meeting for review. She also suggested a change to the format of the assessment report by adding a column to indicate the percentage totals of Basic, Proficient and Advanced columns.

Superintendent Rosburg gave a brief report for all three of the school buildings, stating clean up of all schools is ahead of schedule, summer school finished last Friday with another successful end, some building and grounds projects continue to move forward, and the football and track area on Seibel field experienced a lightening strike from recent storms. Rosburg stated this damage will cost approximately \$6,000 worth of replacements, however, the lighting strike also ran through fiber cable and the maintenance and technology crews continue finding other

outages due to the storm. Rosburg stated the actual damage was greater than anticipated, but the district's insurance company is allowing the district to add those additional items to the claim.

Bob Avery briefly introduced himself as the district's new Business Manager. He said it's a busy time of the year for the district business office with the upcoming audit in August and the district's Annual Meeting in September. Avery stated he is becoming aware of district-wide projects and software, and said staff has been helpful in making an easy transition for him. He pointed out two documents for review, including the expenditure and revenue report, stating it appeared the district is doing fairly well. Avery said there are some outstanding expenditures, however those invoices will be billed back to June. He asked members to give him feedback as to what information they would like included in the reports that they don't see now, and what information is currently included that they do not need. Avery stated the Cash Flow Report was not part of this evening's information as his office is still trying to reconcile all of the accounts. He stated the report, however, will be available in August may be e-mailed to the board once completed. Witzmann said any updated report formats could be viewed at a future Business Services Committee meeting. Witzmann also suggested allowing Avery a bit more time to transition into the position, but looks forward to getting Avery on the agenda for the October or November Business Services Committee meeting.

Avery went on to report the district continues to work on bus routes for the upcoming school year, working diligently with the bus company and has recently set up a tentative schedule for Jr. Kindergarten mid-day routes. Avery stated his staff is also working with Safe-Way Bus Company to determine if an additional route needs to be added this year. Route information will be mailed to parents in mid-August. Witzmann questioned if the district had looked into the use of transportation vouchers. Rosburg stated the elementary principal sent a letter to parents of early childhood students to see if there was a need for transportation of those students. Avery will look into the information that comes back to determine providing transportation to EC kids and will keep the board informed.

Avery reported the Business Services office is also working with St. Anne's staff and A'viand's—the district's food services provider—for consideration of providing a lunch program to St. Anne's School. A'viand's is interested in providing a lunch program to St. Anne's and will continue to meet with all parties to determine if the program can be done in a cost effective manner.

There being no further discussion, Colbeth moved, with second by Connor, to move into executive session in accordance with Wis. Statutes 19.85 (1), (c) for the purpose of discussing compensation or performance of an administrative staff member. Roll call taken. Motion to move into executive session passed unanimously.

Tim Witzmann, President

Catherine Cranston, Clerk