

**REGULAR MEETING - BOARD OF EDUCATION
SCHOOL DISTRICT OF SOMERSET
June 20, 2011**

President Tim Witzmann called the meeting to order at 7:02 p.m. Present were board members Tim Witzmann, Brian Moulton, Catherine Cranston, Robert Gunther, Mike Connor, Marie Colbeth and Marin Hansch.

Moulton moved, with second by Connor, to approve the agenda. Motion carried unanimously.

Groups or Individuals Wishing To Be Heard: Witzmann read off rules for this portion of the meeting. No one came forward.

Positive Recognition

The board recognized the 2011 Girls' State Track Participants including Ashley Bahr, Grace Becher, Ontario Belter, Natalie Broome, Sarah Brown, Monica Emerson, Sara Henry, Sarah Krig, Anna Marson, Sara Northey, Lauren Rathai, and Elizabeth Vanasse. Head Coach David Praschak introduced the student athletes, stating they had another great season with 12 girls participating at state. Monica Emerson was the only Senior girl participant and set a school record in the 800. Sara Henry was one jump away from state championship. Praschak stated the student athletes improved all season long. Praschak thanked the assistant and volunteer coaches. Cranston presented certificates congratulating the students on their winning season, and thanked them for representing Somerset so well.

The board recognized the 2011 Boys' State Track Participants including Alexander Baillargeon, Trever Burch, Robert Flom, Tyler Kampsula, Donald Lang, Parker LeMire, Jerid Meyer, Isaac Neumann, Luke Peters, Luke Praschak, Dylan Rivard, and Jacob Wishard. Head Coach Michael Holmquist and Assistant Coach William Roll Mike Holmquist said boys had a great season. Big thing this year was trying to get out as many boys as possible – 54 out at the beginning. Took ten more than last year at state. Jerid Meyer – monster in relays this year. Improved at every meet. Alex Baillargeon came from Amery this year. Will help us out a ton next year. Luke Praschak – did terrific job at hurdles. Very versatile. Trever Burch—took unselfish role of being plugged in everywhere. Tremendous amount of parent support this year. Thank you. Brian Moulton handed out certificates congratulating the athletes.

The board recognized 2011 Somerset School District Retirees Ann Jauquet, Darlene Kongshaug, Brad Nemeč, Sandy Nemeč, Sue Oberstar, Bill Powers, and Cindy Snegosky. Retirees that were in attendance were asked to give a summary of their experiences at Somerset School District. Jauquet said she has worked at the elementary school for 20 years and has enjoyed working with students and staff and will miss everyone. Snegosky said she has been with the district for 21 years, starting in the Title 1 program and ending in the Title 1 program and loved her job very much. Sandy Nemeč said she has been with the district nearly 25 years, and has also loved her job. She said she has seen a lot of growth and change in the community throughout the past 25 years. Brad Nemeč said he has worked for the district 25 years, and has been employed in education 34 years. Nemeč said he was thankful for the support by administration, staff and volunteers, and is enjoying retirement. Colbeth thanked them for their commitment, stating that the students have benefited from their relationships with the retirees, and Moulton stated they will certainly be missed. Witzmann presented each retiree with a Certificate of Excellence award, and stated the retiree's have all committed so much of their expertise and time to students for many years, and have made quite an impact on the kids.

The meeting was recessed at 7:26 p.m. Meeting was reconvened at 7:48 p.m.

Art instructors Mary Perizo-Peterson, Amy Stevens, Stephanie Magnuson, and Becky Olson provided a presentation with regard to the district's art program and the various art projects students have created. The presentation depicted students creating art projects such as jewelry, sculptures, drawings, and paintings, and ended with interviews of students relating how art impacts their lives. Stevens said it was exciting to collaborate artwork projects intertwined with thematic units, character education, math, and other subjects. Magnuson indicated the art department is working with the district's drama instructors to possibly move the date of the annual art fair to the same weekend of the middle school play.

Colbeth moved with second by Gunther, to approve the Consent Agenda. Approval of Minutes of the Regular Session of May 16, 2011

- A. Approval of Minutes of Special Session of June 13, 2011
- B. Approve payment of May/June Board Bills
- C. Approve Policy DIBA Fund Balance (2nd Reading)
- D. Approve CESA 6 Agreement
- E. Approve the 2010-2011 Budget Amendment
- F. Approve hiring of Julie Richter as the Somerset Elem School Health Care Provider for the 2011-2012 School Yr.
- G. Approve hiring of Julie Mocadlo as the K-12 Physical Education Instructor for the 2011-2012 School Year

Motion carried unanimously.

Discussion

Human Resources Committee: *2011-2012 Review Updated Staffing Plan:* Committee Chair Gunther stated the 2011-12 Staffing Plan was reviewed in committee, and is being presented for awareness. *2012-2013 Employee Handbook Update Process:* Gunther said the committee will continue to review the employee handbook process and keep the board up to date.

Governance Committee: *Review Policy KG Facility Use (1st Reading); Review Policy JHCA-R Automatic External Defibrillator Use Guidelines (1st Reading); Review Academic Honesty Draft Policy and Guidelines (1st Reading); Review Fundraising Procedures and Recordkeeping Practices (1st Reading):* Witzmann stated the policies indicated are being brought before the board for a first reading; questions may be directed to Chair Connor or Superintendent Rosburg. Hansch said she appreciated the AED policy and updates, and asked if the district hosts mock drills with regard to the use of an AED. Wood stated the elementary school healthcare provider reviews AED procedures and other healthcare procedures with staff each year. Madden indicated the high school healthcare provider reviews AED and other healthcare procedures during an in-service day.

Teaching & Learning Committee: *Review 2011-2012 Student and Teacher Handbooks (1st Readings):* Committee Chair Cranston stated the handbooks are being brought before the board for a first reading, and were clearly marked with changes. Any questions regarding the handbooks may be addressed to Rosburg or the building principals.

Superintendent Report: Superintendent Rosburg provided a report on enrollment numbers, stating enrollment is down a bit. Because of the July 4th holiday, Rosburg asked the board if they would be willing to hold the July committee meetings on Monday, July 11, 2011. The date change was acceptable to the board. Committee meetings tentatively slated for July 11 include Governance Committee, Facilities Committee, and Teaching & Learning Committee. Rosburg reminded board members the Board/Admin Retreat will be held on Monday, June 27, 2011, 4:00 p.m. - 9:00 p.m. in the District Office. The agenda will include a review of school data, the strategic plan, and the board's action plan from its self evaluation. Rosburg ended his report stating costs have come in for the light pole that had fallen on the athletic bleachers last May during a storm. The district's insurance will pay for the pole that fell.

Board Report: *CESA 11 Update:* Cranston attended the CESA Annual Meeting where she was re-elected to serve again on the CESA board. *Community & School Involvement—Pea Soup Days:* Cranston and Hansch worked the beverage tent at the annual Somerset Pea Soup Days event. Both agreed it was a nice way to communicate with community members. Cranston would like the entire school board to work a shift together next year. Connor marched in the Somerset Memorial Day Parade, helping to provide color guard services to many area cemeteries. Connor stated the Somerset High School Band also was involved in the parade and it was nice to see many more students participating in the marching band this year.

Middle School Report: Principal Sara Eichten's report provided an update on the middle school playground, reporting that the school recently received a donation from a parent of two middle school students. This donation will be matched by Land O' Lakes. The parent also donated to the music department to assist with instrument

repair, which will also be matched by Land O' Lakes. The middle school received the DPI's Wisconsin School Health Award at the Silver Level. As a part of this award, the middle school will receive a \$500 gift that will be applied to the playground loan. Thanks were given to Dawn Spafford, Susan Richardson, Jane Karl, Lynn Harstad, Sarah Icenogle, Lisa Sicard, and Debbie Stevens for helping put together the application. The kitchen remodeling project is well underway and demolition is just about complete. Plumbing will be installed and tested next week and then the rebuilding process will begin. Summer School is in full swing with classes going from 8:00 a.m. to Noon each day, and Mr. and Mrs. Brad Nemecek have again done an excellent job organizing the program.

Elementary School Report: Principal Cherrie Wood's report indicated the elementary school finished the year strong with many activities including the completion of the MAP testing by students in K-4; Third grade students piloted the Performance Series assessments in math; Fourth grade students traveled to Crystal Cave and Interstate Park for field trips which fit in with their studies in science; First grade students travelled to Como Zoo to see the actual animals from the Polar Regions unit they had studied in science; Somerset Fire and Rescue personnel taught students basic safety and emergency; Second grade students went to the Minnesota Zoo to see the Rain Forrest creatures from their science and literature units; Second grade put on a play, "The Great Kapoc Tree," for the school and family members; and Jr-Kindergarten students traveled to Larry Forrest Park for their sports day. Ms. Snegosky and Ms. Jauquet were presented with numerous ideas of how to spend retirement by the students of the student council and 4th grade performance on the last day of school.

Business Services & Operations: The monthly cash flow report was provided for board review.

Pupil Services Report: Pupil Services Director Darren Kern provided a report on the 2011-2016 Strategic Plan. The report indicated the administrative team had been working on the plan to identify items that must be completed before the rest of the plan can be completed. The administrative team will continue to work on the plan to assign administrative responsibility and timelines. The district received its federal grant amount for special education; the amount is approximately the same as last year. The Pupil Services Department is looking at a shift in G/T for next year in the area of advanced reading at the middle school. This class has been taught as a "pull-out" class by the G/T coordinator. Instruction will now take place by the reading teacher; support from G/T will come in the form of support in the classroom. This process will free up some G/T time to help support other curricular areas.

Curriculum, Instruction, and Assessment Report: Director Trisha Sheridan provided a report regarding summer training that began for K-12 teachers. The district is running two training sessions of website development for staff. Both sessions are full with all buildings and departments represented. Beginner SmartBoard training will be offered in July. All new staff will be invited to this training as well as teachers who have not yet received formal training. Several teachers and administrators will be attending Facilitating the Future sponsored by CESA. Facilitating the Future offers many opportunities over two weeks this summer and is a professional development partnership of CESA #11, CESA #12, and WITC. Many grade 4-12 reading and language arts teachers will be attending Building Adolescent Writers with Kelly Gallagher at WITC in August. The focus of this workshop will be practical ways to incorporate writing instruction into the classroom while keeping students motivated. Kindergarten through 8th grade math teachers and middle school ELA teachers will also be continuing to work on Common Core State Standards and learning more about curriculum mapping vs. unit mapping, as well as Curriculum 4 Schools, the electronic tool the district will use to store and access the work.

High School Report: High School Principal Shawn Madden provided a report on activities at the high school and recognition of Students of the Month recipients including Freshman recipients Megan Starry and Frank Johnson, Sophomores Hanna Barritt and Aric Vanasse, Juniors Carley Seibel and Tyler Lindquist, and Seniors Monica Emerson and Parker LeMire. The students were recognized based on demonstrating the characteristics of the "Six Pillars of Character" of trustworthiness, respect, responsibility, fairness, caring, and citizenship" in one or all of the pillars. The 2011-2012 Student Representative to the board next year will be Grace Becher.

Action

Teaching & Learning Committee

Cranston moved, with second by Hansch, to approve the 2011-2012 District Assessment Plan. Cranston stated it was good to see the different assessment tools being used by the district. Motion carried unanimously.

Cranston moved, with second by Colbeth, to approve the FACE and WITC Articulation Agreement. Cranston said high school FACE instructor Kelly Walczak provided a presentation regarding the class she teaches in conjunction with WITC. Cranston said Somerset School District is the only district in the area that works with WITC in this capacity. She said the district was fortunate to have this agreement as students may take a class at the high school and receive college credit. Motion carried unanimously.

Business Services Committee

Colbeth moved, with second by Gunther, to approve the 2011-2012 Preliminary Budget. Colbeth mentioned that former business manager Bob Avery has continued to help guide the district in this area. She said the numbers in the budget were going in the right direction. Motion carried unanimously.

Colbeth moved, with second by Gunther, to approve the Resolution of First National Community Bank as the District's Banking Service Provider. Colbeth stated FNCB provided the best value for the district in the RFP process. On Roll Call, all members voted "yes." Motion carried unanimously.

Witzmann moved, with second by Colbeth, to approve the Resolution of Ameriprise Investment Banking. Colbeth stated the district has received donated funds that are designated to its library resource services. The resolution formalizes the process to allow the business manager and superintendent to manage and dispense the interest each year. On Roll Call, all members voted "yes." Motion carried unanimously.

Teaching and Learning Committee

Cranston moved, with second by Moulton, to approve the 2011-2016 Strategic Plan. Witzmann stated there was a lot of excitement to this plan, and was happy that a board member participated on each action team during the process. Witzmann also recognized Darren Kern for his efforts in developing the new plan. Motion carried unanimously.

Cranston moved, with second by Connor, to move into Executive Session in Accordance with Wis. Statutes 19.85 (1), (c) for the purpose of discussing performance, compensation, and benefit data of administrators, teachers, support staff, and supervisory support staff employees for 2011-2013. On Roll Call, all voted "yes." Motion carried unanimously.

Cranston moved, with second by Connor, to move out of Executive Session. Upon Roll Call, all voted, "yes." Motion carried unanimously.

Cranston moved, with second by Gunther, to adjourn the meeting at 9:40 p.m. Motion carried.

Tim Witzmann, President

Catherine Cranston, Clerk