

Office of the Superintendent  
SHEBOYGAN AREA SCHOOL DISTRICT  
Sheboygan, WI 53081

**BOARD OF EDUCATION  
SHEBOYGAN AREA SCHOOL DISTRICT  
Sheboygan, Wisconsin  
REGULAR MEETING MINUTES  
Tuesday, June 28, 2016**

The regular meeting of the Board of Education of the Sheboygan Area School District was held on Tuesday, the 28<sup>th</sup> day of June 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.

President Reinthaler called the meeting to order at 6:02 p.m.

President Reinthaler requested that everyone stand and join her in the Pledge of Allegiance.

Moved by Ms. Pothast, seconded by Dr. Hein to approve the agenda. All ayes. Motion carried unanimously.

Present: Mr. Larry Samet, Dr. Susan Hein, Mr. Mark Mancl, Ms. Jennifer Pothast, Mr. David Gallianetti, Ms. Marcia Reinthaler, Ms. Mary Beth Martin, Mr. Ryan Burg, Ms. Barbara Tuszynski

**APPROVAL OF MINUTES**

Moved by Mr. Mancl, seconded by Mr. Gallianetti to approve the minutes of the Regular Board of Education meeting of May 24, 2016. Motion carried 8-1 (Tuszynski – no).

Moved by Mr. Mancl, seconded by Mr. Samet to reconsider the vote. Motion carried 8-1 (Tuszynski – no).

Ms. Tuszynski commented that some of the minutes were not reflective of conversations in a committee meeting. She had discussed her concern with the recorder. Modifications were then done to the minutes; however, she still did not feel they were reflective of conversations that occurred.

**DIPLOMAS**

Moved by Ms. Pothast, seconded by Mr. Mancl to approve the Curriculum & Instruction Committee's recommendation to award high school diplomas to Xheni Corbaxhi, Central High School class of 2014, and Mileena Zamora, Central High School class of 2015. All ayes. Motion carried unanimously.

**COMMUNITY INPUT**

Debbie Desmoulin, 1704 North 35<sup>th</sup> Street, Sheboygan read a statement which explained why the Field of Dreams was created. She commented that it was financed by the community for the community and that there was no need for a surgery center, specifically if it was for Aurora. She added that neighbors are losing a park and that Aurora should build elsewhere.

**SUPERINTENDENT'S REPORT**

Dr. Sheehan provided his report to the school board and highlighted that there will be an Open Meeting Law Workshop on July 12<sup>th</sup> at the Mead Public Library. He visited South High School with the Wisconsin Workforce Development group to talk about Red Raider Manufacturing. The District is being viewed as a pioneer in this area and he expects there will be more speaking engagements.

## MISCELLANEOUS

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

Administration provided a quarterly update on the long-range plan. The color-coded reports provide a quick review of the status of various activities taking place under the strategic plan. Dr. Sheehan thanked the Executive Management Team for their hard work with the long-range plan.

### B. 2016-2017 Revised Nutritional Services Meal Prices

Moved by Ms. Martin, seconded by Mr. Burg to approve administration's recommendation that the 2016-2017 revised nutritional services meal prices would include no charges to those students that qualify for reduced meals. All ayes. Motion carried unanimously.

Mr. Boehlke explained the savings for the new meal prices regarding reduced plan instead of free plan. Mr. Mancl asked why this was not approved when they previously approved the other plan. Mr. Boehlke responded that Ms. Smith did not have all the final numbers and they wanted to make sure the district broke even. Families will still need to complete the meal application. Offering meals for free to students that qualify for reduced priced meals removes any financial barrier that these students may experience. This will allow more students to eat healthy school meals which will improve the students' health and help them focus on their studies. Ms. Martin questioned the five points of marketing the campaign and asked if they were ready to go and Mr. Boehlke responded they are ready to move forward with the campaign.

## REPORT OF COMMITTEES

### A. CURRICULUM & INSTRUCTION COMMITTEE

Moved by Ms. Pothast, seconded by Ms. Tuszynski to approve agenda items #4, and #6. All ayes. Motion carried unanimously.

#### 1. Diplomas

From the committee meeting:

Moved by Ms. Tuszynski, seconded by Ms. Martin to award high school diplomas to Xheni Corbaxhi, class of 2014 and Mileena Zamora, class of 2015. All ayes. Motion carried unanimously.

#### 2. Research Project Per Board of Education Policy 2416

From the committee meeting:

Ms. Ahrens provided an overview of her research project which will help to determine whether the Curriculum Companion Reading Framework improves informational text in grades 3, 4, and 5 using the Measure of Academic Progress testing results. Ms. Pothast requested that Ms. Ahrens report back to the committee upon completion of her research project.

#### 3. Report on District High School Graduation Dropout Rates

From the committee meeting:

Mr. Konrath reported on the graduation data for the class of 2015. The District four-year graduation rate is 91.5% which is a slight change from the previous year of 91.6%. Mr. Konrath commented that Central High School rates have taken a dip and he has spoken with Mr. Klein who will work to address the decline. Ms. Tuszynski asked if there was something that could have been done four years ago for Central High School and Mr. Konrath commented that when the legacy rate changed it became difficult because Central High School would take students who were deficient in credits which negatively impacts them. He noted they will follow the data more carefully. Mr. Harvatine added that wherever students end up they are counted against that school's graduation numbers. Mr. Mancl commented that he is not overly concerned about Central High School's numbers because they are a school of choice and there are specific reasons why students choose to go there. Mr. Konrath also noted that administration needs to be careful that they do not put too much pressure on Central High School in the event they would choose not to accept seniors.

#### 4. 2017 French Connection Fieldtrip

From the committee meeting:

Moved by Ms. Tuszynski, seconded by Mr. Mancl to approve administration's recommendation for North High School students to travel to Avignon, France from March 22-April 1, 2017. All ayes. Motion carried unanimously.

Mr. Harvatine reported that annually North High School comes forward with their plans for this fieldtrip which is to take place during spring break 2017. Students are responsible for the cost of the entire trip.

#### 5. Summer 2016 Professional Development

From the committee meeting:

Mr. Harvatine provided an update on the summer professional development opportunities for teachers, administrators and secretaries. Much of the professional development is a result of the transition to Skyward. All teachers who have opted for online training will do so in August.

#### 6. Adoption of Textbooks/Instructional Materials

From the committee meeting:

Moved by Ms. Tuszynski, seconded by Ms. Martin to adopt textbooks/instructional materials for the courses of 8<sup>th</sup> Grade Social Studies, 7<sup>th</sup> Grade Social Studies, and 4K-2<sup>nd</sup> Grade Handwriting. All ayes. Motion carried unanimously.

Mr. Harvatine reported that he and Mr. Brahan are working on a six-year textbook cycle so they can continue to purchase textbooks/instructional materials as needed. Teachers at the 6-8 grade level reviewed their curriculum and determined what their needs are. Grade 6 teachers determined that they did not have any current needs. Grade 7-8 teachers determined there was a need for updated student and teacher instructional materials. The grade level teachers 4K-2<sup>nd</sup> grade reviewed handwriting expectations and instructional support materials. It was determined there was a need to clarify grade level handwriting expectations for students and staff and that there would only be one handwriting instructional method. Ms. Tuszynski asked whether cursive is still being taught and Mr. Harvatine responded that it is; however, there was discussion many years ago about cursive being eliminated because there are so many different ways to teach it. Ms. Reinthaler asked how it is determined that the textbook monies are spent and Mr. Harvatine responded that they started putting in placeholders and also have spoken with individual departments to prioritize needs with the staff. He further commented that high school is where the real challenge is because of the large number of course offerings which often have their own textbooks.

#### 7. Introduction of a New Course

From the committee meeting:

Ms. Martin noted that students will write correctly and clearly in forms and styles appropriate for the field of journalism and marketing is part of the intended learning objectives of the course; however, there is no mention of that in the course content. Mr. Harvatine noted that the information provided in the course content scope and sequence is incorrect and that he will bring the corrected recommendation form back to the committee in July for approval. Ms. Tuszynski commented that she could see how students may misunderstand what the course is about and perhaps the course content should be more specific. Mr. Harvatine indicated that he would work with the team more closely on the course description and noted that the content will most likely change from year to year but the concept of social media is the intent.

#### 8. 2015-2016 District Bullying Report

From the committee meeting:

Mr. Harvatine provided a report on student bullying data for the 2015-16 school year and noted that he changed the format which allows to compare more easily the data at the elementary, middle and high school levels. He further reported that the number of documented incidences is down; however, the highest type of bullying is verbal. He will continue to work with the schools on the "no type recorded" because there should be no incidences being recorded without a reason. Classroom bullying is down even though it usually is the higher area because students spend the bulk of their time in the classroom. The positive take-aways from the report are that the total number of documented incidences of bullying has decreased and the number of cyber bullying incidences remains low. The recommendations will be to assure that staff are accurately identifying and recording the type of bullying for each incident including

office discipline referrals. Mr. Harvatine will continue to work with staff on implementing effective classroom management strategies as well. Ms. Martin asked about the cyberbullying being low and if that may be because students are not reporting it and Mr. Harvatine responded that most often students post something on social media off school. If staff are aware that a student is inappropriately using technology they take the appropriate action and work with the student and family so often it is a one-time behavior issue. Ms. Tuszynski finds it difficult to believe that we have only had 12 incidences of verbal bullying in the high schools. She would like to see better reporting and data as she does not feel this data is really of any value. Mr. Mancl commented that he likes the reporting and that the District is never going to achieve perfection as we have many challenges. He also noted that with the cyberbullying incidences it is more likely that those complaints are not being addressed in the schools as typically they are handled by the police. Ms. Martin appreciates that staff development will be provided over the summer with teachers so they can better identify bullying.

**B. HUMAN RESOURCES COMMITTEE**

Moved by Mr. Mancl, seconded by Dr. Hein to approve agenda items #1, #3, and #5. All ayes. Motion carried unanimously.

1. Appointments

From the committee meeting:

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

Mr. Gallianetti questioned how the rate of pay for the Technology Education positions with no experience were determined and Ms. Holschbach responded that their experience in technology education is considered. She added that one of the candidates owned their own carpentry/cabinetry business and had much technology experience and administration tried to equate that to years of experience, as that is how he will also get licensed and that is what was taken into account. Dr. Hein questioned if there is a standard template and Ms. Holschbach responded the teacher salary schedule and years of experience.

TEACHERS

Alyse Anderson Cedarburg, WI	Intellectual Disabilities Madison	Winona State 4 years of experience	Bachelor's Degree \$44,000.00
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Ms. Anderson has been hired for the 2016-2017 school year as an Intellectual Disabilities Teacher at Madison Elementary School. She received her degree from Winona State in May 2012. She is certified in Cognitive Disabilities, ages 6-21; Cross Categorical, ages 6-21; and Early Childhood Special Education, birth-age 8. She was one of two candidates interviewed.

James Burton Oostburg, WI	Cross Categorical North High	UW-Eau Claire 1 year of experience	Bachelor's Degree \$40,000.00
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Mr. Burton has been hired for the 2016-2017 school year as a Cross Categorical Teacher at North High School. He received his degree from the University of Wisconsin-Eau Claire in December 2014. He is certified in ages 6-21 in Cognitive Disabilities, Learning Disabilities, Emotional Behavioral Disabilities, and Cross Categorical. He was one of seven candidates interviewed.

Cole Frame Sheboygan, WI	Technology Education Farnsworth	Lakeshore Tech. College No experience	No formal degree \$40,000.00
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Mr. Frame has been hired for the 2016-2017 school year as a Technology Education Teacher at Farnsworth Middle School. Mr. Frame does not hold a teaching degree. He will be applying for an Experienced-Based Technology Education Pathway License/Certificate through the Department of Public Instruction. He was one of seven candidates interviewed.

Krista Knouff Springdale, AR	Cross Categorical South High	Wright State University 10 years of experience	Master's Degree \$54,000.00
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Ms. Knouff has been hired for the 2016-2017 school year as a Cross Categorical Teacher at South High School. She received her degree from Wright State University in December 2005. She is certified in PK-12, Cross Categorical and English-as-a-Second Language. She was one of four candidates interviewed.

Jason Peters Sheboygan, WI	E.B.D. Teacher Tower Academy	Cardinal Stritch 20 years of experience	Master's Degree \$64,000.00
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Mr. Peters has been hired for the 2016-2017 school year as an Emotional Behavioral Disabilities Teacher. He received his degree from Cardinal Stritch in June 2002. He is certified in Emotional Behavioral Disabilities, PK-12; Cross Categorical, ages 6-21; Principal, PK-12; and Director of Instruction, PK-12. He was one of two candidates interviewed.

Paige Riste Sheboygan, WI	First Grade Madison	UW-Oshkosh No experience	Bachelor's Degree \$40,000.00
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Ms. Riste has been hired for the 2016-2017 school year as a First Grade Teacher at Madison Elementary School. She received her degree from the UW-Oshkosh in June 2016. She is certified in Elementary Education, birth to age 11. She was one of ten candidates interviewed.

Theodore Schermetzler* Sheboygan, WI	Technology Education North High	Lakeland College No experience	No formal degree \$54,000.00
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Mr. Schermetzler has been hired for the 2016-2017 school year as a Technology Education (Construction) Teacher at North High School. Mr. Schermetzler does not hold a teaching degree. He will be applying for an Experienced-Based Technology Education Pathway License/Certificate through the Department of Public Instruction. He was one of seven candidates interviewed.

Lisa Willadsen Wausau, WI	Cross Categorical South High	Marian University 15 years of experience	Master's Degree \$59,000.00
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Ms. Willadsen has been hired for the 2016-2017 school year as a Cross Categorical Teacher at South High School. She received her degree from Marian University in August 2004. She is certified in Cross Categorical, ages 10-21; History, Political Science, Geography, Broad Field Social Studies, and Sociology, grades 6-12; and Principal and Director of Special Education and Pupil Services, PK-12. She was one of four candidates interviewed.

**BUILDING SUPERVISOR/FITNESS CENTER**

Jeffery Cole	Recreation Department	July 1, 2016	\$12.00 per hour
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**CUSTODIAN**

Bradley Haneman	North High	May 9, 2016	\$14.50 per hour
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**EDUCATIONAL ASSISTANT**

Cecilia Perez Aguirre	E.S.A.A.	May 13, 2016	\$11.50 per hour
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**NOON SUPERVISORS**

Marisol Alvarez	Grant	June 1, 2016	\$7.47 per hour
Heidi Duke	Pigeon River	May 12, 2016	\$7.47 per hour
Christine Eldridge	Wilson	May 26, 2016	\$7.47 per hour
Desiree Marver	Grant	May 12, 2016	\$7.47 per hour
Esperanza Ruiz	Grant	May 26, 2016	\$7.47 per hour
Rafael Urbina, Jr.*	Grant	May 26, 2016	\$7.47 per hour

**NUTRITIONAL SERVICES SUPERVISOR**

Amanda Giffin	Food Service	June 2, 2016	\$60,000.00 per year
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**PAYROLL SPECIALIST**

Barbara Hanson	Business Services	June 6, 2016	\$21.25 per hour
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**PHYSICAL EDUCATION INSTRUCTOR – EXTRA PROFESSIONAL**

Kristine Fritz	Early Learning Center	June 1, 2016	\$2,000 per year
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**SECRETARIES**

Heather Sasman	Urban	May 23, 2016	\$13.25 per hour
Rachel Vreeke	Pupil Services	June 20, 2016	\$13.85 per hour

SUBSTITUTE CUSTODIAN

Michael Murray      Facilities Services      May 5, 2016      \$12.00 per hour

SUBSTITUTE EDUCATIONAL ASSISTANTS

Heidi Duke  
Robert Guthrie  
Carol Lorenz  
Shamus Zenk\*

SUBSTITUTE NOON SUPERVISOR

Breanna Hess      Sheridan      May 11, 2016      \$7.47 per hour

SUBSTITUTE TEACHERS

Lindsay Brown      English, ages 10-21  
Ladonna Garbison      Elementary/Middle Level Education, grades K-6

SUMMER HELPERS

Mariah Bennin\*      Facilities Services      May 16, 2016      \$9.00 per hour  
Connie Clark      Facilities Services      June 13, 2016      \$9.00 per hour  
Justin Hodges      Facilities Services      May 23, 2016      \$9.00 per hour

EXTRA PAY FOR EXTRA SERVICE (COACH/ADVISOR)

South High

Richard Mathews      Internal Candidate - Feats n’ Follies Advisor      \$1,372.00

RECREATION DEPARTMENT

Jake Middlesteadt\*\*      Rec Dept/Maintenance      5/4/2016      \$9.00 per hour  
Asha Ritchie\*      Rec Dept/Maintenance      5/4/2016      \$9.00 per hour

\*Relative of SASD employee

\*\*Not a SASD employee

2. Resignations

From the committee meeting:

The following resignations have been granted:

Suzanne Buchanan	Teacher	Montessori	June 10, 2016
Jason Bull	Principal	North High	June 30, 2016
Jeffery Cole	After School Instructor	North High	June 9, 2016
Christopher Cox	Security Assistant	Tower Academy	May 26, 2016
Thomas Desotell	Coach	North High	May 9, 2016
Ashley Gauger	Teacher	E.S.A.A.	June 10, 2016
Anna Giese	Instructor	Recreation Department	July 20, 2016
Julia Glazunova	Noon Supervisor	Grant	May 5, 2016
Melissa House	Noon Supervisor	Grant	May 5, 2016
Sierra Joosse	Supervisor	Recreation Department	February 24, 2016
Kelly Konrath	Teacher	Central	June 30, 2016
Amy Leynse	Coach	South High	May 24, 2016
Patricia Pachniak	Educational Assistant	ELC	May 26, 2016
Dawn Peterson	Salad Bar Server	Pigeon River	May 19, 2016
Andrea Schmidt	Coach	North High	June 7, 2016
Libby Schmitz	Teacher	E.S.A.A./Mosaic	June 10, 2016
Jon Schrank	Advisor	South High	May 11, 2016
Nichole Stratton	Teacher	Mosaic	June 10, 2016
Brian Thielhelm	Teacher	North High	June 10, 2016
Erin Wood	Guidance Counselor	South High	June 10, 2016
Michael Zengler	HVAC Specialist	Facilities Services	July 5, 2016
Karen Zipperer	Teacher	Lincoln-Erdman	June 10, 2016

3. Leave of Absence

From the committee meeting:

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

Ia Yang	Educational Assistant	Longfellow	2016-2017 School Year
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4. Internal Administrative Transfers

From the committee meeting:

The following internal transfers for the 2016-2017 school year for administrative positions have been granted:

Jacqueline Iseler	Speech Therapist	Speech Pathologist, Special Education / Principal, Cleveland/Principal, Montessori
William Klein	Principal/Guidance Counselor, Cleveland Principal, Montessori	Principal, Central High

5. Retirements

From the committee meeting:

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

Joann Harrison	Educational Assistant	North High	15.98 years of service
Suzanne Speltz	Social Worker	North High	26 years of service
Barbara Wenig	Hearing Interpreter	Lincoln-Erdman	20 years of service

6. School Nutrition Department Reorganization

Moved by Mr. Mancl, seconded by Dr. Hein to approve the Human Resource Committee’s recommendation to approve the position changes and reorganization in the Nutritional Services Department. All ayes. Motion carried unanimously.

From the committee meeting:

Moved by Mr. Gallianetti, seconded by Dr. Hein to approve the position changes and reorganization in the Nutritional Services Department. All ayes. Motion carried unanimously.

Mr. Boehlke noted the executive summary gave an overview of the changes administration would like to implement in the Nutritional Services department. He highlighted one change is the combining of two positions, which are the current Operations Supervisor position and the School Nutrition Outreach Supervisor position to form a School Nutrition Supervisor position. Mr. Boehlke explained the long range goal is to have two main production kitchens (one each at North and South High Schools) instead of the current one kitchen in the Central Administration Building. Ms. Smith explained she has been working with the School Nutrition Advisory Team regarding the reorganization. She further explained the department does not have the budget or infrastructure to meet the needs of all that needs to be done at the Central location. She further added this is a standard model which is used throughout the state.

7. Proposed District Accountant Position

Moved by Mr. Mancl, seconded by Mr. Gallianetti to approve the Human Resource Committee’s recommendation to create a District Accountant position that would replace the current Financial Services Secretary position. All ayes. Motion carried unanimously.

From the committee meeting:

Moved by Mr. Samet, seconded by Mr. Gallianetti to approve the creation of a District Accountant position that would replace the current Financial Services Secretary position. All ayes. Motion carried unanimously.

Mr. Boehlke noted the proposed new position is a position that was eliminated several years ago for budget purposes and the auditors have expressed the importance of this position and encouraged that this position be implemented back into the Business Services Department. He further noted that the budget is now in place to add the position as the

Financial Services Secretary will be retiring in December and that position would change from a Financial Secretary position to a District Accountant position. This individual would have a degree related to accounting and assist with providing oversight to state and federal grants and monthly reconciliations of cash and investment accounts among other duties. Mr. Boehlke added that the current Financial Secretary will be out on medical leave and administration would like to hire the proposed position as soon as possible. The approximate two month overlap would be an estimated \$14,000 one-time budget cost; in which a one-time reduction to Business Services budget would be made to cover this cost. Mr. Mancl questioned the \$14,000 Business Services budget reduction and Mr. Boehlke explained there were some equipment replacements that were budgeted and the department determined those replacements could be put off for one year to afford the overlap.

8. Proposed Performance Increase for Non-Exempt Support Staff

Moved by Mr. Mancl, seconded by Dr. Hein to approve the Human Resource Committee's recommendation to implement a non-exempt support staff performance increase process July 1, 2016 with the first increase taking effect July 1, 2017. All ayes. Motion carried unanimously.

From the committee meeting:

Moved by Mr. Samet, seconded by Dr. Hein to approve administration's recommendation to implement a non-exempt support staff performance increase process July 1, 2016 with the first increase taking effect July 1, 2017. All ayes. Motion carried unanimously.

Ms. Holschbach provided an overview of the executive summary and explained that Goal 3, Objective 7 of the long-range plan is to create a non-exempt support staff longevity pay based on five years of successful evaluations. She further explained administration has met with Meet and Confer to determine the minimum requirements of needing to obtain a 2.4 to 2.8 rating. Non-exempt support staff are eligible for a performance increase of \$.25 per hour after five consecutive years with a performance evaluation rating of 2.8 or higher. If there is one year in that five year period an employee received a rating of 2.4 to 2.7 they will receive an additional year to reach the 2.8 or higher rating to be eligible for the performance increase. Ms. Holschbach highlighted that Meet and Confer and administration would like this to take place sooner than five years from now and recommend for this to be phased in based on years of service and employee groups beginning with those employees with 25 plus years as of July 1, 2016 to be eligible July 1, 2017. \$17,912 would be the approximate cost for the 2017-2018 budget and approximately \$18,000 would be budgeted from that point on as some groups are larger. This would apply to those non-exempt support staff that are not paid a salary but are paid an hourly salary.

9. SASD Employee Assistance Program (EAP) and Wellness Program

From the committee meeting:

Ms. Dreikosen provided an update on what took place within the SASD Employee Wellness Assistant Program during the 2015-2016 year. Ms. Dreikosen highlighted the hiring of Ms. Sarah Seifert, Assistant Wellness Coordinator/Health Coach, who has a marketing and wellness background and is also a Certified Group Exercise Instructor and personal trainer. A few other key points included: 98% of our eligible employees and spouses completed the four step process of the Health Risk Assessment (HRA), in which 88% achieved the maximum insurance premium discount in that they are paying 12 percent for insurance; spouses are being included as well and their points will now also count towards the premium. Ms. Dreikosen talked about tentative plans for 2016-2017 which include finishing the Well Worksite Healthy Sheboygan County 2020 and working with the Recreation Department to provide free memberships for employees who use fitness centers regularly.

**C. FACILITIES/RECREATION/THEATRE COMMITTEE**

1. North and South High Schools Red Raider Manufacturing Addition

From the committee meeting:

Mr. Albright provided an update on the work being completed at North and South High Schools and noted that the completion date of the projects is on schedule. All foundation has been poured at South and the dust collector was also relocated. The concrete floors at North have been poured and interior painting has been started. Ms. Reinthaler asked if there are any apprentice students working on the additions and Mr. Albright noted there was a student from North who had done some drafting.

2. Former Polar Ware Property/North 15<sup>th</sup> Street Improvement Project

Moved by Mr. Burg, seconded by Mr. Samet to approve the Facilities/Recreation/Theatre Committee's recommendation to exchange 5,875 square feet of the former Polar Ware property for roadway improvements with the City replacing the affected fence and installing new gates and a curb cut at North 15<sup>th</sup> Street and Grand Avenue. All ayes. Motion carried unanimously.

From the committee meeting:

Moved by Ms. Pothast, seconded by Ms. Martin to approve administration's recommendation to exchange 5,875 square feet of the former Polar Ware property for roadway improvements with the City replacing the affected fence and installing new gates and a curb cut at North 15<sup>th</sup> Street and Grand Avenue. All ayes. Motion carried unanimously.

Mr. Albright talked about the changes to the former Polar Ware property and the issue they are running into is that the sidewalk is coming right up to people's houses and it was not designed for that. The sidewalks will be placed on the west side of the street with the work planned for next year. Eventually it is a possibility there may be more walking neighborhoods to Pigeon River Elementary School as well as kids riding their bikes to Urban Middle School. Mr. Burg noted that there is no cost to this improvement project and Dr. Sheehan added that the District will continue to work more closely with the city and county on other projects.

3. Middle School/High School and Adult Programs Update

From the committee meeting:

Mr. Koehler introduced Mr. Brooks who has been with the Recreation Department for 18 years. Mr. Brooks highlighted his experience and qualifications and thanked the school board for allowing administrators to continue their education as he completes his MBA in December from Lakeland College. Mr. Brooks talked about the various programs they offer such as baseball, tennis and a drop-in volleyball clinic. He did comment that participation at the middle school level is lower likely a result of lack of transportation for the after school events. They see high participation numbers for their drop-in volleyball and basketball programs. He noted that they are always willing to try something new and give different opportunities a try provided they have the staff to teach it, and can continue to offer the program at a reasonable cost. Ms. Pothast commented that she is continuously impressed with all the programs the Recreation Department offers.

4. Sheboygan Theatre Company Season Updates

From the committee meeting:

Mr. Tom Berger reported that the Sheboygan Theatre Company just finished its 82<sup>nd</sup> main stage season and finished well. June 23, 2016 begins their fundraising concert through the seasons where a song from every year the STC has been in operation will be performed. June 29, 2016 is the year-end picnic and convocation which is an opportunity for all involved in the STC to come and talk and idea share. The last show at Paradigm will be on June 30, 2016. Mr. Berger presented the 2016-17 show line-ups which include Lombardi, My Fair Lady, The Complete Works of Shakespeare, Cat on a Hot Tin Roof, and The Full Monty. He will also be offering classes again this year and hope to offer classes in acting, playwriting and design. In the future the STC will look to build a cohesive blueprint for theatre with kids and help guide them through their growing years in theatre. Mr. Berger noted that he feels they have a better lead with more sponsors and also felt that sponsors from this year were very supportive so they are making sure that they are talking to them as their input is invaluable.

5. Community Recreation Department's Financial Report

Moved by Mr. Burg, seconded by Ms. Tuszynski to accept the Facilities/Recreation/Theatre Committee's recommendation to approve the Community Recreation Department's Financial Report for the period of April 1-30, 2016. All ayes. Motion carried unanimously.

From the committee meeting:

Moved by Ms. Martin, seconded by Ms. Pothast to accept the Community Recreation Department's Financial Report for the period of April 1-30, 2016. All ayes. Motion carried unanimously.

6. Sheboygan Theatre Company’s Financial Report

Moved by Mr. Burg, seconded by Ms. Tuszynski to accept the Facilities/Recreation/Theatre Committee’s recommendation to approve the Sheboygan Theatre Company’s Financial Report for the period of April 1-30, 2016. All ayes. Motion carried unanimously.

From the committee meeting:

Moved by Ms. Tuszynski, seconded by Ms. Martin to accept the Sheboygan Theatre Company’s Financial Report for the period of April 1-30, 2016. All ayes. Motion carried unanimously.

7. Facility Permit Report

From the committee meeting:

Administration presented the Facility Permit Report for the period of May 1-31, 2016 for information.

**D. FINANCE & BUDGET COMMITTEE**

Moved by Mr. Samet, seconded by Mr. Burg to approve agenda items #1, #2, #3, and #4. All ayes. Motion carried unanimously.

1. Fund 41 Capital Projects

From the committee meeting:

Moved by Mr. Samet, seconded by Mr. Burg to approve the Capital Projects fund for audit. All ayes. Motion carried unanimously.

	Capital Projects Appropriation	Interest Earned To Date	Expenses To Date	Under Appropriation
<b>CAP IMPROV PRIOR</b>				
A. YEARS	3,401,675.89		2,826,653.10	575,022.79
<b>B. CAPITAL IMPROVEMENTS 2015-16</b>				
a. Asbestos	20,000.00		3,401.19	16,598.81
b. Athletic Fields	115,000.00		-50.00	115,050.00
c. Auditoriums	30,000.00		8,991.00	21,009.00
d. Blacktop	40,000.00		-19.00	40,019.00
e. Bleachers	12,000.00		0.00	12,000.00
f. Door Hardware	25,000.00		-83.00	25,083.00
g. Electrical	10,000.00		1,707.53	8,292.47
h. Facilities Upgrades	215,000.00		0.00	215,000.00
i. HVAC	75,000.00		-13.00	75,013.00
j. Playgrounds	40,000.00		-103.00	40,103.00
k. Plumbing	15,000.00		0.00	15,000.00
l. Roofs	425,000.00		-75.50	425,075.50
m. Service Systems	30,000.00		0.00	30,000.00
	<u>1,052,000.00</u>		<u>13,756.22</u>	<u>1,038,243.78</u>
Total Fund 41	4,453,675.89	95,882.02	2,840,409.32	1,709,148.59

2. Statement of Cash Flow

From the committee meeting:

Moved by Mr. Gallianetti, seconded by Dr. Hein, to approve the April 30, 2016 Statement of Cash Flow. All ayes. Motion carried unanimously.

Mr. Boehlke noted the cash flow balance is \$3 million more than last year and the Red Raider Manufacturing (RRM) balance is still positive. However, the RRM balance in May could be quite different as there is much work being done. The RRM balance will continue to be included in the cash flow spreadsheet to show it affects the cash flow.

3. Budget Revisions & Transfers of Appropriations

From the committee meeting:

Moved by Mr. Gallianetti, seconded by Dr. Hein to approve the Budget Revisions and Transfers of Appropriations through April 30, 2016. All ayes. Motion carried unanimously.

<b>GENERAL FUND (FUND 10)</b>	<b>Adopted Budget 2015-16</b>	<b>Revised Budget 3/31/16</b>	<b>Revised Budget 4/30/16</b>	<b>Budget Increase (Decrease)</b>
<b>REVENUES</b>				
100 Transfers-in	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	0.00
<b>Local Sources</b>				
210 Taxes	31,812,543.00	31,812,543.00	31,812,543.00	0.00
260 Non-Capital Sales	270,775.00	270,775.00	270,775.00	0.00
270 School Activity Income	86,640.00	86,640.00	86,640.00	0.00
280 Interest on Investments	40,800.00	40,800.00	40,800.00	0.00
290 Other Revenue, Local Sources	290,701.00	411,280.50	413,495.50	2,215.00
<b>Subtotal Local Sources</b>	<b>32,501,459.00</b>	<b>32,622,038.50</b>	<b>32,624,253.50</b>	2,215.00
<b>Other School Districts Within Wisconsin</b>				
340 Payments for Services	<b>1,929,481.00</b>	<b>1,929,481.00</b>	<b>1,929,571.00</b>	90.00
<b>State Sources</b>				
610 State Aid -- Categorical	2,278,850.00	2,278,850.00	2,278,850.00	0.00
620 State Aid -- General	71,515,351.00	71,916,266.00	71,916,266.00	0.00
630 DPI Special Project Grants	0.00	65,480.00	65,480.00	0.00
640 Payments for Services	75,000.00	75,000.00	75,000.00	0.00
650 Student Achievement Guarantee in Education	1,778,963.00	1,860,507.00	1,860,507.00	0.00
660 Other State Revenue Through Local Units	20,000.00	20,000.00	20,000.00	0.00
690 Other Revenue	268,235.00	268,235.00	268,235.00	0.00
<b>Subtotal State Sources</b>	<b>75,936,399.00</b>	<b>76,484,338.00</b>	<b>76,484,338.00</b>	0.00
<b>Federal Sources</b>				
710 Transit of Aids	88,008.00	91,116.00	91,116.00	0.00
730 DPI Special Project Grants	1,044,943.00	1,148,914.00	1,148,914.00	0.00
750 IASA Grants	2,243,968.00	2,306,968.00	2,306,968.00	0.00
780 Other Federal Revenue Through State	0.00	0.00	0.00	0.00
790 Other Revenue from Federal Sources	171,394.00	171,394.00	171,394.00	0.00
<b>Subtotal Federal Sources</b>	<b>3,548,313.00</b>	<b>3,718,392.00</b>	<b>3,718,392.00</b>	0.00
<b>Other Financing Sources</b>				
860 Compensation, Fixed Assets	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	0.00
<b>Other Revenues</b>				
960 Adjustments	0.00	14,447.37	14,447.37	0.00
970 Refund of Disbursement	150,100.00	150,100.00	150,100.00	0.00
990 Miscellaneous	241,000.00	458,674.00	458,674.00	0.00
<b>Subtotal Other Revenues</b>	<b>391,100.00</b>	<b>623,221.37</b>	<b>623,221.37</b>	0.00
<b>TOTAL REVENUES</b>	<b>114,306,752.00</b>	<b>115,377,470.87</b>	<b>115,379,775.87</b>	2,305.00

<b>EXPENDITURES</b>	<b>Adopted Budget 2015-16</b>	<b>Revised Budget 3/31/16</b>	<b>Revised Budget 4/30/16</b>	<b>Budget Increase (Decrease)</b>
<b>Instruction</b>				
110 000 Undifferentiated Curriculum	24,505,193.97	25,085,372.02	25,108,033.02	22,661.00
120 000 Regular Curriculum	29,433,027.13	29,384,219.62	29,493,150.62	108,931.00
130 000 Vocational Curriculum	2,548,141.00	2,564,377.00	2,563,433.00	-944.00
140 000 Physical Curriculum	2,693,710.00	2,692,240.00	2,692,162.00	-78.00
160 000 Co-Curricular Activities	1,003,608.00	1,020,596.42	1,021,900.99	1,304.57
170 000 Other Special Needs	454,745.00	537,161.00	537,011.00	-150.00
<b>Subtotal Instruction</b>	<b>60,638,425.10</b>	<b>61,283,966.06</b>	<b>61,415,690.63</b>	131,724.57
<b>Support Sources</b>				
210 000 Pupil Services	4,894,904.00	5,161,307.52	5,163,203.52	1,896.00
220 000 Instructional Staff Services	3,029,628.00	3,131,144.26	3,137,491.26	6,347.00
230 000 General Administration	1,964,513.00	2,017,210.27	2,018,970.27	1,760.00
240 000 School Building Administration	6,436,977.30	7,317,383.35	7,275,105.35	-42,278.00
250 000 Business Administration	12,846,236.10	15,108,423.30	15,146,693.73	38,270.43
260 000 Central Services	3,194,312.50	4,068,965.14	4,083,164.09	14,198.95
270 000 Insurance & Judgments	951,766.00	947,766.00	947,766.00	0.00
280 000 Debt Services	0.00	0.00	0.00	0.00
290 000 Other Support Services	78,882.00	75,676.00	75,276.00	-400.00
<b>Subtotal Support Sources</b>	<b>33,397,218.90</b>	<b>37,827,875.84</b>	<b>37,847,670.22</b>	19,794.38
<b>Non-Program Transactions</b>				
410 000 Inter-fund Transfers	12,780,204.00	12,775,890.00	12,775,890.00	0.00
430 000 Instructional Service Payments	7,485,904.00	7,967,974.00	7,969,051.00	1,077.00
490 000 Other Non-Program Transactions	5,000.00	5,000.00	5,000.00	0.00
<b>Subtotal Non-Program Transactions</b>	<b>20,271,108.00</b>	<b>20,748,864.00</b>	<b>20,749,941.00</b>	1,077.00
<b>TOTAL EXPENDITURES</b>	<b>114,306,752.00</b>	<b>119,860,705.90</b>	<b>120,013,301.85</b>	152,595.95

<b>SPECIAL EDUCATION (FUND 27)</b>	<b>Adopted Budget 2015-16</b>	<b>Revised Budget 3-31-16</b>	<b>Revised Budget 4-30-16</b>	<b>Change in Budget</b>
<b>TOTAL REVENUES</b>	<b>19,239,290.00</b>	<b>19,892,650.00</b>	<b>19,892,650.00</b>	0.00
100 000 Instruction	16,258,281.00	16,288,819.00	16,288,819.00	0.00
200 000 Support Services	2,811,403.00	3,457,500.00	3,457,500.00	0.00
400 000 Non-Program Transactions	169,606.00	146,331.00	146,331.00	0.00
<b>TOTAL EXPENDITURES</b>	<b>19,239,290.00</b>	<b>19,892,650.00</b>	<b>19,892,650.00</b>	0.00

#### 4. Revenues & Expenditures Reports

From the committee meeting:

Moved by Mr. Burg, seconded by Dr. Hein to approve the Revenue & Expenditures reports through April 30, 2016.  
All ayes. Motion carried unanimously.

5. Fund Balance Designation

Moved by Mr. Samet, seconded by Ms. Martin to approve the Finance & Budget Committee’s recommendation to accept the recommended Fund 10 balance designations as presented. All ayes. Motion carried unanimously.

From the committee meeting:

Moved by Mr. Burg, seconded by Dr. Hein to approve administration’s recommended Fund 10 balance designations as presented. All ayes. Motion carried unanimously.

Mr. Boehlke noted that last year was the first year administration requested approval of Fund 10 balance designations in June which was due to The Governmental Accounting Standards Board (GASB) requirement that requires fund balance designations to take place within the fiscal year. Basically, the recommended fund 10 balance designations listed on the executive summary are the same as last year with the current balances. Mr. Boehlke added that in November, administration will present final fund balance designations, at which time the audit will be closed and carry over monies will be known, and the Board can then determine if funds should be designated to Fund 46.

6. Gifts

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

From the committee meeting:

Moved by Mr. Gallianetti, seconded by Dr. Hein to accept all gifts to the district, 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>			
Monetary	Target Corporation	South	100.00
Monetary	Target Corporation	North	300.00
Monetary	Chili’s	South	259.72
Monetary	Target Corporation	North	161.14
Cost Reduction	Al Busy Bees	SASD House Construction 2015	300.00
Tile/Grout	CoMc, LLC	SASD House Construction 2015	1,285.00
Cost Reduction	Color Guard/Gary Lacy	SASD House Construction 2015	226.90
Survey Services/Site Layout	D & H Land Surveys	SASD House Construction 2015	550.00
Cost Reduction	Dulmes Décor, Inc. Carpet One	SASD House Construction 2015	658.83
Cost Reduction	Edgewater Plumbing	SASD House Construction 2015	1,000.00
Cost Reduction	Energy Strategies	SASD House Construction 2015	250.00
Programs & Cost Reduction	EP-Direct	SASD House Construction 2015	100.00
Printing of Blueprints	Great Lakes Blueprinters	SASD House Construction 2015	55.00
Cost Reduction	Oostburg Concrete	SASD House Construction 2015	2,215.26
Logos & Cost Reduction	Vinyl Graphics	SASD House Construction 2015	75.00
Cost Reduction	Richco Structures	SASD House Construction 2015	1,000.00
<u>For Action</u>			
Monetary	Herman Miller Cares	Red Raider Manufacturing	40,000.00
Monetary	Nemak	Red Raider Manufacturing	10,000.00
Monetary	The Kohler Foundation	Sheboygan Theatre Company	2,500.00
Roofing Materials	CertainTeed	SASD House Construction 2015	2,900.60
Cost Reduction	Spielvogel & Sons Excavating	SASD House Construction 2015	3,800.00
Cost Reduction	Steve Tenpas Drywall	SASD House Construction 2015	4,250.00
Cost Reduction	Four Seasons Comfort	SASD House Construction 2015	3,790.00

## E. COMMITTEE OF THE WHOLE

### 1. Presentation of the 2016-17 Preliminary Budget

From the committee meeting:

Moved by Mr. Samet, seconded by Mr. Burg to approve the preliminary budget for the 2016-2017 fiscal year as presented. All ayes. Motion carried unanimously.

Mr. Boehlke explained that the 2016-17 proposed preliminary budget is the same as was presented at the Committee of the Whole last month. The projected revenue and expense increases resulted in a projected deficit of \$467,791, and the executive summary highlights the additions/reductions that are proposed to reach a balanced budget. He further explained that approving the proposed preliminary budget allows for payment of expenditures beginning with the new fiscal year on July 1, 2016. The final original budget will be presented to the Board for approval in November. This is a good frame work and adjustments will be made based on new hires and other actual numbers replacing estimates. He talked about last year having a possibility of three different state budget scenarios and this year we know what the revenue limit will be and per pupil dollars. Dr. Sheehan noted that from having to work with the possible three different state budget scenarios last year, administration still has the list of all possible items to reduce and/or add and will be abreast with those if needed. Mr. Boehlke added that every year it is harder to determine reductions as the budget is lean and this year we were very fortunate as the budget was mostly balanced by employee turnover. He further added administration will start looking at the preliminary budget early next year.

### 2. 10 Year Capital Needs Plan

From the committee meeting:

Moved by Mr. Mancl, seconded by Ms. Tuszynski to approve administration's 10 Year Comprehensive Facilities Needs Plan and to proceed with a referendum vote to be on the November 8, 2016 ballot. All ayes. Motion carried unanimously.

Mr. Albright spoke about visiting the buildings and speaking with the principals and custodians to review their needs and compiled a list and prioritized those items. Dr. Sheehan noted the District hired Mr. Bill Foster, School Perceptions, to develop a community survey to gauge the community's support or non-support of a possible \$29 million referendum and 71% were in support. He further noted that most striking was the majority who were in support of the referendum were non-parent and non-staff community members. Dr. Sheehan added approval proceeding with the 10 year comprehensive facilities needs plan will allow administration to move forward and the next step would take place in July, 2016 when the actual referendum language for the November 8, 2016 ballot would be determined. Mr. Mancl questioned what part of the 10 year capital needs plan is not addressed by the referendum and Mr. Boehlke responded that when Fund 46 was established, approval of a 10 year capital needs plan was one of the requirements, which the Board approved. Part of that plan assumed that \$29 million of those costs would be through the referendum. Ms. Tuszynski suggested voting to approve now as to allow time to prepare. Mr. Boehlke noted that by approving this item, the Board would be approving moving forward with financing including the \$29 million referendum. Mr. Gallianetti asked for confirmation that the \$29 million referendum would represent a \$4 tax increase for each \$100,000 of a home's value and Mr. Boehlke responded yes.

### 3. Conditional Use Permit (CUP) Extension for Property Located at 3306 Saemann Avenue, Sheboygan, WI

From the committee meeting:

Moved by Ms. Reinthaler, seconded by Dr. Hein to authorize the administration to request an extension of the Conditional Use Permit (CUP) on property located at 3306 Saemann Avenue, Sheboygan, WI with an amendment to include an extension for twelve months from August 11, 2016. Motion carried 8-1 (Samet-no)

Dr. Sheehan noted this is a legal injunction requesting the City to give the Sheboygan Area School District an extension on the Conditional Use Permit (CUP) for property at 3306 Saemann Avenue, WI. This does not allow expansion of what can be done to the property but gives more time for Aurora to offer a proposal and would go before the Planning Commission for approval not the City Council. He noted at this point, administration does not have a proposal from Aurora. Mr. Albright explained that the CUP expires one year after issuance and have to pull ground before the permit expires and the CUP is scheduled to expire August 11, 2016. Ms. Reinthaler asked how long would the extension be good and Mr. Albright responded one year. Ms. Reinthaler asked if a one year extension is common and Mr. Albright responded yes and noted the same thing was done with the Washington property as long as we do not change what we planned to do to the property. Mr. Samet expressed that before requesting an extension that Aurora should have to provide earnest money to show their commitment to offer a proposal. He further expressed

with no commitment he is not comfortable with requesting an extension. Mr. Mancl asked for confirmation that the property 3306 Saemann Avenue is the “east parcel” and Dr. Sheehan responded yes. Mr. Mancl highlighted that basically Aurora’s proposal was what the Board would like to be done with this property, whether Aurora offers a proposal is a technicality, as this is SASD property and how we want it developed. Ms. Tuszynski questioned if there was anything else that needed to be done with the DNR situation and Mr. Albright responded the federal wetlands permit was extended for two years in May.

4. Mr. Gallianetti adjourned at 8:25 p.m. All ayes. Motion carried unanimously.

#### **F. SPECIAL BOARD COMMITTEES/ASSIGNMENTS**

1. Hazardous Review Committee-Moved by Ms. Tuszynski, seconded by Mr. Mancl to approve the Hazardous Review Committee’s recommendation for recertification of the currently designated hazardous areas for the 2016-17 school year. All ayes. Motion carried unanimously.
2. Heritage School Council – Ms. Martin reported that Ms. Wilcenski, President of the council has resigned. The council is preparing a job description with Dr. Sheehan’s input and talks continue about the process for posting the position. The summer games program is every Tuesday from 9-10 a.m. and all fourth grade summer school teachers are invited to bring their classes. Work continues on the signage and the website, and a letter will be sent to all fourth grade teachers in the fall to schedule their Heritage School visits. The council will meet again in August.
3. Sheboygan Public Education Foundation – Mr. Samet reported there will be no July meeting and the next meeting will be in August. He also reported that confirmation was given that they would ask the Foundation for their alumni list and move forward in the spring with continued discussions.

#### **COMMUNICATIONS**

Communications received were noted.

#### **FUTURE MEETING DATES**

July 12, 2016 Wisconsin Open Meetings Law Workshop beginning at 6:00 p.m.; July 26, 2016 Committee meetings beginning at 6:00 p.m. with the Regular Board of Education meeting beginning at 6:30 p.m.; August 9, 2016 Committee meetings beginning at 6:00 p.m.; August 23, 2016 Regular Board of Education meeting beginning at 6:00 p.m.

#### **ADJOURN**

Moved by Mr. Mancl, seconded by Ms. Martin to adjourn at 7:15 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; To consider and take possible action regarding the employment contract of the Superintendent of Schools. A roll call vote was taken and carried unanimously (Hein, Martin, Samet, Mancl, Reinthaler, Gallianetti, Pothast, Burg, Tuszynski).

#### **RECONVENE TO OPEN SESSION**

Moved by Dr. Hein, seconded by Mr. Gallianetti to reconvene in Open Session at 7:19 p.m. All ayes. Motion carried unanimously.

Moved Ms. Tuszynski, seconded by Mr. Burg to approve the addendum to the employment contract between Joseph M. Sheehan and the Sheboygan Area School District. All ayes. Motion carried unanimously.

#### **ADJOURN**

Moved by Dr. Hein, seconded by Mr. Mancl to adjourn at 7:20 p.m. All ayes. Motion carried unanimously.



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