

REGULAR MEETING - BOARD OF EDUCATION
SCHOOL DISTRICT OF SOMERSET
July 20, 2015

President Bob Gunther called the meeting to order at 7:10 p.m.

Roll Call was taken. Present were Brian Moulton, Marie Colbeth, Michael Connor, Bob Gunther, Nancy Dressel and Patty Schachtner. Absent was Tammie Wishard.

Moulton moved, with second by Colbeth, to approve the agenda as presented. Motion carried unanimously.

RMM Solutions: Dan Johnson from RMM provided an IT update. The staff laptops are being rolled out, Gmail transition is under way with an estimated rollout date of 8/3/15, the SAN renewals will provide a \$6K cost savings, VMWare costs will be shared at the August board meeting. Colbeth asked if we can eventually move away from VMWare, Johnson answered it is a possibility but is expensive due to having to purchase the actual machines and the work that goes with it along with the actual costs of cooling and running the machines. Dressel asked if many schools use VMWare, RMM responded that it is the benchmark standard with about 70% of schools they work with using it.

Positive Recognition: The Board recognized Bill Powers, who was not in attendance. Superintendent Rosburg shared that Powers has put in 25 plus years to the Somerset School District.

The Board recognized 2015 State Destination Imagination Participants Leo Fay and Rowan O'hAodha. Kristin Siskow, advisor, spoke of the DI team that went to state in Stevens Point, WI. They shared details of the structure they presented at state. Colbeth presented the students with certificates and thanked them for the challenges they took on.

The meeting was recessed at 7:23 and reconvened at 7:33.

High School Grading: MaryAnne Crawford, Brandon Berrey, Kelly Emerson, Sara Kreibich and Kristin Siskow spoke on the High School Grading procedures. Much discussion went into the procedures that have been put in place and it was a compromise. The staff appreciated the empowerment they were given the last few days of school to work on this. Infinite Campus is currently unavailable with the four point scale. The purpose of grades was explained as well as the grading scale. The current grading scale allows for the transition to standards based grading. The retake procedure was discussed, the retake policy does not include finals, the retake score is the same value and the student must demonstrate proficiency. The guidelines for reporting academic achievement was discussed along with the definitions of formative, summative and final assessment. The guidelines for participation and behavior were explained as well as the three factors: participation, work completion and behavior. The late work procedures including due date and drop-dead date were explained as well as the self-reflection form that students will complete. Excused absence guidelines and the timelines that go with them were gone over. Gunther asked if there was data that indicated when students should stop taking tests, the data shows that there is no definite date, this is somewhat of a contradiction of the real world. The demonstration of proficiency is key. Dressel thanked the teachers and Mr. Moore for their work on this and asked how the effectiveness of this will be evaluated. Moore responded that retakes and the grade book will be indicators of this. Schachtner asked how this will communicated to parents, Moore responded that it will be available online as well as at parent night. Each teacher will be presenting the information as well as having it on their websites. Consideration of possible discrepancies in the grading were touched on and discussed.

Groups or Individuals Wishing to Be Heard: Gunther read the rules for this portion of the meeting. Emma Westmoreland came forward on behalf of the girls golf team and asked questions about the experience and rankings of the new coaches as well as what they have to offer to help more of the team members get to state. Paul Westmoreland, parent, stated a concern with the girls golfers is that they have not had the opportunity to get together this summer to practice.

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

- A. Approve Minutes of the Regular Session of June 15, 2015
- B. Approve Minutes of the Executive Session of June 15, 2015
- C. Approve Payment of June/July Board Bills
- D. Approve Resignation of Mike Holmquist, Head Boys Basketball Coach
- E. Approve Hiring Grant Solem, Middle School Special Education Instructor
- F. Approve Hiring Kristin Siskow, 0.3 FTE High School ALC Lead Teacher
- G. Approve Hiring Jaimie Palbicki, Middle School/High School Choir Director
- H. Approve Hiring Trent Probst, 0.8 PK-8th Grade Physical Education Teacher
- I. Approve Hiring Natalie Pollack, Long Term High School Science Substitute
- J. Approve Granting a Somerset Diploma to Alexander Dubak for Completing Challenge Academy
- K. Approve OE in to the Somerset School District from New Richmond
- L. Approve OE in to the Somerset School District from New Richmond
- M. Approve OE in to the Somerset School District from New Richmond
- N. Approve OE in to the Somerset School District from New Richmond
- O. Approve OE in to the Somerset School District from New Richmond
- P. Approve OE in to the Somerset School District from New Richmond
- Q. Approve OE in to the Somerset School District from New Richmond
- R. Approve OE in to the Somerset School District from New Richmond
- S. Approve OE in to the Somerset School District from New Richmond
- T. Approve OE out of Somerset School District to New Richmond
- U. Approve OE out of Somerset School District to Menomonie
- V. Approve 2015-2016 Coaching Advising Assignments
- W. Approve Resignation of Lisa Humphrey, Certified Occupational Therapy Assistant

Motion passed unanimously.

Discussion

Facilities Committee: Committee Chair Gunther spoke of the tour of the elementary school that took place at the July 6, 2015 committee meeting. Notable items are the general to do's which include repair of the lunch table latches.

Governance Committee: Committee Chair Mike Connor explained the technical and general updates to the NEOLA policies. There were first readings of the following:

- NEOLA Policy 8510, Wellness. Dressel asked how the implementation of the policy will be assessed. Superintendent Rosburg will pose this to the administrative team.
- NEOLA Policies 2430 and 2431, District-Sponsored Clubs and Activities and Interscholastic Athletics.
- NEOLA Policies 3362, 4362 and 9130; Employee Anti-Harassment (Professional Staff); Employee Anti-Harassment (Support Staff) and Public Requests, Suggestions, or Complaints (Relations). Dressel shared her thoughts on this with the use of the word *promptly* and would like more specific timelines added. Policy 9130 will go back to committee for further discussion. Reporting to the board and an annual schedule to be developed was requested by Dressel.
- NEOLA Policy 3112, Board-Staff Communications. Dressel opposes this policy as she would like open lines of communication with all. Schachtner and Colbeth were not in favor of the policy either. Gunther stated he is in favor of the policy and believes in the chain of command and circumventing an administrator is not appropriate. Colbeth encourages staff to use the correct route and Schachtner stated that some of the employees are also tax payers. Chair Connor suggested this policy go back to committee to get the wording correct as well as confer with NEOLA.
- NEOLA Policy 5460, Graduation Requirements.
- 2015-2016 ES/MS/HS Teacher Handbooks.
- 2015-2016 Extra-Curricular Handbook. Dressel asked about the extra-curricular codes and shared that other districts have numerous other behaviors and wanted to know if these other behaviors will be added to the

Somerset code. Rosburg and Moore were not aware of these additional behavioral items added, this will be discussed at the high school level. Dressel also asked if students were able to report on unbecoming behaviors. Rosburg explained the history on this. Dressel also asked about dispute clarification though all levels of the chain of command. Dressel also asked about the individual regulations listed in the handbook and what the purpose of this is and is concerned as it allows coaches to create their own sets of rules. She also asked if Section A had been reviewed by legal counsel. Colbeth shared she is concerned about micro managing, and wants this to be looked at in the proper way. Colbeth is concerned about how particular we are becoming on this. The 2015-2016 Extra Curricular Handbook will go back to a special session meeting of the board. Connor would like the whole board to have input on this. Schachtner stated this includes all extra-curricular and should be looked at further. Dressel then added she would like the coaches that are running summer camps to be looked at with clarification on whether it is a school or individually sponsored event.

Also discussed was the Report to the Board and the parameters around the reports.

Findings from Staff Survey: This topic was discussed at length in the Special Session held prior to the Regular Session.

Business Services Committee: Committee Chair Colbeth spoke of the 2015-2016 Preliminary Budget and thanked Business Services Director, Dave Gerberding for his diligent work on this. Colbeth also noted a change to be made in the committee minutes. Rosburg stated that the discussion regarding the RFP for cleaning could be discussed during the action portion of the agenda when the board considers approval of the cleaning contract.

Superintendent Information: Rosburg stated enrollment is at 1,571 which is down from June, the numbers fluctuate due to the rollover cycle in Infinite Campus as well as families moving in and out of district in the summer months. Dressel asked about the enrollment numbers at the elementary school, Dr. Chris Kamrath, Elementary Principal, will monitor this and provide the enrollment figures at the August board meeting. AODA Grant: Sarah Colling, Health Education Instructor received a \$14,568.00 grant to be used for AODA education.

District Communication Plan: Superintendent Rosburg, staff, board members, parents and students were invited to participate in a District Communication Plan meeting. Parents prefer email communication, then face to face and the phone calls. Parents were not using the blogs, the use of blogs has now been discontinued. The consensus was to just have one Facebook page for the district and eliminate the Facebook pages for each school. The use of just one Facebook page will be implemented. Students would like a communication app as part of Infinite Campus as they felt it would be used very regularly.

There will be committee meetings scheduled for August 3, 2015.

Board Report: CESA 11 Update: Colbeth spoke of the CESA 11 training and will bring this information forward to the board. CESA is juggling their budget right now and is doing a good job of it.

Community and School Involvement:

Board Professional Development: Gunther spoke of Dressel and Wishard attending a Board of Education Seminar and the merits of attending a seminar as well as having a speaker brought in to the board. Dressel stated it is good to go to CESA and interact with others, she also shared her thoughts on a book study that other boards were taking part in. Gunther suggested moving the Director's Reports to the beginning of the meetings. Schachtner suggested having Positive Recognition two to three times per year instead of on a monthly basis. Gunther also asked the administrative team if they would prefer to sit in the audience at board meetings versus as the table with the board members. This would allow for full understanding as to who is a board member. The administrative team agreed to the idea and will sit in the audience at the August board meeting.

Directors' and Principals' Reports: Director of Curriculum, Instruction and Assessment, Trish Sheridan

said the assessment data is coming in. The Badger Testing results have been mailed home to students. The ACT test scores have been received but are embargoed until fall. Somerset is pleased with the initial look the results of the testing so far. The summer months have been busy with much professional development. AP classes as well as college in school was discussed.

Action

Human Resources Committee (2nd Reading): Moulton moved with second by Schachtner to approve updates to the 2015-2016 Employee Handbook. Motion passed unanimously. Schachtner asked for clarification on the PLC amount, and asked whether the funds could be better used elsewhere. The board discussed the emails that they had received in regards to this. Rosburg shared the role of the PLC leader and explained that initially the amount was lower. Their role warrants the stipend amount as they are a leadership team and are vitally important. Sheridan added that the teams with highly effective PLC leaders are achieving great results and that the PLC leaders fill a difficult position. The amounts the PLC leaders here are being paid is a comparable amount to other districts. Discussion ensued on coaches filling the role of PLC leaders as well as discussion on the amount the elementary PLC leaders are paid.

Governance Committee: Connor moved with second by Colbeth to approve Technical Updates to NEOLA Policies 1213, 1241, 1260, 2260.01, 2261, 3430.01, 4430.01, 5111, 5113, 5514.01, 5540, 5730, and 5751. Motion Passed Unanimously.

Connor moved with second by Colbeth to approve NEOLA Policy 4120, Hiring of Support Staff Employees. Rosburg explained this policy, Dressel wants the Board of Education to be able to approve support staff hiring. On roll call vote motion passed 4-2 with Moulton voting yes, Colbeth yes, Connor yes, Gunther yes, Schachtner no and Dressel no.

Connor moved with second by Gunther to approve NEOLA Policy 2340 Field and other District-Sponsored Trips. Motion Passed Unanimously.

Business Services Committee: Colbeth moved, with second by Moulton to approve RFF for copier. Gerberding stated that Metro Sales was the best deal. Dressel would like to see figures on staff usage and monitoring of the copiers. Gerberding replied that this could be looked at. Middle School Principal, Sara Eichten, added that since the middle school has been monitoring the use of color copies they have saved \$10,000.00. Motion Passed unanimously.

Colbeth moved with second by Gunther to approve RFP for transportation. Safeway provided the district savings this year and reduced their overall rates. Colbeth revisited the topic of having magnetic stickers on the bus more clearly indicating they are from Somerset. Motion Passed Unanimously.

Colbeth moved with second by Moulton to approve RFP for custodial. Gerberding explained the RFP process as well as how the vendor was chosen. KleenMark will be providing the district's custodial services. They have a strong approach to hiring and have a very comprehensive hiring model. Dressel asked how they will be evaluated, Gerberding answered that it will happen through the use of School Dude as well as KleenMark's internal process. Motion Passed Unanimously.

Colbeth moved with second by Dressel to approve RMM 2015-2016 ProActive contract. Dressel shared she is glad the IT services are improving but is still hearing concerns. Motion Passed Unanimously.

Colbeth moved with second by Moulton to approve 2015-2016 Fall Athletic Training Services Contract. Colbeth shared that Director of Programs, John Walsh, is doing a good job monitoring this. Motion Passed Unanimously.

Moulton moved, with second by Schachtner, to move to closed session in accordance with State Statute 19.85 (1) (c) for the purpose of discussing and approving negotiations proposals for district employees. Upon roll call vote, all voted yes to move to closed session.

Discussion ensued on the topic of negotiation proposals for district employees.

Gunther moved, with second by Dressel, to come out of closed session. Upon roll call vote, all voted yes to move out of closed session.

Announce any decisions coming out of closed session. President Gunther shared the following:

- Gunther moved with second by Moulton to provide all employees a 1.5% pay increase for 2015-2016. Motion Passed Unanimously.
- Colbeth moved with second by Moulton to increase IT employee's hourly rate by \$1.00 per hour for 2015-2016.
- The District Administrator benefit discussion was tabled until August.
- Gunther moved with second by Dressel to approve an annual wage for Elementary School Maintenance Technician to \$44,000.00 for 2015-2016.

Colbeth moved, with second by Dressel, to adjourn at 11:10 p.m. Motion carried unanimously.

Bob Gunther, Board President

Tammie Wishard, Board Clerk