

**REGULAR MEETING - BOARD OF EDUCATION
SCHOOL DISTRICT OF SOMERSET
May 16, 2011**

Question and Answer Session: 6:00 P.M.
Regular Session: 7:00 P.M.

Board President Tim Witzmann called the meeting to order at 6:10 p.m. Present were board members Tim Witzmann, Brian Moulton, Robert Gunther, and Marin Hansch. Catherine Cranston and Marie Colbeth arrived at 6:20 p.m. Mike Connor arrived at 6:54 p.m.

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

2011-2012 Preliminary Budget Question and Answer Session: Witzmann welcomed everyone to the Preliminary Budget Question and Answer Session, stating he has not heard many questions in the community with regard to the Governor's budget. Superintendent Randy Rosburg stated two people stopped by to comment about his article in the New Richmond News regarding the impact of the budget on the school district. They appreciated the information and were happy with what the district was doing. Witzmann indicated the only negative item he heard concerning the budget was the possible removal of the middle school keyboarding class. Rosburg stated there are many variables to the budget, however, with the information the school district has received from the state, the district is hopeful a balanced budget will be in place with the possibility of some shuffling of staff. Colbeth stated she thought the budget looked good on paper and thanked Rosburg for his efforts. She asked if the possible changes or shifting of staff is communicated with teachers. Rosburg stated teachers have been included in conversations and those conversations have helped administrators with prioritizing staffing and budget needs.

Colbeth asked if the middle school keyboarding class was only about keyboarding or something more, and if some of the components of the class could be implemented in other classroom areas. Middle School Principal Sara Eichten said she spoke with several staff about infusing keyboarding into other classroom areas. Rosburg indicated several classes and grade levels integrate keyboarding and software programs such as Excel, PowerPoint, Word, and other computer applications as tools for their assignments. Colbeth also wondered if "keyboarding" was an accurate name for the class. Eichten said "keyboarding" is probably not an accurate name for the class as middle school students learn applications such as Microsoft Word, Excel, PowerPoint, and SmartBoard applications. Witzmann reminded board members that one of the goals of the board was not to lay off staff, so some shifting of employment positions may be relative to that goal.

Hansch stated she was also appreciative of the work on the budget, and hoped all employees are being efficient stewards of taxpayer money. She said it was her hope that balancing the budget was done to reduce costs, but still providing quality education for students. She said board members appreciated feedback, and encouraged audience members to contact board members if they had concerns.

Kathy Brakke, a member of the 2011-2016 Strategic Plan Action Team for Careers, inquired as to how the budget restrictions may impact the plan. Witzmann stated the district's budget was created conservatively and built based on worst case scenarios, therefore, if the budget situation improves over the next five years (the life of the 2011-2016 Strategic Plan), the district will have more options with the plan.

Nancy Dressel asked if there were any known plans regarding the proposed 16 hours of teacher collaborative time. Rosburg stated this issue has been changed to a variable number based off of the 2011-2016 Strategic Plan. Rosburg also stated collaboration time is flexible and will be under the direction of the curriculum manager. Several board members indicated to Dressel the goal of this issues was to more collaboration time available for employees.

Witzmann ended the session stating he appreciated the work of the staff and board with the 2011-12 Preliminary Budget. He said the board will be taking a last look at the budget, along with student enrollment numbers, property values, and state aid at a meeting in October.

Groups or Individuals Wishing To Be Heard (2 minutes per person – 20 minutes maximum): Witzmann again welcomed people just arriving to the meeting and provided a recap of what was discussed during the question and answer session. Witzmann then read off the rules for this portion of the meeting. No one came forward.

Positive Recognition

Amanda Kirk, daughter of Thomas & Renee Kirk, was recognized for her work as Somerset High School Student Representative to the Board of Education. High School Principal Shawn Madden thanked Kirk for serving in this capacity on behalf of the school district. Kirk said she enjoyed being a student rep to the board, and enjoyed communicating the students' activities. Moulton presented Kirk with a certificate of recognition, stating she did a great job and board members enjoyed hearing from her.

The board recognized 2011 State Solo Ensemble Choir participants Brittney Anderson, Ashley Andrews, Lindsey Bellamy, Mary Fohrenkamm, Gavin Germain, Riley Jackson, Jonathon Karis, Abreanna Koller, Cedric Mantovani, Hannah Rosentreter, John Russell, Cassandra Schmidt, Jake Scott, Malia Triebold, Natalie Van Dam, Cody Waalen, and Mackenzie Wulfinf. Vocal music instructor Scott Perau introduced the students, stating they all did an excellent job. Seven of the students earned a rating of #1 including the Dynamics Show Choir. Brittney Anderson earned an "Exemplary Solo Award," which Perau stated was the highest honor at state level. Colbeth presented recognition certificates to the students, and thanked them for their hard work.

The board recognized 2011 State Solo Ensemble Instrumental participants Colton Brown, Kayla Hansch, Andrew James, Abreanna Koller, Tyler Kupczak, James Major, Emilee Martell, Ashley Morris, Nicholas Olson, Alexander Piletich, Carole Scheder, Aric Vanasse, and Sean Victor. Instrumental music instructor Andrew Emerson introduced the students, stating they participated in a total of three events. Emerson stated the band students exhibited dedication and teamwork, with two groups earning a rating of #2 and one group earning a rating of #1. Hansch presented each student with a certificate, thanking them for doing a wonderful job, and stating it was nice to see all of them perform at last week's school music concert event.

The board recognized 2011 State FBLA participants Ashley Duggan, Megan Duggan, Aminah Henne, Tyler Lindquist, Jacob Perkins, Kaylin Peterson, Anne Plourde, and Alexandra Swanson. Advisor Gwen Hennessey thanked the board for sponsoring FBLA for another year. Hennessey introduced FBLA President Jacob Perkins and asked Jacob to provide a recap of events at state and to share his experiences as president. Perkins stated FBLA changed his life as he was quiet and shy before joining FBLA, but is now more confident. Perkins stated all of the FBLA students worked hard at state and was excited that Tyler Lindquist received first place to compete further at national level. Cranston presented the students with a certificate, thanking them for a job well done, and thanked Perkins for sharing his experiences with the board.

Meeting was recessed at 7:17 p.m. and reconvened at 7:39 p.m.

Colbeth moved, with second by Connor, to approve the Consent Agenda:

- A. Approve Minutes of the Regular Session of April 18, 2011
- B. Approve Minutes of Special Session of May 2, 2011
- C. Approve Minutes of Executive Session of May 2, 2011
- D. Approve payment of April/May Board Bills
- E. Approve hiring of Leslie Kier as long-term substitute Special Ed/Alternative Ed Aide for the 2010-11 school year
- F. Approve hiring of Sara Turner as High School Spanish Teacher for the 2011-2012 school year
- G. Approve increase of 60 minutes per day to Mary Jane Mielke's schedule for bus coverage for the 2010-11 school year
- H. Approve increase of 30 minutes per day to Tera Hennen's schedule for bus coverage for the 2010-11 school year

Motion carried unanimously.

Teaching & Learning Committee: *Review of 2011-2016 Strategic Plan (1st Reading):* Committee Chair Cranston turned the report over to Darren Kern. Kern explained that the proposed Strategic Plan was brought forth tonight for a first reading, stating it is a very different plan than the previous one. This plan is built on real student achievement focused results. Kern stated the proposed Strategic Plan will change the district over the course of five years. He added today's budget issues cannot be planned over the course of five years. Kern explained the administrative team assigns the dates, which may be changed or adjusted. The 2011-2016 Strategic Plan will need board approved before administration can assign dates.

Facilities and Teaching & Learning Committees: *School Perceptions Community Survey:* Committee Chair Moulton turned the report over to Rosburg, who stated input coming from two committees have not yet been infused into the draft survey presented tonight. The survey presented is Version #8 of the draft; the final survey is scheduled to go out to the community in October. Some questions will be infused with the 2011-2016 Strategic Plan, but tonight's draft is presented to the board for a first review. Cranston asked that all board committees have the opportunity to review it before going to the full board for a second review. Colbeth asked that questions be ranked to make it measureable. Board concerned about getting the survey out to all community members, including those in the district that do not have children. Rosburg said Bill Foster of School Perceptions will have suggestions on how to reach those community members.

Superintendent Report: Superintendent Randy Rosburg provided a recap of enrollment numbers, stating enrollment is currently at 1,647 students as of last week. Enrollment has continued to increase and/or decrease throughout the months. Committee meetings tentatively scheduled for Monday, June 13, 2011 include Teaching & Learning, Human Resources, Governance and a Special Session. Rosburg stated the committee meetings would not be held until June 13th because of the June 6th CESA Annual Meeting.. Board members indicated the June 13th date would work for committee meetings.

Board Report: *CESA 11 Update:* Cranston provided an update from the CESA Board, stating CESA will be hosting meetings to discuss implementing employee handbooks and would like teams of district staff in attendance rather than just one person from each school district. CESA suggested each team should include a superintendent, two teacher leaders, a principal and a board member. Rosburg stated he has attended two different presentations regarding employee handbooks, and indicated the extended agreement with staff will buy the district some time in implementing an employee handbook. *Community & School Involvement:* Hansch attended Forensics, band, and choir performances, stating she was pleased to see how much many students participated in these events. Colbeth added she thought the band and choir performances were fantastic, and gave kudos to the music teachers. Gunther sat in on a school meeting regarding health school counseling, stating the program presentation was very interesting and included a variety of subjects from grants to needs assessments. Connor attended the wake and funeral of former Curriculum and Instruction Director Ron Berg. *Board Officer & Committee Assignments:* Witzmann stated committee assignments are typically arranged after the election of board officers which will occur on June 13th during a Special Session. Witzmann asked board members if they were content with their current committee assignments. All members indicated they were happy with the current arrangement. *Pea Soup Days (Saturday, June 10, 2011):* Witzmann reminded board members that they will be putting in some volunteer time for the annual Somerset Pea Soup Days.

High School Report: Student Council had a very productive month with meetings to decide on how elections and representatives will be chosen for next year. New forms were created for this process which asks more personal questions about what the candidate knows about Student Council, how they feel about school spirit, and what they feel they could bring to the table as a member. Homecoming 2011 plans have already started, and a staff survey was sent out to decide which week would work best. Student Council is looking forward to next year with new members and some returning members, and fresh, new ideas for the new school year.

High School Principal Shawn Madden recognized the following students for "Student of the Month:" Carrie Kulibert, Ryan Newman, Savanna Vang, Garrison Jepsen, Riley Jackson, Peter Schmitt, Shelby Peterson, and Max Moses. In the area of community involvement, the 5th Annual Community Service Day was held Friday, May 13th. High school students and staff, in conjunction with the Village of Somerset, were involved in a variety of activities

to clean up and beautify the school campus and local community area. Madden thanked the board, administration, community involvement committee, staff, students, and community partnerships for providing those opportunities. The last school day for seniors is May 17, with the senior picnic and Senior Memory night being held on May 18th. Graduation rehearsals will be held the following day. The High School Graduation Ceremony will be held on Sunday, May 22, at 1:00 p.m. in the high school gym, with Gunther and Cranston assisting with the distribution of diplomas. The Alternative Education Graduation Ceremony will be held on Monday, May 23, at 5:00 p.m. in the high school multi-purpose room. Rosburg will welcome the students and their families, and Hansch and Connor will assist with the distribution of diplomas. Madden thanked Junior Class Advisors, Nancy Dressel and Jenna Evenson, for coordinating prom this year along with Kelly Larson for coordinating post-prom. Madden also thanked Safe-Way Bus Company for providing four school buses to transport all of our students for post-prom.

Middle School Report: Middle School Principal Sara Eichten introduced middle school instructors Dawn Peer and Ayla Mitchell, who reported on student activities in social studies and science in conjunction with an EETT grant. Eichten also provided a building report which included information on the middle school playground update, stating the proposed fundraising golf tournament was cancelled due to lack of participants. Remaining balance of playground amount is \$15,608. All budget reductions from the middle school came out of general supplies or equipment for the upcoming school year. Sara polled staff to inquire what they felt they could cut from their budgets. After working with staff and making those determinations, the middle school's general supply budget was reduced by about 20%. The half-day teacher in-service day found teachers reflecting on MAPs scores and related issues. Upcoming events include the May 17th 7th and 8th grade music concert, and the May 20th "Our World Day Celebration" with students sharing the outcomes of their thematic unit projects.

Elementary School Report: Elementary Principal Cherrie Wood provided a recap of elementary school activities including an all-elementary school career fair where numerous individuals from around the community volunteer to present mini-sessions about their careers. Elementary staff will work on curriculum and alignment of current curriculum to the new common core state standards; many of the staff will be focused on the writing portion of the English/Language arts standards. On May 17th Somerset Fire and Rescue will demonstrate basic CPR skills to 3rd and 4th grade students, with general safety presentations for JK and 2nd graders. On May 23rd, 4th grade students will spend the afternoon at the middle school to meet new teachers to help these students feel more comfortable as they transition from elementary to middle school. Wood's report concluded with information regarding the budget reduction process. Wood talked with elementary teachers regarding the coming year, and asked them to consider how they may reduce spending. In some cases, purchase of equipment will be deferred, and staff will eliminate costly consumable workbooks in favor of more activities using interactive technology.

Business Services & Operations Report: Rosburg said the monthly Cash Flow report was included in the board packet for their review. He stated they may contact him if they have any questions after reviewing the report.

Pupil Services Report: Pupil Services Director Darren Kern provided a report depicting budget changes made in the Pupil Services Department strictly within the general supplies budgets. Staff understood reductions to general supplies needed to be made. Special Education budgets for federal grants are not out yet from the state. Reductions are expected and the board will be updated on that budget situation when numbers are received. The new law for Specific Learning Disabilities is complex and burdensome; Pupil Services is currently working with counselors and regular education teachers to ensure the district has intensive interventions in place. Intensive interventions are interventions that focus on specific discreet skill deficits and are done in addition to core instruction. At a future board meeting, board members will be given data regarding the success of the district's co-teaching model this year. The district is looking to expand the model to have a co-teaching model in place for grades 3-8 next school year. The district's ELL population has taken a new turn with three new students from the Philippines that speak little to no English. Staff is working hard to help them adjust to life in this country and in American schools. Close-out of the current Strategic Plan is scheduled for the evening of June 21st from 5-7 p.m.

Curriculum, Instruction & Assessment Report: Curriculum, Instruction, and Assessment Manager, Trisha Sheridan, provided a report indicating that the State Department of Public Instruction released the 2010 graduation rates, reflecting both the new, four-year, and Legacy method of calculating the rates for the state and individual

school districts. Under the new method, the state tracks students from their freshman year to graduation four years later. The process is mandated by the federal No Child Left Behind law, which requires all states to calculate their graduation rates the same way by the end of the current school year. The four-year cohort rate will be calculated as follows: Number of students in the cohort who graduate within four years with a regular high school diploma; number of students who form the four-year adjusted cohort for the graduating class. The district has a successful transition program. Currently there are six Grade 13 students in the program. This population accounts for the majority of the 6% difference between the four-year cohort rate and the Legacy rate.

Human Resources Committee

Gunther moved, with second by Witzmann, to Approve Support Staff One-Year Extended Agreement for 2011-2012. Colbeth thanked Darren Kern for filling in for Rosburg during the support staff meeting as it provided the staff with an opportunity to ask questions. Motion carried unanimously.

Cranston moved, with second by Colbeth, to adjourn at 8:33 p.m. Motion carried.

Tim Witzmann, President

Catherine Cranston, Clerk