

REGULAR MEETING - BOARD OF EDUCATION
SCHOOL DISTRICT OF SOMERSET
September 19, 2011

Board Vice President Brian Moulton called the meeting to order at 7:00 p.m. Roll call was taken. Present were Brian Moulton, Catherine Cranston, Robert Gunther, Mike Connor, Marie Colbeth, and Marin Hansch. Tim Witzmann arrived at 7:59 p.m.

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

Groups or Individuals Wishing To Be Heard: Moulton read the rules for this portion of the meeting. Middle School Maintenance Supervisor Don Haines stated he will be retiring next month and wanted to thank the school board and school district for his employment the past 19 years.

New staff members were recognized during the Positive Recognition portion of the meeting. Attending tonight's meeting were new staff Wade Erickson, High School Math Teacher; Rochelle Lindquist, Elementary School Office Aide; Sara Kreibich, High School Social Studies Teacher; Julie Moadlo, K-12 Phy Ed Teacher; Julie Richter, Elementary School Health Care Provider; Carolyn Spoerl, High School English Teacher; Jessica Thorson, School Psychologist; and Sara Turner, High School Spanish Teacher. Each staff member introduced themselves with a brief background. Moulton welcomed the new staff and thanked them for coming.

Board members recognized 2010-2011 Compass Award Recipients Stacey Helder-Pevan, Somerset Elementary School; Don Haines, Somerset Middle School, and Mary Anne Crawford, Somerset High School. Elementary Principal Cherrie Wood stated Ms. Helder-Pevan does an excellent job of leading by example in word and deed; she is always willing to be there, is a great planner, and has the ability to look at detail as well as the big picture. Middle School Principal Sara Eichten said Mr. Haines does not have an easy job, but he keeps the building running smoothly, and will do anything he's asked. Haines has great foresight of what the building needs, both inside and out, and the staff will miss him when he retires. High School Principal Shawn Madden stated Madame Crawford has been with the district since 1987; she is a tremendous influence on students and staff. Crawford is compassionate and has been very helpful with the volunteer program for high school students, and has been responsible for organizing the annual community clean up. Moulton presented each recipient with engraved compasses and certificates, and thanked them for their leadership.

Meeting was recessed at 7:12 p.m. for refreshments; meeting was reconvened at 7:28 p.m.

Hansch moved with second by Colbeth to approve the Consent Agenda:

- A. Approve minutes of the Regular Session of August 15, 2011
- B. Approve minutes of the Executive Session of August 15, 2011
- C. Approve minutes of Special Session of September 12, 2011
- D. Approve payment of August/September Board bills
- E. Approve notice of non-renewal of Lora Sorenson, Long-Term ASL Teacher for the 2011-12 school year
- F. Approve revision to Policy JIA, WI Academic Excellence Scholarship

Motion carried unanimously.

Discussion

Governance Committee: Committee Chair Connor said pupil non-discrimination policies were reviewed; the committee found that no changes or updates were needed. Policies reviewed included Policy AC, Nondiscrimination; Policy AC-R, Discrimination Complaint Procedures; Policy JB, Equal Educational Opportunities, and Policy JB-R, Student Discrimination Complaint Procedures.

Business Services Committee: Chair Colbeth stated Business Services Director David Gerberding did a great job presenting and reviewing the 2011-12 Preliminary Budget to committee members. Colbeth indicated the district is about \$40,000 short; however, the student count and calculation of the summer school program has not yet occurred and will be factors in the budget. Colbeth thanked the administrative team and teachers for their help in tightening the budget.

Superintendent's Report: Superintendent Randy Rosburg reviewed enrollment data as of September 16, 2011, which showed an unofficial count of 1,626 students, down slightly from this time last year. Rosburg stated the Third Friday Count, which is the official enrollment count used for calculating school funding, is currently

underway. Rosburg went on to report several board members discussed attending upcoming WASB Regional Meetings for Sept 28th at Rice Lake and October 11th at Menomonie, both from 6-9:00 p.m. Gunther will attend the September 28th Rice Lake meeting, and Witzmann, Connor and Hansch will attend the October 11th Menomonie meeting. Rosburg reported the Annual Meeting & Budget Hearing will be held Monday, October 3, 2011 at 7:00 p.m. Due to the Annual Meeting date, committee meetings will be moved to Monday, October 10, 2011. The school district will not receive data on equalized values until late in October, so the regular Board of Education meeting will be moved back to Monday, October 24, 2011; this will help provide the board with accurate numbers. Parent teacher conferences will be held on various dates from September 29th through October 20th. Gunther will attend the October 11th and Cranston will attend the October 13th P/T conference at the middle school. Hansch and Colbeth will attend the October 18th and Connor and Moulton will attend the October 20th P/T conference at the elementary school. Cranston offered to work on an article for the November 10th edition of the New Richmond News to talk about the recent Meet & Greet session at Magpie's and parent teacher conferences. Cranston stated board member names, e-mails, and phone numbers should be included in the article.

Board Report

CESA 11 Update: Cranston reported that CESA 11 has started a process on creating an employee handbook and will bring their updated process back to the CESA board. Cranston also discussed CESA co-op purchasing opportunities for districts including paper, food, and other supplies. Cranston said CESA would like schools to take advantage of the lower pricing. Information regarding co-op opportunities is included on the CESA website. *Community & School Involvement:* Moulton stated he recently played in a SBA tournament which had a very good turnout. Hansch attended the Middle School Open House. She liked the suggestion of having computer labs open during parent teacher conferences for residents to take the community survey.

Elementary School Report: Principal Cherrie Wood reported on happenings at the elementary school, including recently conducted interviews for the elementary school guidance counselor position. Other information included teacher reviews of student behavior to help students know what is expected of them; staff plans for a gift of remembrance to elementary student, Alie Thanig; PLC norms (a list of commitments regarding staff professional conduct for the coming year) were developed, and the groups practiced several methods of learning together and reaching consensus to help staff stay focused on growth. As part of reaching out to the community, Al Duerkop was part of a larger choir that sang the National Anthem at the Twins game on August 18th. Other elementary events include upcoming school pictures, hearing and vision screenings, seizure training for staff, and Fire Prevention activities.

Business Services & Operations Report: Director David Gerberding reported on the August cash flow chart noting the combining of accounts due to the district's banking transition from RCU Bank to First National Community Bank. Gerberding also reported the district received a substantial tax payment in August. Gerberding stated the Business Office is wrapping up with auditors from their visit in August, and business staff continues to wade through paperwork and enrollment information for new and returning staff from the start of the school year. The district will be borrowing from cash flow again in October. Gerberding indicated interest rates are good right now and—in that regard—it is a good time for the district to borrow.

Pupil Services Report: Director Darren Kern reported the 2011-16 Strategic Plan is up and running and focused on four areas including aligning curriculum to state standards, implementing an RTI model, developing a PLC model, and two-way communication. New reporting requirements begin this year for special education. Somerset will be participating in piloting a new online tool for reporting and measuring transition related goals on the IEP. Somerset was selected from a number of school districts state-wide to participate in this pilot initiative, and is seen as a good match for this pilot. Secondly, the district is now required to report what a child's level of functioning is entering into the program, and what the exiting level of functioning is. The district must show that its program has been effective and that the children have made growth in their area(s) of disability. Kern ended his report stating that the talent pool for Gifted and Talented Services is being developed and services to those students have begun. Hansch asked if the special education department partners with any county or state services. Kern stated they do, dependent on what service is needed. Recent budget cuts have undermined some of the county and local programs.

Curriculum, Instruction & Assessment Report: Director Trisha Sheridan reported the 2011-12 Mentor Program is in full swing with new teachers and the school psychologist connected to a trained mentor for the year. A listing of the first year mentor program was attached, as well as a second year program requested by the mentor and

mentee. The district does not require a second year mentor/mentee program. Mentors receive training before becoming a mentor; they also receive a stipend amount. Sheridan also gave a brief overview of the Performance Series testing for grades 3-8. A full day of teacher training is scheduled for Sept. 21st on Data Interpretation with representatives from all grade levels, departments, SpEd, ELL, and Administration. Cranston asked to see the report once teachers receive them. Common Core State Standards are in their 2nd year; however, there is a lot of transition going on in DPI, which has slowed the process somewhat.

Student Council Report: Principal Shawn Madden introduced Junior Grace Becher, student council representative for the board. Becher's report included upcoming homecoming week activities such as dress-up day and "Minute to Win It" competitions, sporting events, a trivia contest and a Pep Fest. There will also be a food drive/shopping cart contest, the annual All-School Volleyball Tournament, and a Powder Puff Football game. Jostens met with sophomores and seniors to discuss class rings, graduation robes, and announcements.

High School Report: Principal Shawn Madden reported the freshmen class will be participating in an off campus Freshmen Retreat at St. Croix National. This retreat is a new initiative to generate awareness of "hot topics" in high school and build community among the students. The goal of the retreat is to generate awareness and promote healthy choices when dealing with issues of drug and alcohol use, human growth and development, bullying, healthy life choices, and other issues that students may face during their high school careers. Madden also referred board members to the Police Liaison Report handout, and the upcoming parent/teacher conference on September 29th.

Middle School Report: Principal Sara Eichten reported middle school staff has been busy testing students using Performance Series and sharing that data with students. The information will also be shared with parents at Student-Led Conferences on October 11th and 13th. The first service project of the year will occur on October 7th as middle school students will again tie fleece blankets to donate to area hospitals and shelters. Last year the middle school made 176 blankets and hopes to surpass that goal this year. Middle school staff met on PLC's during in-service and set their norms for the year. Eichten provided an update on the playground fund, stating another \$1,055 was deposited into the fund this month. The playground committee also received Target dollars for the year as well as a matching donation from Land O' Lakes. The committee is researching possibilities for more fundraising. Eichten stated a balance remains of \$13,283. Witzmann indicated at some point the board may want to talk about forgiving the balanced owed; he stated he sees a lot of value in the playground based on the fact that it is so heavily used.

Human Resources Committee: Gunther moved with second by Witzmann, to approve the Purchase of WASB Employee Handbook Template. Gunther mentioned this will be used as the district's transition tool. He stated the committee reviewed three options, but decided on the WASB employee handbook template because of its popularity with most other school districts throughout the state. Motion carried unanimously.

Gunther moved, with second by Witzmann, to Approve January 1, 2012 Employee Handbook as TENTATIVE Due Date. July 1st is the actual contract due date. Motion carried unanimously.

Gunther moved, with second by Witzmann, to Approve Employee, Administrator and Board Participation in the Employee Handbook Process. Motion carried unanimously.

Governance Committee: Connor moved, with second by Cranston, to Approve Act 10 Grievance Policy. Motion carried unanimously.

Colbeth moved, with second by Cranston, to adjourn at 8:26 p.m.