

**SOMERSET BOARD OF EDUCATION**  
**REGULAR MEETING**  
September 16, 2013

Board President Brian Moulton called the meeting to order at 7:01 p.m. Roll Call was taken. Board members present were Brian Moulton, Robert Gunther, Tammie Wishard, Tom Walters, Marie Colbeth and Kelly Ott. Absent was Mike Connor.

Gunther moved, with second by Wishard, to approve the agenda as presented in the handout. Motion carried.

**Groups or Individuals Wishing to Be Heard:** President Moulton read the rules for this portion of the meeting. Beckah Whitlock and Kathy Spillman came forward and spoke on behalf of the Disabilities Awareness Committee to let the community know of an event they are sponsoring on Saturday, October 26, 2013 at Somerset Elementary School and surrounding campus. It is the first annual Halloween Trick or Treat Spooktacular. More info can be obtained by contacting one of them and they also stated the information is on the school website and Facebook page.

**Positive Recognition:** New staff members were recognized during the Positive Recognition portion of the meeting. Attending tonight's meeting were new staff members: Jennifer Backes, Elementary School Music Instructor; Erin Baillargeon, Alt and Virtual Ed Instructor; Alexandra Bell, Elementary School Media Specialist; Brandon Berrey, High School Media Specialist; Heidi Blomberg, Middle School Media Aide; Julie Carr, Elementary School Media Aide; Katie Layman, High School Guidance; Chris Moore, High School Principal, Kristin Roll, Occupational Therapist, Erin Vanasse, IT Secretary and Samantha Wolff, Elementary School Health Care Provider. Each staff member introduced themselves with a brief background. Moulton welcomed the new staff and thanked them for coming.

Board members recognized 2013-2014 Compass Award Recipients Nancy Andersen, Second Grade Instructor; Jeanne Germain, High School Speech/Journalism Instructor and Andre Johnson, Fifth Grade Instructor. Superintendent Rosburg explained the importance and significance of the Compass Award. President Moulton and other members of the board then presented each recipient with a certificate and compass and thanked them each for their hard work and dedication to the district.

Meeting was recessed at 7:17 p.m. for refreshments; meeting was reconvened at 7:32 p.m.

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

- A. Approve Minutes of the Regular Session of August 19, 2013
- B. Approve Minutes of the Special Session of August 26, 2013
- C. Approve Minutes of the Executive Session of September 3, 2013
- D. Approve Minutes of the Annual Meeting of September 9, 2013
- E. Approve Payment of August/ September Board Bills
- F. Approve Resignation of Penny Westerlund as Occupational Therapist
- G. Approve Hiring of Jonathan Grant as High School Alternative Education Aide
- H. Approve Hiring a One-on-One Special Education Aide per the Student's IEP
- I. Approve Hiring of Anna Johnson for 3.5 Additional Hours as Short Term Special Education Aide Substitute
- J. Approve Hiring of Adam Strawn as K-4 Special Education Short Term Substitute Teacher
- K. Approve Request Out of the Somerset School District to Osceola
- L. Approve Request Out of the Somerset School District to Grantsburg Virtual School
- M. Approve General Updates to the 2013-2014 Employee Handbook on pages 14-143
- N. Approve Updates to Extra Curricular Assignment Positions and Percentages with No Dollar Increase as Overall Budget Stays the Same
- O. Approve 2013-2014 Winter Coaching Assignments

Motion carried with five yes votes and one no vote.

## Discussion

**Facilities Committee:** Committee Chair Tom Walters stated the referendum work was still continuing. Superintendent Rosburg added the work is on budget and the project work will continue until complete.

**Superintendent Report:** Superintendent Randy Rosburg provided an enrollment summary and indicated that this Friday is the third Friday count. Enrollment is at 1,602 which is up one from this time last year. On Monday, September 23, 2013 there will be a Governance Committee meeting to work with Neola on the policy updates. The 2000 series policies have been gone through and up to be reviewed next are the 3000 and 4000 series. The administrators will be brought in as needed to go through the next series of policies. Other meeting dates are as follows: Wednesday, September 18, 2013 at 6:00 p.m. there will be an Expulsion Hearing. Committee Meetings will be on Monday, October 7. Special Session on Monday, October 7 at 7:00 p.m. and the October Board Meeting is scheduled for Monday, October 28, 2013. The date is pushed out a week in October. This will allow Director of Business Services and Operations, Dave Gerberding to work on the budget.

**Board Report:** *CESA Update:* Walters spoke of the sequestration budget for CESA and reported that it went well. He added that they are realigning the budget for next year and he will be part of the CESA budget meeting that will take place on November 14, 2013. *Community Engagement:* Marie Colbeth said it was fun to see everyone back on campus and the great attendance at the sporting events. She also stated she attended the Osceola parade and the Somerset band did a nice job.

**Directors and Principals Report:** Chris Moore, High School Principal spoke of the great information that was presented at the District Data Retreat and thanked Trisha Sheridan for all the hard work that went into it. Moore recapped the common assessments that were set. The elementary school teachers and support staff work with students to increase the number of students reaching proficiency/benchmark on grade level reading assessments by 5%. The middle school will work with students to increase the number of students showing math growth on the state report card by 5%. The high school will work with students to increase the number of students reaching the benchmark in reading (in the ACT Suite) by 5% by the end of the 2013-14 academic year.

Director of Business Services and Operations, Dave Gerberding addressed the handout he provided which was the month end reconciliation for referendum funds. He stated the referendum spending would pick up this month.

**Student Council Report:** Superintendent Rosburg introduced Hannah Rosentreter, the student council representative to the board. Hannah shared that the first student council meeting had taken place on the evening of open house; the time was used to introduce themselves to those in attendance and brainstorm ideas for the upcoming year. Homecoming week will be the week of September 23 and there are many events planned. The football game will be on September 27 and the dance on September 28. Jostens was on campus to meet with the sophomores and seniors. The student council will be doing fundraising for many charitable causes again this year. Hannah also shared that by having homeroom times set for the student council to meet has helped greatly.

## ACTION

### Facilities Committee:

Walters moved, with second by Ott to:

- 1) Approve Funding to Upgrade Security and Computers in Classrooms with Available Referendum Budget Funds in the Amount of \$125,275.17.
- 2) Approve Funding to Ground the IT School Closets in the Amount of \$2,338.00.
- 3) Approve Funding for Middle School and High School Door Frames in an Amount Not to Exceed \$18,000.00
- 4) Approve Funding for the Painting of the Middle School Gym Walls and Ceiling in an Amount Not to Exceed \$26,300.00.

Superintendent Rosburg added that Gary Zifko is seeking bids for these items. Zifko will wait until the end of the week to see if other bids come in. Ott asked how Zifko was seeking out these bids. Rosburg responded that he is placing phone calls. Motion passed unanimously.

**Human Resources Committee:** Moulton moved with second by Gunther to approve Extra-Curricular Base Wage to be Equal to Minimum Teacher Annual Base Pay Amount. Ott asked if this amount would change annually. Gunther explained that the base rate changes and this amount goes up with the base rate. Motion passed unanimously.

**Teaching and Learning Committee:** Wishard moved with second by Colbeth to Approve Hiring of Five Kindergarten Classroom Aides for the 2013-14 School Year. Wishard indicated that right before the start of this school year there were many new kindergarten students that registered. The classroom size for each kindergarten room is now at 24-25 students per classroom. In the past when the classroom size reached these numbers, aides were hired to help. Wishard stated she met with Principal Kern to discuss options, the question being whether to hire classroom aides or another teacher. Ott stated that if aides were hired, would the teachers be able to have input in the process as a good personality fit is necessary. Ott also inquired as to whether aides could be hired with teaching licenses and could eventually move into a teaching job. Gunther asked the kindergarten teachers what they thought. It was noted that all five of the teachers (Tami Fetter, Melanie Germain, Heidi Olson, Keri Roth and Brenda Tetzlaff) were in attendance at the meeting. Fetter replied that it is a struggle now that school has started to teach when the class sizes with the kindergarteners are so large. There is not enough space physically in each of the rooms with the students, teacher and aides in the rooms was Olson's response. Tetzlaff added, which was echoed by all teachers, that the goal is to make the decision that is best for the students. She also added that it will be hard to move students as they have already formed bonds with the students and parents but having another classroom would still be best for the students. Gunther added that in the winter the task of having only five teachers getting that many students prepared to go outside in their winter gear would be a very long process in itself and addressed the phenomenal work the teachers do on a daily basis. Rosburg added that the process in place now is that there are substitute aides helping out. The teachers also spoke of Target Time in which there are currently up to 30 people in the classroom during this time. Kern addressed this by saying that when the teachers have aides to help it does create extra work in that the teachers need to create and organize tasks for the aides. The teachers all agreed that hiring another teacher is their preference despite the work and rescheduling that it would cause. This decision was based on it being the right one for the students and would create the best learning environment for them. Wishard then asked of the timeline that would go along with hiring a new teacher. Kern responded that if the board approved it this evening, the job could be posted the next day. Ott then asked if it were enough time to prepare parents. Kern's response was that if you are open and honest with parents and provide continual communication, they will understand. Tetzlaff added that in her teaching experience it can initially be tough on parents but in the end she has always seen them delighted with the smaller class size. It was then added by Wishard that hiring a teacher is the best decision. Upon voting, all voted no. Motion failed to Approve Hiring of Five Kindergarten Classroom Aides for the 2013-14 School Year. Wishard then moved to propose a new motion with second by Walters to Approve the Hiring of an Additional Kindergarten teacher for the 2013-14 School Year. Motion Passed.

**Ott moved with second by Walters to Move to Closed Session in Accordance with Wis. Statutes 19.85 (1), (e) for the Purpose of Discussing the Purchase of Public Property to Establish an Offer and Price Not to Exceed and Wis. Statutes 19.85 (1), (c) for the Purpose of Establishing an Annual Wage for the District Administrator.** Once in closed session, there was a discussion on property. No decision at this time, a strategy is in place. Discussion then took place for the purpose of establishing an annual wage for the district administrator. A 2.07% wage increase for 2013-14 was decided upon. Gunther moved with second by Walters to move out of closed session

Gunther moved, with second by Ott to adjourn at 9:45 p.m.

Brian Moulton, President

Marie Colbeth, Board Clerk