

**BOARD OF EDUCATION
SHEBOYGAN AREA SCHOOL DISTRICT
Sheboygan, Wisconsin
REGULAR MEETING MINUTES
Tuesday, February 28, 2017**

The regular meeting of the Board of Education of the Sheboygan Area School District was held on Tuesday, the 28th day of February at 6:00 p.m. in the Board of Education room, 830 Virginia Avenue, Sheboygan, WI. This regular meeting was announced in compliance with the Open Meeting Law of the Wisconsin State Statutes.

Vice President Gallianetti called the meeting to order at 6:08 p.m.

Vice President Gallianetti requested that everyone stand and join him in the Pledge of Allegiance.

Moved by Mr. Burg, seconded by Mr. Mancl to approve the agenda. All ayes. Motion carried unanimously.

Present: Dr. Susan Hein (arrived at 6:36 p.m.), Ms. Mary Beth Martin, Mr. Larry Samet, Mr. Mark Mancl, Mr. David Gallianetti, Ms. Jennifer Pothast, Mr. Ryan Burg, Mr. Peter Madden - Ms. Marcia Reinthaler was excused.

APPROVAL OF MINUTES

Moved by Ms. Martin, seconded by Mr. Mancl to approve the minutes of the Regular Board of Education meeting of January 24, 2017, Special Session meeting of January 30, 2017, Closed Session meeting of January 30, 2017, Special Session meeting of January 31, 2017, Closed Session meeting of January 31, 2017, Special Session meeting of February 14, 2017 and Closed Session meeting of February 14, 2017 to include an amendment to the Special Session meeting minutes of February 14, 2017 to reflect that Mr. Mancl requested clarification with regards to Page 3, 6. a. Full Access and Cooperation – and that the condition of Access Agreement dated August 27, 2014 is correct. All ayes. Motion carried unanimously.

DIPLOMAS

Moved by Mr. Mancl, seconded by Ms. Pothast to approve the Curriculum and Instruction Committee's recommendation to award high school diplomas to Khue Xiong, North High School class of 2016 and Mai Nyia Thao, South High School class of 2016. All ayes. Motion carried unanimously.

Moved by Mr. Mancl, seconded by Ms. Pothast to approve the Curriculum and Instruction Committee's recommendation to award GED Option 2 diplomas to Cameron Baldwin, Cole Davis, Aleah Dvorak, Brionna Green, Cody Greyn, Amber Hornes, Besnik Jonuzi and Elijah Laganowski, class of 2017. All ayes. Motion carried unanimously.

STUDENT REPRESENTATIVES

Mr. Nestler-Johnson, Warriner High School student representative reported that currently they have a great deal of testing that is happening and that they had a very successful parent information night with students coming in from multiple districts.

Mr. Nennig, Central High School student representative reported the enrollment at Central High School has increased by 15 percent to 230 students. He spoke about the night school program which has approximately 150 students enrolled which is designed to help fifth year seniors and other struggling students with credit recovery.

Ms. Staats, IDEAS Academy student representative reported that their portable shelter received a nomination for a team volunteer award and that IDEAS Academy had another successful exhibition of learning. Staff and students are deeply saddened by the passing of a student and requested a moment of silence. She added that students would like to have more support to meet the needs of all students and not just during a time of student loss. Ms. Pothast thanked her for bringing the concern forward and that there will be continued discussions in the future to put more emphasis on mental health.

COMMUNITY INPUT

There was no community input.

SUPERINTENDENT'S REPORT

Dr. Sheehan provided his report which included the Chamber Gala. Red Raider Manufacturing project was awarded the Working Together Award for its partnership with local businesses and area schools. He talked about the School Arts magazine, a nationally published magazine that Wilson Elementary School art teacher Brian Sommersberger and music teacher Jennie Andreassen along with their fourth grade students were featured. Lastly, he congratulated Judi Smith, Coordinator of School Nutrition for successfully completing the requisite training hours required to receive the GOALS Certificate of Excellence Director level.

MISCELLANEOUS

A. Long-Range (5-Year) Plan Quarterly Review

Dr. Sheehan and the Executive Management Team provided an update on the quarterly review of the Strategic (Long-Range) Plan. Dr. Sheehan provided a brief review of how the long-range plan came to be and talked about Academic Career Planning and the importance of it for each student. Mr. Konrath provided a review of Goal 1/Objective 1 and that administration should have the ACT results sometime in July to begin reviewing the data. Dr. Sheehan talked about the Academic Career Planning Coordinator position and that the school board will receive information regarding this new position in the future. Mr. Boehlke provided a review of Goal 2/Objective 1 which involves wellness and how the District can continue to improve and/or expand (the clinic) for example. Ms. Holschbach provided a review of Goal 2/Objective 7 and how principals will have more autonomy with the staffing model. She is trying to develop post-secondary relationships and is speaking at colleges. Mr. Gallianetti commented that the end dates for the activities are mostly the end of this year so he would like to know the evolution of the plan. Dr. Sheehan commented that any suggestions board members have regarding the long-range plan should be forwarded to his office.

B. 2017-2018 Enrollment Projections

Mr. Konrath provided enrollment projections for the 2017-18 school year which includes 10,306 students which is about 12 less students and that he typically works on three-year averages. Last year the District received approximately 1,200 inter-district transfer forms and currently has about 900 forms which is a big part of our District. Dr. Hein asked that if we are a district of choice why are the enrollment numbers going down and Mr. Konrath responded that open-enrollment number have not come in yet. She asked about Longfellow Elementary School and the number of students they are down as well as North and South numbers and Dr. Sheehan replied that there are some geographical situations where students are choosing to go to Urban Middle School and then North High School. Ms. Pothast commented that the District cannot always accommodate students who choice to the school they want and this information is also shared as part of the Third Friday Report. Mr. Gallianetti commented that if South High School enrollment numbers continue to decline will it become necessary to have future school board discussions as to how to handle – slipping in division, reviewing boundaries, among other issues.

C. Resolution for the Designation of the Wisconsin National Oceanic and Atmospheric Administration (NOAA) National Marine Sanctuary

Moved by Mr. Madden, seconded by Ms. Pothast to approve a resolution of support for the designation of the Wisconsin NOAA Marine Sanctuary. All ayes. Motion carried unanimously.

D. Adoption (second reading) of New Board of Education Policy 1400.01 – Superintendent Job Description

Moved by Mr. Mancl, seconded by Dr. Hein to approve the adoption (second reading) of new Board of Education Policy 1400.01 – Administration; Superintendent Job Description. All ayes. Motion carried unanimously.

E. Adoption (second reading) of Revised Board of Education Policy 3120 – Employment of Professional Staff

Moved by Mr. Mancl, seconded by Dr. Hein to approve the adoption (second reading) of revised Board of Education Policy 3120 – Professional Staff; Employment of Professional Staff. All ayes. Motion carried unanimously.

F. Adoption (second reading) of Revised Board of Education Policy 3122.01 – Drug-Free Workplace (Professional Staff)

Moved by Mr. Mancl, seconded by Dr. Hein to approve the adoption (second reading) of revised Board of Education Policy 3122.01 – Professional Staff; Drug-Free Workplace. All ayes. Motion carried unanimously.

G. Adoption (second reading) of Revised Board of Education Policy 3170.01 – Employee Assistance Program (EAP) (Professional Staff)

Moved by Mr. Mancl, seconded by Dr. Hein to approve the adoption (second reading) of revised Board of Education Policy 3170.01 – Professional Staff; Employee Assistance Program (EAP). All ayes. Motion carried unanimously.

H. Adoption (second reading) of Revised Board of Education Policy 4122.01 – Drug-Free Workplace (Support Staff)

Moved by Mr. Mancl, seconded by Dr. Hein to approve the adoption (second reading) of revised Board of Education Policy 4122.01 – Support Staff; Drug-Free Workplace. All ayes. Motion carried unanimously.

I. Adoption (second reading) of Revised Board of Education Policy 4170.01 – Employee Assistance Program (EAP) (Support Staff)

Moved by Mr. Mancl, seconded by Dr. Hein to approve the adoption (second reading) of revised Board of Education Policy 4170.01 – Support Staff; Employee Assistance Program (EAP). All ayes. Motion carried unanimously.

REPORT OF COMMITTEES

A. CURRICULUM & INSTRUCTION COMMITTEE

1. Diplomas (See above)

From the committee meeting:

Moved by Ms. Martin, seconded by Mr. Madden to award diplomas to Khue Xiong, North High School class of 2016 and Mai Nya Thao, South High School class of 2016. All ayes. Motion carried unanimously.

2. Early Graduation Diplomas (See above)

From the committee meeting:

Moved by Mr. Madden, seconded by Ms. Martin to approve North and South High School administration's recommendation to award high school diplomas to Cameron Baldwin, Cole Davis, Aleah Dvorak, Brionna Green, Cody Greyn, Amber Hornes, Besnik Jonuzi and Elijah Laganowski, class of 2017. All ayes. Motion carried unanimously.

Mr. Harvatine reported that all students were granted an age-waiver through the GED Option 2 Program from the Wisconsin Department of Public Instruction (DPI).

3. Foster Grandparent Program

Mr. Harvatine introduced Ms. Horneck who provided a brief history of the Foster Grandparent Program. Dr. Sheehan commented that Ms. Horneck has worked diligently to keep the program to the same extent despite the State relinquishment. Ms. Horneck reported that in July, 2016 she received notification that due to a state administrative rule sub-contracting of the federal grant was not allowed. The District applied for a grant which would help to run the program on our own; however, that was unsuccessful. Through discussions with the grandparents they wanted to continue the program so funds were raised to at least offer a daily meal, mileage reimbursement and minimal monetary support. Effective July 1, 2017 the program will continue in a different format with \$27,000 budgeted (\$15,000 from the SASD and \$12,000 raised through fundraising, PTOs, and grants). Ms. Horneck added that removing the federal government out of the program reduces administrative costs from \$75,000 to \$6,300. The goal is to maintain 20 volunteers and currently there are 26 grandparents serving in nine elementary schools with four on a waiting list to join the program.

4. Achievement Gap Reduction Goal Update

From the committee meeting:

Mr. Harvatine provided an overview of the Achievement Gap Reduction (AGR) program which has replaced the Student Achievement Guarantee in Education (SAGE) program. He talked about the requirements, which includes a five-year contract with the Department of Public Instruction (DPI) for each school (Jefferson, Longfellow, and Sheridan Elementary Schools), implementation of strategies, annual reports to the DPI, and reports to the Board of Education at the end of every semester. He further reported that the schools focused on annual goals based on data

and growth rather than proficiency goals. Ms. Cvetan reviewed Sheridan’s mid-year progress in which all students are on target. She noted that this is the first year they are using District math assessment so it will be their first year worth of data. Ms. Martin requested clarification on the mid-year target and how they are being identified as being “on target” if they have not met the overall goal. Mr. Harvatine clarified that “on target” means they have met more than half their goal mid-year. Ms. Martin has concerns that students who are not reaching the targeted goal at an early age will have difficulty improving or will never improve. She asked if students who are underperforming are being tracked and Mr. Pethan responded they are and often will be pulled from the classroom for additional assistance such as Response to Intervention (RTI). The student can move into a Tier 2 or 3 and never return to the classroom. Ms. Davis reported that Longfellow Elementary School students are on target in all areas. Mr. Pethan reported that at Jefferson Elementary School he has had an instructional coach for 1.5 years and that the goal is to close the achievement gaps. Mr. Harvatine noted that in June or July the Curriculum and Instruction Committee will receive a report for the end-of-year data. Mr. Mancl would like to know how the data coaches have impacted each school’s achievement as part of that report.

5. 4K Community Partnership Programs

From the committee meeting:

Mr. Harvatine provided an update on the current and future 4K community partnership programs that supplement the District’s 4K programs at the Early Learning Center, Lincoln-Erdman and Cleveland Elementary Schools. This option is allowed as part of state statutes and must follow the same guidelines as set forth by the Department of Public Instruction (DPI). Students enrolled are counted as SASD students and the District receives state aid at the same level of funding. Because these are school choice programs students are not eligible for transportation. Currently there are six students attending these partnership programs via open-enrollment. Mr. Harvatine reported that teachers/staff at the programs are employed by the community agency and are not district employees. Ms. Martin asked if the cost is the same for each organization and Mr. Harvatine responded roughly \$2500 is the cost. Mr. Madden asked what the purpose of the programs is and Mr. Harvatine stated that they allow more parent choice and better aligns with our 4K programs. He further commented that administration has never had to intervene with any of the programs and that Maywood is interested in an environmental-based 4K program. Mr. Mancl asked if the programs run through the summer and Mr. Harvatine commented they do not and it is not an option through the DPI.

6. Weighted Grade Review Committee

Moved by Mr. Mancl, seconded by Ms. Pothast to approve the Curriculum and Instruction Committee’s recommendation of appointments to the Weighted Grade Review Committee. All ayes. Motion carried unanimously.

From the committee meeting:

Moved by Mr. Madden, seconded by Ms. Martin to approve administration’s recommendation of appointments to the Weighted Grade Review Committee. All ayes. Motion carried unanimously.

Mr. Harvatine reported there are some challenges associated with the implementation of Policy 5421 – Grading and as a result the process needs to be reviewed. The policy requires that the Weighted Grade Review Committee be approved by the Board of Education and it is likely this discussion will involve class rank as well. Ms. Martin asked whether an advisor of National Honor Society was on the committee and Mr. Harvatine responded that there was not; however, both counselors from North and South High Schools are on the committee to cover those areas of which they work regularly with.

B. HUMAN RESOURCES COMMITTEE

Moved by Mr. Mancl, seconded by Dr. Hein to approve the Human Resource Committee’s recommendation to approve agenda items #1, #3 and #4. All ayes. Motion carried unanimously.

1. Appointments

From the committee meeting:

Moved by Dr. Hein, seconded by Mr. Gallianetti to confirm the following appointments. All ayes. Motion carried unanimously.

TEACHER

Shelby Keel Sharon, WI	Cross Categorical Farnsworth	UW-Whitewater No experience	Bachelor’s Degree \$19,361.71 (prorated)
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Ms. Keel has been hired for the 2016-2017 school year as a Cross Categorical Teacher at Farnsworth Middle School. She received her degree from the University of Wisconsin-Whitewater in December 2016. She is certified in Special Education, ages 6-13. She was the only candidate interviewed.

EDUCATIONAL ASSISTANTS

Heidi Duke	Pigeon River	January 17, 2017	\$11.50 per hour
Ashley Gerk*	Early Learning Center	January 30, 2017	\$11.50 per hour
Andrea Haefke	Grant	January 24, 2017	\$11.50 per hour
Emily Leitheiser	Grant	January 20, 2017	\$11.50 per hour
Kimberly Rowley	Farnsworth	January 9, 2017	\$11.50 per hour
Tamara Rueger	Tower Academy	January 17, 2017	\$17.70 per hour
Jessica Vogel	South	February 1, 2017	\$11.50 per hour

ELECTRONICS TECHNICIAN

Edward Lagore	Information Technology	January 2, 2017	\$19.95 per hour
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NOON SUPERVISOR

Sandra Keslin	Lincoln-Erdman	January 23, 2017	\$7.47 per hour
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PAYROLL SPECIALIST

Felicia Thiel	Payroll Specialist	January 30, 2017	\$21.46 per hour
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SECRETARY

Shannon Ognacevic	PEP Grant–Pupil Services	January 23, 2017	\$20.22 per hour
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STUDENT LIFEGUARD

Amya Steger*	North	January 23, 2017	\$7.25 per hour
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SUBSTITUTE CUSTODIANS

Jesse Fleming
Miguel Pino

SUBSTITUTE EDUCATIONAL ASSISTANTS

Ann Gappmayer
Mai Ying Yang

SUBSTITUTE FOOD SERVERS

Lori Nielson
Kimberly Schachel
Ashley Wagner

SUBSTITUTE TEACHER

John Totz Degreeed, Non-Certified Substitute

EXTRA PAY FOR EXTRA SERVICE (COACH/ADVISOR)

South

Derek Loomans**	External Candidate	Head Baseball Coach	\$3,771.00
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RECREATION DEPARTMENT

Stephen Yang**	Rec Basketball/ Scorekeeper	1/4/2016	\$9.00
Wilker Landaeta**	Rec. Basketball/ Scorekeeper	1/4/2016	\$9.00
Nicholas Bichler**	Rec. Basketball/ Scorekeeper	1/4/2016	\$9.00
Noah Bartlet**	Rec. Basketball/Scorekeeper	1/4/2016	\$9.00

*Relative of SASD employee

**Not a SASD employee

2. Resignations

From the committee meeting:

The following resignations have been granted:

Carrie Arenz	Secretary	Recreation Department	January 31, 2017
Pamela Block	Payroll Specialist	Business Services	January 13, 2017
Brenda Boehlke	Teacher	L.W.O.C. 2016-2017	January 25, 2017
Laurin Davis	Educational Assistant	ESAA	January 2, 2017
Ralph Dekker	Educational Assistant	North	January 19, 2017
Laurel Gartman-Meerdink	Substitute Food Server	School Nutrition	January 24, 2017
Barbara Hanson	Payroll Specialist	Business Services	February 3, 2017
Lori Jochimsen	Educational Assistant	South	January 31, 2017
Sharon Jordan	Teacher	Central	June 9, 2017
Rosaria Montez-Thiel	Substitute Teacher	N/A	January 10, 2017
Jane Ollila	Sub. Food Server	Wilson	January 30, 2017
Jerry Pabon	Custodian	Jefferson	January 9, 2017
Judith Reinemann	Noon Supervisor	Jefferson	February 2, 2017
Helen Ruppel	Teacher	Grant	June 9, 2017
Amy Teunissen	Assistant Boys Track Coach	North	January 25, 2017
Debra Trcka	Teacher	North	June 9, 2017

3. Leaves of Absences

From the committee meeting:

Moved by Mr. Gallianetti, seconded by Mr. Samet to approve the following requests for personal leaves of absence without compensation. All ayes. Motion carried unanimously.

Corey Andreasen	Teacher	North	2017-2018 School Year
Jennie Andreasen	Teacher	Wilson	2017-2018 School Year
Amy Bennett	Teacher	Urban	2017-2018 School Year

4. Retirements

From the committee meeting:

Moved by Mr. Samet, seconded by Mr. Gallianetti to approve the following requests to retire and the employees be recognized for their years of service per board policy. All ayes. Motion carried unanimously.

Gwyn Antoine	Teacher	Lincoln-Erdman	27.52 years of service
Nancy Baalke	Teacher	North	18.7 years of service
Ruth Bartzan	Teacher	Urban	29 years of service
Jamie Berlin	Teacher	South	30 years of service
Carol Gilson	Teacher	Grant	18 years of service
Susan Hildebrand	Teacher	Grant	23 years of service
Deborah Pilz	Teacher	Urban	25 years of service
Roxanne Reedyk	Teacher	Central	23 years of service
Paul Wagner	Teacher	South	36.5 years of service

C. FACILITIES/RECREATION/THEATRE COMMITTEE

1. Referendum Projects Construction Schedule

From the committee meeting:

Mr. Albright provided an overview of the preliminary schedule for the upcoming referendum-funded construction projects. He is trying to spread out the projects as contractors in and outside of the community are very busy. With regards to the district-wide safety/security they will be reviewing some different security options. Mr. Madden asked if the parking lot area at Pigeon River Elementary School will change as a result of the construction and Mr. Albright responded that yes, it would. Mr. Albright will continue to provide updates to the committee.

2. Tabulation of Bids – North and South High Schools and Longfellow Elementary School Roofing

Moved by Mr. Burg, seconded by Ms. Martin to approve the Facilities/Recreation/Theatre Committee's recommendation to enter into contract with Pioneer Roofing of Johnson Creek, WI in the amount of \$148,961 for roof replacement at North High School. All ayes. Motion carried unanimously.

Moved by Mr. Burg, seconded by Ms. Martin to approve the Facilities/Recreation/Theatre Committee's recommendation to enter into contract with FJA Christensen Roofing Company of Milwaukee, WI in the amount of \$168,284 for roof replacements at South High School and Longfellow Elementary School. All ayes. Motion carried unanimously.

Moved by Mr. Burg, seconded by Mr. Madden to approve the Facilities/Recreation/Theatre Committee's recommendation to enter into contract with Roofers Mart of Wauwatosa, WI in the amount of \$159,460 for roofing materials for each project. All ayes. Motion carried unanimously.

From the committee meeting:

Moved by Ms. Martin, seconded by Mr. Madden to approve administration's recommendation to enter into contract with Pioneer Roofing of Johnson Creek, WI, in the amount of \$148,961 for roof replacements at North High School and FJA Christensen Roofing Company of Milwaukee, WI in the amount of \$168,284 for roof replacements at South High School and Longfellow Elementary School. All ayes. Motion carried unanimously.

Moved by Mr. Madden, seconded by Ms. Martin to approve administration's recommendation to enter into contract with Roofers Mart of Wauwatosa, WI in the amount of \$159,460 for roofing materials for each project. All ayes. Motion carried unanimously.

3. Sheboygan Theatre Company's Financial Report

Moved by Mr. Burg, seconded by Ms. Martin to approve the Facilities/Recreation/Theatre Committee's recommendation to accept the Sheboygan Theatre Company's financial report for the period of December 1-31, 2016. All ayes. Motion carried unanimously.

From the committee meeting:

Moved by Ms. Martin, seconded by Mr. Burg to accept the Sheboygan Theatre Company's financial report for the period of December 1-31, 2016. All ayes. Motion carried unanimously.

Mr. Koehler commented that they are hoping to close the financial gap with a five show season and have been working towards a \$0 balanced budget. Mr. Burg asked that Mr. Tom Berger, Managing Director of the Sheboygan Theatre Company attend the April 11, 2017 Facilities/Recreation/Theatre Committee meeting to provide an update.

4. Community Recreation Department Financial Reports

Moved by Mr. Burg, seconded by Mr. Madden to approve the Facilities/Recreation/Theatre Committee's recommendation to accept the Community Recreation Department financial reports for the period of November 1-30 and December 1-31, 2016. All ayes. Motion carried unanimously.

From the committee meeting:

Moved by Ms. Martin, seconded by Mr. Madden to accept the Community Recreation Department Financial Reports for the period of November 1-30 and December 1-31, 2016. All ayes. Motion carried unanimously.

Mr. Koehler announced that Mr. Kirt Graves has been hired as the secretary in the Community Recreation Department.

5. Facility Permit Report

From the committee meeting:

Mr. Koehler presented the Facility Permit Report for the period of January 1-31, 2016 for information and commented that he updated the look of the report which also includes renaming the report as the Facility Financial Rental Permit Report.

D. FINANCE & BUDGET COMMITTEE

Moved by Mr. Samet, seconded by Dr. Hein to approve the Finance and Budget Committee’s recommendation to approve agenda items #1, #2 and #3. All ayes. Motion carried unanimously.

1. Fund 41 Capital Projects

From the committee meeting:

Moved by Mr. Burg, seconded by Dr. Hein to approve Fund 41 Capital Projects for audit. All ayes. Motion carried unanimously.

	Capital Projects Appropriation	Interest Earned To Date	Expenses To Date	Under Appropriation
CAP IMPROV PRIOR YEARS	4,453,675.89		3,443,719.05	1,009,956.84
CAPITAL IMPROVEMENTS 2016-17				
Asbestos	35,000.00		8,151.25	26,848.75
Assessments	70,000.00		0.00	70,000.00
Auditoriums	10,000.00		0.00	10,000.00
Blacktop	90,000.00		0.00	90,000.00
Bleachers	10,000.00		0.00	10,000.00
Door Hardware	43,000.00		0.00	43,000.00
Electrical	15,000.00		0.00	15,000.00
Facilities Upgrades	280,000.00		0.00	280,000.00
Fence	20,000.00		0.00	20,000.00
HVAC	37,000.00		0.00	37,000.00
Lighting Upgrades	12,000.00		0.00	12,000.00
Plumbing	20,000.00		0.00	20,000.00
Roofs	400,000.00		0.00	400,000.00
Building Envelopes	60,000.00		0.00	60,000.00
	1,102,000.00		8,151.25	1,093,848.75
Total Fund 41	5,555,675.89	100,262.52	3,451,870.30	2,204,068.11

2. Statement of Cash Flow

From the committee meeting:

Moved by Dr. Hein, seconded by Mr. Burg to approve the Statement of Cash Flow through December 2016. All ayes. Motion carried unanimously.

Mr. Boehlke noted that the adjusted cash balance shows \$8 million more than last year which is due to receiving \$10 million in referendum monies. If those funds were not included the cash balance would be \$2 million behind last year. Part of this is due to the \$1.5 million increase in healthcare expenses compared to last year at this time.

3. Revenues and Expenditures Reports

From the committee meeting:

Moved by Dr. Hein, seconded by Mr. Gallianetti to approve the Revenue & Expenditures reports through December 2016. All ayes. Motion carried unanimously.

4. Budget Revisions and Transfers of Appropriations

From the committee meeting:

Mr. Boehlke noted that action cannot be taken on this item as it is marked as “information”. The budget revisions and transfers of appropriations through December 2016 will be included on the March agenda.

GENERAL FUND (FUND 10)	Revised Budget 11/30/16	Revised Budget 12/31/2016	Budget Increase (Decrease)
REVENUES			
100 Transfers-in	0.00	0.00	0.00
Local Sources			
210 Taxes	28,132,505.00	28,132,505.00	0.00
260 Non-Capital Sales	275,710.00	277,255.00	1,545.00
270 School Activity Income	80,800.00	80,800.00	0.00
280 Interest on Investments	60,800.00	60,800.00	0.00
290 Other Revenue, Local Sources	300,144.00	425,220.25	125,076.25
Subtotal Local Sources	28,849,959.00	28,976,580.25	126,621.25
Other School Districts Within Wisconsin			
340 Payments for Services	2,147,927.00	2,147,927.00	0.00
State Sources			
610 State Aid -- Categorical	799,543.00	799,543.00	0.00
620 State Aid -- General	75,910,779.00	75,910,779.00	0.00
630 DPI Special Project Grants	68,360.00	68,360.00	0.00
640 Payments for Services	75,000.00	75,000.00	0.00
650 Student Achievement Guarantee in Education	1,772,383.67	1,772,383.67	0.00
660 Other State Revenue Through Local Units	20,000.00	20,000.00	0.00
690 Other Revenue	2,783,290.00	2,783,290.00	0.00
Subtotal State Sources	81,429,355.67	81,429,355.67	0.00
Federal Sources			
710 Transit of Aids	86,434.00	86,434.00	0.00
730 DPI Special Project Grants	1,133,370.00	1,178,215.01	44,845.01
750 IASA Grants	2,284,945.00	2,298,945.00	14,000.00
780 Other Federal Revenue Through State	0.00	0.00	0.00
790 Other Revenue from Federal Sources	111,906.00	111,906.00	0.00
Subtotal Federal Sources	3,616,655.00	3,675,500.01	58,845.01
Other Financing Sources			
860 Compensation, Fixed Assets	0.00	0.00	0.00
Other Revenues			
960 Adjustments	10,000.00	10,000.00	0.00
970 Refund of Disbursement	150,000.00	150,000.00	0.00
990 Miscellaneous	458,674.00	458,674.00	0.00
Subtotal Other Revenues	618,674.00	618,674.00	0.00
TOTAL REVENUES	116,662,570.67	116,848,036.93	185,466.26

	Revised Budget 11/30/16	Revised Budget 12/31/16	Budget Increase (Decrease)
EXPENDITURES			
Instruction			
110 000 Undifferentiated Curriculum	24,108,326.74	24,128,089.78	19,763.04
120 000 Regular Curriculum	29,192,454.90	29,203,066.22	10,611.32
130 000 Vocational Curriculum	2,650,875.89	2,651,776.89	901.00
140 000 Physical Curriculum	2,777,775.06	2,785,601.06	7,826.00

160 000 Co-Curricular Activities	1,051,871.00	1,055,155.00	3,284.00
170 000 Other Special Needs	435,189.90	430,189.90	-5,000.00
Subtotal Instruction	60,216,493.49	60,253,878.85	37,385.36
Support Sources			
210 000 Pupil Services	5,369,117.58	5,373,309.58	4,192.00
220 000 Instructional Staff Services	3,238,296.64	3,333,686.87	95,390.23
230 000 General Administration	1,994,364.06	2,007,826.06	13,462.00
240 000 School Building Administration	7,494,442.90	7,454,016.90	-40,426.00
250 000 Business Administration	14,007,119.75	14,078,463.75	71,344.00
260 000 Central Services	4,668,559.46	4,753,206.51	84,647.05
270 000 Insurance & Judgments	947,162.00	947,162.00	0.00
280 000 Debt Services	0.00	0.00	0.00
290 000 Other Support Services	21,942.24	21,942.24	0.00
Subtotal Support Sources	37,741,004.63	37,969,613.91	228,609.28
Non-Program Transactions			
410 000 Inter-fund Transfers	13,610,680.00	13,630,480.50	19,800.50
430 000 Instructional Service Payments	8,638,211.00	8,638,211.00	0.00
490 000 Other Non-Program Transactions	0.00	0.00	0.00
Subtotal Non-Program Transactions	22,248,891.00	22,268,691.50	19,800.50
TOTAL EXPENDITURES	120,206,389.12	120,492,184.26	285,795.14

SPECIAL EDUCATION (FUND 27)	Revised Budget 11/30/16	Revised Budget 12-31-16	Change in Budget
TOTAL REVENUES	20,126,115.00	20,145,915.50	19,800.50
100 000 Instruction	16,964,652.73	16,967,112.73	2,460.00
200 000 Support Services	3,064,136.27	3,081,476.77	17,340.50
400 000 Non-Program Transactions	97,326.00	97,326.00	0.00
TOTAL EXPENDITURES	20,126,115.00	20,145,915.50	19,800.50

5. 2015-16 Audit

Mr. Boehlke provided a brief review of the audit and noted that grant documents will need to be improved due to new requirements. The District will receive assistance from Schenck to receive those procedures. The District added to the fund balance and was complimented as this is a key part of having a healthy fund balance. We have also done a good job at minimizing our OPEB liability with the Health Risk Assessments accounts rather than keeping employees on insurance after they retire.

From the committee meeting:

Mr. Grunewald reported the delay of the audit was due to the Wisconsin Retirement System's delay in releasing the required GASB pension data which became available on December 2 and additionally that data was revised in early January by the Wisconsin Retirement System. He further highlighted that all the school districts in the State dealt with this situation. The summary of the audit results consists of three reports, first that the financial statements are correct, accurate and complete, second is the internal control structure over financial reporting that noted Finding 2015-001 – Preparation of Annual Financial Report. This is more of a communication requirement noting that the District contracts with Schenck for assistance in the preparation of annual financial reports as many districts do. Third, is to report on federal and state programs for compliance components - one of which is allowable costs associated with grants. He spoke about Finding 2016-001 – Uniform Grant Guidance Implementation. There were selected samples of costs and tests to determine allowable costs and the auditors have no concerns. Mr. Grunewald noted the finding is listed because of the new standards and guidance released in December 2014, which puts greater emphasis on power (who has control of the grant funds) and additional documentation of why costs are listed. He added that Ms. Baackes is in the process of refining the grant management policies/procedures. He reviewed the general fund balance 2015 versus 2016 in which the balance did increase and included the \$500,000 transfer to fund 46. As of June 30, 2016 the

total general fund balance was \$35,298,181 with the unassigned fund balance at 22 percent. Mr. Boehlke reminded the committee that in November the Board approved adjustments as to the unassigned designations putting the unassigned fund balance at 19 percent. Mr. Grunewald noted the overall trend is positive from his perspective regarding the growth and consistency. Mr. Grunewald spoke about the ‘other post-employment benefits’ and that it is calculated by an outside actuarial study and the actuarial accrued liability continues to decrease. Mr. Gallianetti asked how often the actuarial study is done and if it is a requirement and Mr. Boehlke responded it is statutory. He added that there are new rules for GASB 45 which will require the involvement from actuary yearly. Previously the actuarial study was required every two years. Mr. Grunewald noted the Fund 73 Benefit Trust balance has increased as well.

6. Introduction (First Reading) of Revised Board of Education Policy 6320 – Purchasing

Moved by Ms. Samet, seconded by Mr. Mancl to approve the Finance and Budget Committee’s recommendation to approve the introduction (first reading) of revised Board of Education Policy 6320 – Finances; Purchasing. All ayes. Motion carried unanimously.

Mr. Boehlke commented that language was added to define purchasing amounts that would require board approval. In addition we want to make sure that items needing approval go to the appropriate committee. Ms. Martin asked why the \$75,000 and Mr. Boehlke noted that amount was selected so administration did not have to come to the Board for all purchases but rather significant purchases.

From the committee meeting:

Moved by Mr. Burg, seconded by Mr. Gallianetti to approve the introduction (first reading) of the following revised Board of Education Policy 6320 – Finances; Purchasing. All ayes. Motion carried unanimously.

Mr. Boehlke reviewed the policy revisions noting that the revisions to the policy clarify when items need to be approved by the Board of Education.

7. Gifts

Moved by Mr. Samet, seconded by Ms. Martin to approve the Finance and Budget Committee’s recommendation to accept all gifts approving those \$2500 and greater. All ayes. Motion carried unanimously.

From the committee meeting:

Moved by Dr. Hein, seconded by Mr. Burg to accept all gifts approving those \$2500 and greater. All ayes. Motion carried unanimously.

<u>Gift</u>	<u>Donor</u>	<u>Building/Program</u>	<u>Amount</u>
<u>For Information</u>			
Hats/gloves/scarves	St. Paul’s United Church of Christ	Grant	50.00
Monetary	Peter/Rebecca Tarnowski	NHS-Connect 4 Success	25.00
Monetary	Ed/Lisa Janairo	Pigeon River	250.00
Paper Cutter	David Kohl	Central High	500.00
Monetary	James Madison PTO	James Madison	2,075.00
<u>For Action</u>			
Monetary	Curt G. Joa, Inc.	Red Raider Mfg	16,667.00
Monetary	Plastics Engineering Company	2016/2017 Aviation Class	9,000.00
Monetary	Joseph/Evelyn Richardson Foundation	James Madison IDS Dept.	5,000.00
Monetary	Werner Homes	Red Raider Mfg	2,500.00
Monetary	Kohler Credit Union	SHS/Redwing PBIS Way	3,000.00
Monetary	Joe Van Horn Chevrolet	Red Raider Mfg	40,000.00

E. COMMITTEE OF THE WHOLE

1. Second Friday

From the committee meeting:

Mr. Konrath reported that the second Friday in January serves as a mid-year checkpoint for updating enrollment numbers with the State. He is pleased to note that we are up one student whereas last year we were down forty-four students. In summary, trends remain normal.

2. Superintendent Update

From the committee meeting:

President Reinthaler thanked Ms. Holschbach for her work with the Superintendent search and thanked Dr. Sheehan for his willingness to stay on an additional year. She requested that Ms. Holschbach and Dr. Sheehan begin to discuss next steps. She also asked school board members if they had any direction or input and Ms. Martin commented that she did not think the rubric and questions corresponded very well and would like to see a better correlation between the two. Ms. Reinthaler then asked school board members for their thoughts on her as school board president to provide her input to a specific candidate. Dr. Hein was not in support of sharing that information as those discussions had occurred in Closed Session. Ms. Martin was not comfortable with only talking with one candidate. Mr. Madden added that the primary responsibility should be held in private. Mr. Burg added that he does have mixed feelings about providing feedback; however, it is a fine line. Overall, the school board members were not in support of sharing any information with candidates. Ms. Reinthaler also addressed a comment being made within the community regarding the interview process and the Field of Dreams and stated there is neither such truth to the rumor nor any connection between the two.

F. SPECIAL BOARD COMMITTEES/ASSIGNMENTS

1. Legislative Breakfast – Mr. Samet provided an update from the February 20, 2017 meeting and noted that no one is counting on aid until there is a better understanding of it and how they plan to calculate it. He also talked about how some school boards look short-term rather than long-term financially and that view does not reflect on the calculation of aids to schools. Dr. Sheehan noted they also talked about transportation issues and the beginning of the school year. Discussion was also about cutting more University of Wisconsin tuition. Mr. Burg added that WASB is sponsoring their day at the Capitol on March 15, 2017.
2. Heritage School Council – Ms. Martin provided an update on the January 26, 2017 meeting and that the sign has been placed. Discussion occurred on putting together a proposed budget as well as increasing the term of members which will come in the form of a policy revision to the Curriculum and Instruction Committee. She also talked about the website for Heritage School and how to make it more user-friendly.
3. Human Growth and Development – Mr. Burg was unable to attend the meeting and asked school board members if after reviewing the minutes they had any specific questions he would have them addressed.
4. Sheboygan Public Education Foundation – Mr. Samet was unable to attend the meeting; however, he thanked Mr. Koehler for re-scheduling soccer events on the day of the Diploma Dash and also for advertising the event on their website.

COMMUNICATIONS

Communications received were noted.

FUTURE MEETING DATES

March 7, 2017 Special Session meeting at 6:00 p.m.; March 14, 2017 Committee meetings at 6:00 p.m.; March 28, 2017 Regular Board of Education meeting at 6:00 p.m.

ADJOURN

Moved by Mr. Mancl, seconded by Mr. Burg to adjourn at 7:20 p.m. to Closed Session per Wisconsin State Statutes Sec. 19.85 (1)(c) – To consider and take possible action regarding the annual performance evaluation of the Superintendent in accordance with Policy 1240 and discussion of potential Superintendent candidates. A roll call vote was taken and carried unanimously (Hein, Martin, Samet, Mancl, Gallianetti, Pothast, Burg, Madden)

Moved by Mr. Burg, seconded by Dr. Hein to reconvene at 9:12 p.m. to Open Session.

Moved by Ms. Pothast, seconded by Ms. Martin to adjourn at 9:13 p.m. All ayes. Motion carried unanimously.



Joseph M. Sheehan, Ph.D.
Secretary and Superintendent