

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

**BOARD OF EDUCATION
SHEBOYGAN AREA SCHOOL DISTRICT
Sheboygan, Wisconsin
REGULAR MEETING MINUTES
Tuesday, November 24, 2015**

The regular meeting of the Board of Education of the Sheboygan Area School District was held on Tuesday, the 24th day of November 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 Gallianetti called the meeting to order at 6:02 p.m.

Present: Dr. Susan Hein, Ms. Barbara Tuszynski (arrived at 6:33 p.m.), Mr. Larry Samet, Mr. Mark Mancl, Ms. Marcia Reinthaler, Mr. David Gallianetti, Ms. Jennifer Pothast, Ms. Mary Beth Martin, Mr. Ryan Burg

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

Moved by Ms. Pothast, seconded by Ms. Martin to approve the agenda moving agenda item C. in front of agenda item A. All ayes. Motion carried unanimously.

APPROVAL OF MINUTES

Moved by Ms. Pothast, seconded by Ms. Martin to approve the minutes of the Regular Board of Education meeting of October 27, 2015 and Closed Session meeting of November 10, 2015. All ayes. Motion carried unanimously.

DIPLOMA

Moved by Ms. Pothast, seconded by Mr. Mancl to approve the Curriculum & Instruction Committee's recommendation to award a high school diploma to Austin Sikora, North High School class of 2015. All ayes. Motion carried unanimously.

RECOGNITIONS

Mr. Tony Johannes acknowledged North High School students Christopher Lacey, John Masse, Christian Henke, Carl Pickhardt, Eric Yang, Preston Pond, Noah Bartelt, and Andrew Suscha as the Lakeland College Math Meet championship team. North High School students have taken first place in this event for 19 of the last 20 years.

STUDENT REPRESENTATIVES

Mr. Martinez, South High School student representative reported that South continues to work with the Kohler Credit Union and students about financial literacy. He also talked about rewards students receive through flex mod if they maintain a certain grade point average. They have had more than 90 pints of blood donated with their blood drive and have raised a tremendous amount of food for the Salvation Army. Ms. Reinthaler asked what the overall student consensus was for flex mod and Mr. Martinez commented that overall it was pretty good but will need continual improvement. Ms. Seymour, North High School student representative talked about homeroom which is a short time during the day where students meet to receive information. She reported that an anonymous donor gave 200 tickets to the first 200 people attending the play "In the Heights" which was very successful. She talked about the partnership between United Way and North and that it offers different service learning opportunities for staff and students so they can become more engaged citizens.

COMMUNITY INPUT

MJ Morgan, 710 Pennsylvania Avenue, Sheboygan applauded the school board for having a very good track record of energy star rated schools. He congratulated the District for being energy conservative and would like to see our energy star rate increase and added that it is a good benchmark for taxpayers to see that we are being good stewards.

Kaitlyn Taubenheim, 1819 South 22nd Street, Sheboygan spoke about special education students and how flex mod has impacted them. She commented that it is more difficult for special education students to receive the services they need and it is conflicting with their IEP's.

Hans Peter, W5672 County Highway F, Cascade is concerned that grades are not being done the same by each teacher and/or are being graded differently by each teacher because they are observing the same students. He further commented there are many conflicts that are affecting students' grades. When students leave early or arrive late it disrupts the learning process because the teacher does not go over what was already talked about. He believes there has been too much flexibility and accountability put on the students.

Emma LaBudde, 1819 South 22nd Street, Sheboygan talked about the large truancy issue because of the sign in issues - students scan their card and then walk out. Dr. Sheehan commented that he would follow up with Mr. Trimberger regarding their concerns because every student needs to be served in the best way possible.

SUPERINTENDENT'S REPORT

Dr. Sheehan provided his report to the school board which included the Veteran's Program. He thanked the students as they were so respectful during the entire program. He talked about First Friday Forum where leading Sheboygan County manufacturers discussed new innovations and how manufacturers are strategizing to overcome the labor shortage. He also reported that the clothing exchange held at Grant Elementary School served more than 400 people in need. Red Raider Manufacturing continues to receive investments from other companies and all involved will continue to secure the additional funds.

MISCELLANEOUS

A. Fund Balance Designation for Future North High School and Other Classroom Renovations

Moved by Mr. Mancl, seconded by Mr. Burg to approve the assignment of \$700,000 of general fund balance for future North High School and other classroom renovations. All ayes. Motion carried unanimously.

Dr. Sheehan reported that this designation had been discussed at several previous meetings and administration made the necessary adjustments.

B. Criteria for Capital Needs Prioritization

Dr. Sheehan provided an overview of the executive summary which provides the criteria that administration would use to select and prioritize projects to be included in a possible referendum. The administration wants to be sure the school board supports their recommendation. Mr. Samet asked if the list was in order of priority and Dr. Sheehan responded that it was not. Mr. Boehlke commented that as administration created the list they divided it in two ways - by site, and if it is a building improvement/addition. He further noted that often two criteria will go hand in hand rather than cancel each other out. Ms. Tuszynski talked about the impact on school meal participation and whether it should be a broader statement. Mr. Boehlke noted they separated it out because the school meals really do not fit into an educational program, still administration felt it was an important part of the school. Ms. Tuszynski asked about the equity with buildings and whether that will be taken into consideration. Mr. Boehlke responded that the Executive Management Team did talk about the equity issue and by going through the criteria, if all the criteria were met it would address the equity problem. Mr. Gallianetti talked about giving weight to some criteria more so than others such as impact on student/staff safety and security. He added there is nothing in the criteria that is not important, but he sees school safety and academic integrity as high priorities. He commented the school board should determine how to weigh the criteria. Ms. Tuszynski would rather see the school capacity to support the students within the school's attendance area be removed off the list although it is something that should remain as a discussion considering the direction with vouchers, etc. Dr. Sheehan noted that ranking would occur by project. Mr. Gallianetti wants to be sure administration is communicating this information out to staff so they are not surprised. The survey will be a great tool to show the District's strengths and get a feel for what the community's appetite is. Mr. Mancl noted this is really a capital needs prioritization so the school board needs to be careful down the road about excess fund balance that may be available. He added that many of the criteria impede on one another and Dr. Hein noted those should come out once the administration puts their capital prioritization list together. Mr. Burg would like projects to be rated and have all information pertinent to the item up front so that decisions do not need to be delayed. Mr. Boehlke explained the ability to support the project would not be weighted as much as it would be a must. There are some situations that will not support the project because they just do not have enough room. Impact on students open enrolling into the District, impact on school meal participation, and ability of the

site to support the project will be removed from the criteria list. This item will be brought back to the school board in December.

C. Strategic Long-Range (5-Year) Plan Update – Goal 1/Objective 3/Activity 1

Mr. Harvatine reported that the change in presentations is to connect the long-range plan goals and objectives to what is occurring in the buildings. Mr. Jaber talked about the 1:2 iPad mini initiative and that \$1,000 was allocated to each building to purchase applications for the iPads. Ms. Engels, Mr. King, and Ms. Iseler all spoke about different ways in which they use the mini iPads in their classrooms and how they have impacted students learning. Ms. Tuszynski asked what the cost of this initiative was and Mr. Jaber responded somewhere in the \$100,000 range. Mr. Gallianetti asked if they are strictly technology in their classrooms or are still using paper and Mr. King responded they are using both with about a third being technology. Paper is used for guided reading. Ms. Tuszynski commented that she would like to be able to determine whether the technology plan is more effective than more teachers and would like it to be reviewed before the lease comes due. Ms. Iseler commented that education is moving to a more dynamic level and that the iPad is only a tool – the teacher is the skill. Mr. Samet asked how teachers are trained and Mr. Jaber responded they complete a form and then trainers are sent out to assist. Trainers like to work in groups but often do one-to-one training. They are able to customize their trainings depending on what level the teachers are at with technology.

D. Adoption (Second Reading) of Revised Board of Education Bylaw 0170 - Duties

Moved by Ms. Pothast, seconded by Ms. Reinthaler to approve the adoption (second reading) of revised Board of Education Bylaw 0170 – Duties. All ayes. Motion carried unanimously.

E. Adoption (Second Reading) of Revised Board of Education Policy 1241 – Non-Reemployment of the District Administrator

Moved by Mr. Mancl, seconded by Ms. Pothast to approve the adoption (second reading) of revised Board of Education Policy 1241 – Administration; Non-Reemployment of the District Administrator. All ayes. Motion carried unanimously.

F. Adoption (Second Reading) of Revised Board of Education Policy 1260 – Incapacity of the District Administrator

Moved by Mr. Mancl, seconded by Ms. Tuszynski to approve the adoption (second reading) of revised Board of Education Policy 1260 – Administration; Incapacity of the District Administrator. All ayes. Motion carried unanimously.

G. Adoption (Second Reading) of Revised Board of Education Policy 5113.01 – Course Options

Moved by Ms. Pothast, seconded by Ms. Reinthaler to approve the adoption (second reading) of Board of Education Policy 5113.01 – Students; Course Options. All ayes. Motion carried unanimously.

H. Adoption (Second Reading) of Revised Board of Education Policy 5451.02 – Technical Excellence Higher Education Scholarships

Moved by Ms. Pothast, seconded by Ms. Martin to approve the adoption (second reading) of Board of Education Policy 5451.02 – Students; Technical Excellence Higher Education Scholarships. All ayes. Motion carried unanimously.

I. Adoption (Second Reading) of Revised Board of Education Policy 5460 – Graduation Requirements

Moved by Ms. Pothast, seconded by Ms. Reinthaler to approve the adoption (second reading) of revised Board of Education Policy 5460 – Students; Graduation Requirements. All ayes. Motion carried unanimously.

J. Introduction (First Reading) of Revised Board of Education Bylaw 0130 - Functions

Moved by Mr. Mancl, seconded by Ms. Pothast to approve the introduction (first reading) of revised Board of Education Bylaw 0131.1 – Bylaws and Policies. All ayes. Motion carried unanimously.

REPORT OF COMMITTEES

A. CURRICULUM & INSTRUCTION COMMITTEE

Moved by Ms. Pothast, seconded by Mr. Mancl to approve agenda items #2, #3, #4, and #6. All ayes. Motion carried unanimously.

1. Diploma

From the committee meeting:

Moved by Mr. Mancl, seconded by Ms. Tuszynski to approve North High School administration's recommendation to award a high school diploma to Austin Sikora, class of 2015. All ayes. Motion carried unanimously.

2. Introduction (First Reading) of Revised Board of Education Policy 2370 – Educational Options

From the committee meeting:

Moved by Ms. Tuszynski, seconded by Mr. Mancl to approve the introduction (first reading) of revised Board of Education Policy 2370 – Program; Educational Options with amendments. All ayes. Motion carried unanimously.

Mr. Harvatine provided an overview of the policy and changes which are a result of a change in law. He further commented that the District will now be required annually to notify parents of all educational options available to students who reside in the District. This information must also be published as a Class 1 notice and must also be posted on the District's website by no later than January 31st of each year. Mr. Harvatine is currently working with Nicole Sondalle on a draft letter that will be sent to parents and also how the District will publish the Class 1 notice. He further commented that this is an unfunded mandate that will cost the District approximately \$3,500-5,000 annually. He will review samples from other districts and what other organizations are recommending insofar as the content of what needs to be published. There was an amendment to the policy in the second last paragraph: "educational options are properly analyzed, planned, and implemented and comply".

3. Introduction (First Reading) of Revised Board of Education Policy 9270 – Home-Based, Private, or Tribal Schooling

From the committee meeting:

Moved by Ms. Martin, seconded by Mr. Mancl to approve the introduction (first reading) of revised Board of Education Policy 9270 – Relations; Home-Based, Private, or Tribal Schooling. All ayes. Motion carried unanimously.

Mr. Harvatine provided an overview of the policy changes and commented that school district's in the past have not allowed home schooled students to participate in co-curricular activities; however, the law now indicates otherwise. The District is required to allow home schooled students to participate in WIAA sports. Parents need to make a request to the District and the students will be required to meet the requirements. The District can charge a fee but it must be the same as what current District students are charged. Mr. Harvatine is working with both athletic directors to work through some guidelines. We have not had a parent request for the current school year; however we do have a request for the upcoming school year. Ms. Tuszynski asked about enforcing the athletic code and Mr. Harvatine responded that the parent and student will need to comply; however school related consequences would be different. The athletic directors have worked with the WIAA very closely along with the conference schools to be sure we are all following the same guidelines.

4. Introduction (First Reading) of Revised Board of Education Policy 2261 – Title I Services

From the committee meeting:

Moved by Mr. Mancl, seconded by Ms. Tuszynski to approve the introduction (first reading) of revised Board of Education Policy 2261 – Program; Title I Services. All ayes. Motion carried unanimously.

Mr. Harvatine reported that there are very minor technical changes to the policy. He noted that the Title I program is being audited this summer and as part of that audit they will review our policies so we want to be sure they are current and in align with District practices.

5. North High School/Urban Middle School Connect for Success Program

From the committee meeting:

Mr. Harvatine provided an overview of the program and how they are trying to make it a sustainable program. Mr. Bull reported they just completed the first full year of implementation. The intent of the program is to expand academic, social, and life skills for students after the school day. They started with zero students and at the end of the year had 35-40 students. It is all voluntary and these students were regular attendees with approximately fifty percent Urban Middle School students and fifty percent North High School students. Dinner is provided at no cost thanks to Judi Smith, the Coordinator of School Nutrition. Mr. Bull added that they have secured funding through outside sources as well as internal budgets. Lakeland College students, UW-Sheboygan students, and honor society students all take part in mentoring through the program. The participants of the Connect for Success Program also mentor students at Longfellow Elementary School. In the future they would like to grow the program to more than 100 students so they can realize all facets: academic, recreational, life skills, and credit recovery. A leadership team meets regularly and is working on a communication plan. They are also working with Jessica Riley, a CESA 6 grant writer. Ms. Martin asked if the students are being supervised and Mr. Bull responded there are two part-time advisors. Ms. Martin asked how students can get involved and Mr. Bull commented that they advertise the opportunity within the school, have meet and greets, and the counselors are always talking about it. The hope is to help the Urban Middle School students make a successful transition to the high school.

6. Transition Improvement Grant

From the committee meeting:

Moved by Mr. Mancl, seconded by Ms. Tuszynski to approve administration’s recommendation and approval of the submitted grant application for the Wisconsin Department of Public Instruction (DPI) Transitions Improvement Grant in the amount of \$7,500 for one year. All ayes. Motion carried unanimously.

B. HUMAN RESOURCES COMMITTEE

Moved by Ms. Reinthaler, seconded by Dr. Hein to approve agenda items #1, #3, and #4. All ayes. Motion carried unanimously.

1. Appointments

From the committee meeting:

Moved by Mr. Samet, seconded by Mr. Mancl to confirm the following appointments with the correction of Assistant Technology Specialist to Assistive Technology Specialist. All ayes. Motion carried unanimously.

Dr. Hein questioned if the Assistant Technology Specialist position required special certification and Ms. Holschbach responded the correct title is ‘Assistive Technology Specialist’ and explained this position works with language and speech disadvantaged students and technology. Mr. Mancl questioned what criteria is needed for the tutor position as it receives a significant rate and Ms. Holschbach responded that this is a student tutor outside of the school day and is the standard tutor rate. Mr. Mancl questioned if the person hired is a standard teacher and what are the qualifications and Ms. Holschbach responded she will clarify and respond back to the committee members.

TEACHERS

| | | | |
|-----------------|---------------------------------|------------------------|-------------------------|
| David Moehn | Assistant Technology Specialist | UW-Oshkosh | Master’s Degree |
| Fond du Lac, WI | District-wide | 23 years of experience | \$37,154.36 (pro-rated) |

Mr. Moehn has been hired for the 2015-2016 school year as a District-wide Assistant Technology Specialist. He received his degree from UW-Oshkosh. He is certified in Speech and Language Pathology, PK-12. He was one of three candidates interviewed.

| | | | |
|----------------|--------------------|------------------|-----------------|
| Danielle Smith | Guidance Counselor | Lakeland College | Master’s Degree |
| Sheboygan, WI | Longfellow | No experience | \$34,851.18 |

Ms. Smith has been hired for the 2015-2016 school year as a Guidance Counselor at Longfellow Elementary School. She received her degree from Lakeland College in April 2015. She is a certified School Counselor, birth to age 21. She was one of two candidates interviewed.

SUBSTITUTE TEACHERS

Jay Persick Elementary Education, birth-age 11
Jana McDonough Degreed, Non-Certified Substitute

SUBSTITUTE FOOD SERVER

Elena Benzschawel Sub Food Server October 13, 2015 \$10.50 per hour

NOON SUPERVISORS

Marie Russell Jackson October 5, 2015 \$7.47 per hour
Heather Voight Wilson October 19, 2015 \$7.47 per hour

EDUCATIONAL ASSISTANTS

Patrawadee Kaufman Early Learning Center September 30, 2015 \$11.50 per hour
Vicki Rautmann North High October 21, 2015 \$11.50 per hour
Mary Jo Strong ELC October 8, 2015 \$11.50 per hour

TUTOR

Mariah Lieser Pupil Services October 26, 2015 \$21.46 per hour

EXTRA PAY FOR EXTRA SERVICE (COACH/ADVISORS)

North High

Constance Check North High F.C.C.L.A. \$1,693.20 (Job-Share)
Kate Gallman-Delong North High F.C.C.L.A. \$1,622.65 (Job-Share)
F.C.C.L.A. = Family, Career, and Community Leaders of America
Anthony Johannes North High National Honor Society \$1,282.25 (Job-Share)
Carrie McGoldrick North High Student Council \$1,885.50 (Job-Share)
Daniel McGoldrick North High National Honor Society \$1,115.00 (Job-Share)
Karl Nienhuis North High Student Council \$1,885.50 (Job-Share)
Theodore Schermetzler External Candidate Varsity Wrestling \$4,337.00

South High

Fernando Alvarez External Candidate Assistant Football \$2,743.00
Alexander Annis External Candidate Assistant Boys' Soccer \$2,743.00
Cathy Newport South High Culinary Arts \$2,882.00
Cathy Newport South High F.C.C.L.A. \$2,762.00

RECREATION DEPARTMENT

Mary Brunn** Rec. Dept/Swim Instructor 10/26/15 \$9.00
Amanda Darling** Rec. Dept/Swim Instructor 10/26/15 \$9.00

*Relative of SASD employee

**Not a SASD employee

2. Resignations

From the committee meeting:

The following resignations have been granted:

Laura Albright Executive Assistant Human Resources October 30, 2015
Thomas Beane Substitute Teacher N/A October 15, 2015
Nicole Dahmer Sub. EA/Noon Sup Horace Mann October 23, 2015
Andrew Delong Coach/Advisor North High October 21, 2015
Nancy Gosse Noon Supervisor Longfellow October 23, 2015
Christine Harvey Educational Assistant ESAA October 9, 2015
Claudia Held Sub. Noon Supervisor Wilson October 9, 2015
Edward Kuptz Substitute Custodian Facilities Services October 31, 2015
Karrie LaPalme Sub. Food Server Nutrition Services October 7, 2015

| | | | |
|--------------------|------------------------|----------------|------------------|
| Renee Leismer | Substitute Teacher | N/A | October 9, 2015 |
| Danielle Lienau | Substitute Teacher | N/A | October 16, 2015 |
| Christopher Lenz | Coach/Advisor | External | October 21, 2015 |
| Sandra Madson | Noon Supervisor | Grant | October 6, 2015 |
| Carrie McGoldrick | Coach/Advisor | North High | October 23, 2015 |
| Lori Much | Coach/Advisor | North High | October 21, 2015 |
| Alan Pikula | Noon Supervisor | Pigeon River | October 6, 2015 |
| Michelle Quasius | Bus Safety Assistant | Lincoln-Erdman | October 16, 2015 |
| Harmony Ribbens | Teacher | Farnsworth | October 27, 2015 |
| Angelica Rodriquez | Noon Supervisor | Pigeon River | October 6, 2015 |
| Roxanne Rodriquez | Noon Supervisor | Pigeon River | October 6, 2015 |
| Kathryn Starnitcky | Sub. Educational Asst. | N/A | October 7, 2015 |
| Latricia Trotter | Noon Supervisor | Pigeon River | October 6, 2015 |
| Tiffany Tyler | Salad Bar Server | Jackson | October 23, 2015 |
| Alee Vang | After-School Advisor | North High | October 23, 2015 |
| Jacqueline Walston | Sub. Educational Asst. | N/A | October 16, 2015 |
| Kelly Webb | Sub. Noon Supervisor | Lincoln-Erdman | October 16, 2015 |
| Megan Wene | Educational Assistant | North High | November 4, 2015 |

3. Retirements

From the committee meeting:

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

| | | | |
|------------------|-----------------------|--------------|-----------------------|
| Maria Andrews | Educational Assistant | Sheridan | 15.3 years of service |
| Georgia Heinen | Educational Assistant | Central High | 29.1 years of service |
| Joan Hintzelmann | Educational Assistant | Pigeon River | 16.1 years of service |

4. Leaves of Absence Without Compensation

From the committee meeting:

Moved by Mr. Mancl, seconded by Dr. Hein to approve the following request for a personal leave of absence without compensation. All ayes. Motion carried unanimously.

| | | | |
|---------------|---------|-------|--------------------------------------|
| Kelly Schmitz | Teacher | Grant | November 20, 2015 - January 13, 2016 |
|---------------|---------|-------|--------------------------------------|

5. Teacher Hiring Study

From the committee meeting:

Ms. Holschbach provided an overview of the teacher hiring study over the last three years and an update of the process for upcoming years.

There was discussion as to the number of hires with over 15 years' experience and Ms. Holschbach clarified only ten teachers were hired with over fifteen years' experience and of those, two were retirees that had experience from the District.

C. FACILITIES/RECREATION/THEATRE COMMITTEE

1. Introduction (First Reading) of Revised Board of Education Policy 7511.02 – Community Recreation Department Suspensions

Moved by Mr. Burg, seconded by Ms. Pothast to approve the Facilities/Recreation/Theatre Committee's recommendation of the introduction (first reading) of revised Board of Education Policy 7511.02 – Property; Community Recreation Department Suspensions. All ayes. Motion carried unanimously.

From the committee meeting:

Moved by Ms. Tuszynski, seconded by Ms. Martin to approve the introduction (first reading) of revised Board of Education Policy 7511.02 – Property; Community Recreation Department Suspensions with amendments. All ayes. Motion carried unanimously.

The amendments to the policy are as follows: first paragraph delete “that”; Appeals D. delete “from” and replace with “in”; E. delete “meet with” and replace with “reflect”; F. insert “the” between before and disciplined; G. delete “coinciding” and replace with “corresponding”; Site Leader Authority A. add an apostrophe to “program”.

Mr. Burg noted that in the future if there are minor grammatical corrections to a policy they should be addressed with the chair in advance of the meeting.

2. Sheboygan Theatre Company’s Financial Report

From the committee meeting:

Mr. Koehler noted that the Business Office prepared the report and that it is pre-audit. The revenue cannot be applied until after the audit. This report will be carried over to the December committee meeting for approval.

3. Facility Permit Report

From the committee meeting:

The administration will present the Facility Permit Report for the period of October 1-31, 2015 for information.

D. FINANCE & BUDGET COMMITTEE

Moved by Mr. Samet, seconded by Dr. Hein to approve agenda items #1, #2, and #4. 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 | | | | |
| A. YEARS | 3,401,675.89 | | 2,373,979.77 | 1,027,696.12 |
| B. CAPITAL IMPROVEMENTS 2015-16 | | | | |
| a. Asbestos | 20,000.00 | | 0.00 | 20,000.00 |
| b. Athletic Fields | 115,000.00 | | 0.00 | 115,000.00 |
| c. Auditoriums | 30,000.00 | | 0.00 | 30,000.00 |
| d. Blacktop | 40,000.00 | | 0.00 | 40,000.00 |
| e. Bleachers | 12,000.00 | | 0.00 | 12,000.00 |
| f. Door Hardware | 25,000.00 | | 0.00 | 25,000.00 |
| g. Electrical | 10,000.00 | | 0.00 | 10,000.00 |
| h. Facilities Upgrades | 215,000.00 | | 0.00 | 215,000.00 |
| i. HVAC | 75,000.00 | | 0.00 | 75,000.00 |
| j. Playgrounds | 40,000.00 | | 0.00 | 40,000.00 |
| k. Plumbing | 15,000.00 | | 0.00 | 15,000.00 |
| l. Roofs | 425,000.00 | | 0.00 | 425,000.00 |
| m. Service Systems | 30,000.00 | | 0.00 | 30,000.00 |
| | <u>1,052,000.00</u> | | <u>0.00</u> | <u>1,052,000.00</u> |
| Total Fund 41 | 4,453,675.89 | 91,272.02 | 2,373,979.77 | 2,170,968.14 |

2. Statement of Cash Flow

From the committee meeting:

Moved by Dr. Hein, seconded by Mr. Burg to approve the Statement of Cash Flow, July-September 30, 2015, as presented. All ayes. Motion carried unanimously.

3. Budget Revisions & Transfers of Appropriations

From the committee meeting:

No Budget Revisions and Transfers were made as of September 30, 2015.

4. Revenues & Expenditures Reports

From the committee meeting:

Moved by Dr. Hein, seconded by Ms. Reinthaler to approve the Revenue & Expenditures reports through September as presented. All ayes. Motion carried unanimously.

5. Tabulation of Bids - Vehicles

Moved by Mr. Samet, seconded by Ms. Reinthaler to approve the Finance & Budget Committee’s recommendation to authorize administration to enter into contract with Sheboygan Chevrolet in the amount of \$22,026.50 to replace a 2003 GMC Sierra 2WD Regular Cab Work Truck used by the Community Recreation Department. All ayes. Motion carried unanimously.

From the committee meeting:

Moved by Mr. Samet, seconded by Mr. Burg to authorize administration to enter into contract with Sheboygan Chevrolet in the amount of \$22,026.50 to replace a 2003 GMC Sierra 2WD Regular Cab Work Truck used by the Community Recreation Dept. All ayes. Motion carried unanimously.

| <u>BIDDER</u> | <u>BID AMOUNT</u> |
|---------------------------------|-------------------|
| Sheboygan Chevy 2016 RAM DJ2L62 | \$22,026.50 |
| 5 Corners | \$23,175.00 |
| Sheboygan Chev-Chevy | \$23,583.50 |
| Ewald Ford | \$25,914.50 |
| Ewald Ram | \$27,196.50 |
| Ewald Chevy | \$28,206.50 |
| Bergstrom | No Bid |
| Mike Burkart Ford | No Bid |
| Dick Brantmeier | No Bid |
| Bob Fish | No Bid |

6. 2014-15 Audit

From the committee meeting:

Mr. Boehlke introduced Bryan Grunewald of Schenck Business Solutions who reviewed the results of the 2014-2015 financial audit including the Management Communications and Annual Financial Report, June 30, 2015 . Mr. Grunewald explained that the Annual Report includes Schenck’s opinion and disclosures and is complete and accurate. As he reviewed the Management Communications, he noted if there were any items to communicate as part of testing and compliance it would be noted in this section and they did not identify any deficiencies in internal control over financial reporting that they considered to be material weaknesses. He further noted there was one significant deficiency (which is less severe than a material weakness), which was Finding 2015-001 – Preparation of Annual Financial Report, which is more of a required communication and he is not aware of any school districts that prepare their own reports. The district is in compliance. Mr. Grunewald reviewed the district fund balances and noted the General Fund balance increased \$1.8-1.9 million from last year. He further noted what sticks out is the increase of building projects and various restrictions of committed funds which are consistent to what the Board approved in June 2015. He highlighted the increase in Special Revenues for the food service programs and community service programs. The debt service funds are fairly comparable as in the past and there is nothing unusual to report. He reviewed the General Fund Historical Fund Balance Comparison chart and highlighted the trend, in which in 2011 the district’s General Fund was at \$22 million and has grown to \$35 million as of June 30, 2015. He also talked about the

unassigned fund balance trend which the district was able to increase from \$19.5 million in 2011 to \$23.1 million in 2015. He added they like to see increases in growth and see this as a planning tool and encourage the district to continue to do this. He further noted as of June 30, 2015, the District's general fund has an unassigned fund balance of \$23,121,385 available for working capital and future expenditures and this balance represents approximately 19.5% of the general fund expenditures which is well within the district's policy. Mr. Grunewald focused on the general obligation debt balance of \$43.5 in 2011 which is trending down slightly at the end of 2015. He also talked about the correlated relationship to general obligation debt and statutory debt which in 2011 was at 12.2 % and 2015 is at 10.3% which is very solid and well within other districts. Mr. Grunewald explained and provided an overview of the actuarial history study from July 2008 to July 2014 and noted the unfunded balance has gone from \$28 million (to \$37 million July 2010) and is now at \$7 million which brings the overall obligations down, which as a financial view is positive and represents that the district had a well thought out process.

Mr. Samet questioned Finding 2015-001, page 72 of the Annual Report and Mr. Grunewald responded this is a more detailed discussion of the deficiency and he recommends to continue to do what the District is doing but have an external auditor prepare the report.

7. Fund Balance

Moved by Mr. Samet, seconded by Ms. Reinthaler to approve the Finance & Budget Committee's recommendation to approve the designation of District fund balance. All ayes. Motion carried unanimously.

From the committee meeting:

Moved by Dr. Hein, seconded by Mr. Burg to approve the designation of District fund balance as follows. All ayes. Motion carried unanimously.

Mr. Boehlke explained that the fund balance designations were approved in June and as has been done in the past, administration brings back in November after the completion of the audit and have the year end balances to determine if funds should be designated to specific projects and/or funds. He further added the fund balance recommendations spoke about last month are listed except for the classroom renovations for \$700,000 which will be discussed at the Committee of the Whole. Some of those recommendations include: employee premium holiday; musical instrument repairs and purchases; legal fees; transportation audit; and some carry over from previous committed funds.

General Fund

| | |
|--|-----------------|
| Non-Spendable Inventories | \$75,509.20 |
| Restricted – Self Insurance | \$3,404,000.52 |
| Assigned – Self Insurance | \$1,280,649.48 |
| Committed – Fiber Optic Network | \$1,274,178.48 |
| Assigned – Subsequent Year's Budget – Carryover | \$2,319,245.00 |
| Assigned – Subsequent Year's Budget – Employee Premium Holiday | \$365,000.00 |
| Assigned – Subsequent Year's Budget – Musical Instrument Repairs and Purchases | \$100,000.00 |
| Assigned – Subsequent Year's Budget – Legal Fees | \$20,000.00 |
| Assigned – Subsequent Year's Budget – Transportation Audit | \$10,000.00 |
| Assigned – Future Maintenance Projects | \$1,544,875.00 |
| Assigned – Future Software Purchase | \$269,986.00 |
| Assigned – Future Career and Technical Education Facilities and Equipment | \$300,000.00 |
| Unassigned Fund Balance – Working Capital Needs | \$23,432,807.18 |
| | \$34,396,250.86 |

Special Revenue Trust Fund 21

| | |
|--------------------|--------------|
| Restricted - Gifts | \$345,520.29 |
|--------------------|--------------|

School Stores Fund 22

| | |
|--------------------------|-------------|
| Assigned – School Stores | \$73,309.26 |
|--------------------------|-------------|

Sheboygan Public Education Foundation Fund 25

| | |
|--------------------|--------------|
| Restricted – Gifts | \$202,492.66 |
|--------------------|--------------|

Non-Referendum Debt Service Fund 38

Restricted – Retirement of Long term Debt \$528,461.92

Referendum Debt Service Fund 39

Restricted – Retirement of Long term Debt \$369,858.63

Capital Expansion Fund 41

Restricted – Capital Projects \$1,032,114.75

Food Service Fund 50

Restricted – Food Service \$454,039.33

Employee Benefit Trust Fund 73

Restricted - OPEB \$13,299,840.71

Community Service Fund 85

Assigned – Subsequent Year’s Budget \$115,000.00

Unassigned Fund Balance – Working Capital Needs \$688,409.93

\$803,409.93

8. Gifts

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

Mr. Samet wanted to especially thank Marcus Theatres Corporation, Johnsonville Sausage, LLC and the Torke Roasting Coffee Co. for their generous gifts.

From the committee meeting:

Moved by Ms. Reinthaler, seconded by Dr. Hein 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> | | | |
| Appetizer Gift Cards | Applebee’s | North Being North Incentives | 800.00 |
| Monetary | David/Sandra Sachse | South Redwing Pantry/bus tokens | 500.00 |
| Monetary | APICS-Shoreline Chapter | North Being North Incentives | 50.00 |
| Monetary | Living Trust of George/Angelica Longo | North Food Pantry | 100.00 |
| Monetary | Kohler Waters Spa | South/Purchase bus tokens | 300.00 |
| Monetary | Carl/Mary Amundsen | South/Purchase bus tokens | 396.00 |
| Monetary | George/Angie Longo | South/Purchase bus tokens | 100.00 |
| Monetary | Kohler Credit Union | North Food Pantry | 70.00 |
| Book | St. Luke United Methodist Women | James Madison | 14.00 |
| <u>For Action</u> | | | |
| Movie Tickets | Marcus Theatres Corporation | SASD/Rewards, Incentives For Positive Academics/Behavior | 23,782.00 |
| Monetary | Johnsonville Sausage, LLC | Red Raider Manufacturing | 200,000.00 |
| Monetary | Torque Roasting Coffee Co. | Red Raider Manufacturing | 10,000.00 |
| Monetary | LTC Foundation | North-Project Grill | 2,500.00 |
| Monetary | LTC Foundation | South-Project Grill | 2,500.00 |
| Monetary | Kohler Credit Union | South-PBIS Rewards | 3,000.00 |

E. COMMITTEE OF THE WHOLE

1. Flexible Scheduling (Flex Mod)

From the committee meeting:

Administration provided an update on flexible scheduling (flex mod) at South High School for the 2015-16

school year. Mr. Harvatine expressed that he was very impressed with the South High School team with all the background work and getting to the point they are today with flexible scheduling. He noted there are some great success stories and also some bumps in the road and that staff provided great solutions and ways to work with parents and/or students creatively. Mr. Trimberger noted as reflecting back on the last 45 days of school there were a lot less bumps in the road than anticipated; however, there are still issues they are continuing to work on. He added one of the biggest challenges was not having a grade book and due to flex mod they did not have attendance and with that still had many successes. Mr. Trimberger and Mr. Formolo reviewed several schedule examples and explained in depth those with conflicts and how they handled those conflicts. Mr. Trimberger added the flexible scheduling gave students more responsibility but also more freedom and some students were making bad choices. Attendance dipped to 92% and there was an increase in referrals in the first quarter. For some students if there was a conflict with their schedules, initially they had to decide which class to take, but now they can choose both classes. They highlighted many successes to flex mod such as teacher collaboration and accountability to each other. There are many interventions in place for students and personal learning time which is now called academic learning time. Mr. Formolo referenced the big concern with the schedules are the conflicts and that was the focus of discussion with staff. This semester there was an open café and overlapping lunches which they had thought would help with flexibility; however, next semester the schedule will be adjusted so while the juniors and seniors have homeroom the freshman and sophomores will have lunch and vice versa. This will reduce lunch conflicts and add a natural flow of classes. Mr. Mancl questioned how the transition times from classes occur and Mr. Formolo responded the last five minutes of any ending mod of class is a passing period. Mr. Mancl asked what the commitment was to flex mod and Mr. Trimberger responded in five years they will evaluate flex mod through passing grades, ACT, Aspire, and graduation rates.

2. Fund Balance Designation for Future North High School and Other Classroom Renovations

From the committee meeting:

Moved by Mr. Samet, seconded by Mr. Burg to approve the assignment of \$700,000 of general fund balance for future North High School and other classroom renovations. Motion failed for Mr. Samet and Mr. Burg withdrew their motions.

Mr. Boehlke provided an overview of the fund balance history comparisons to other years. The \$700,000 unassigned fund balance would become part of the total fund balance. Currently, the unassigned fund balance is at 19.4% and if \$700,000 is designated the unassigned fund balance would be at 18.8%. Dr. Sheehan further clarified that the North High School shell is part of the ten year plan. The intent is to have secured entrances at North and South High Schools. Mr. Harvatine spoke about the memo Mr. Nebel provided which summarizes the special education programming at North and the need for additional classroom space. Mr. Harvatine emphasized this is addressing special education programming as district-wide programming and will provide efficient and effective programming within our own schools. Historically, that reality has been through James Madison, Horace Mann and NHS. He summarized the options of moving the program to Tower or South versus being at North. Mr. Albright provided a presentation and explained the proposed North classroom remodeling. He spoke about the proposed secured front entrance and new general office to greet visitors, which is the same model as the elementary and middle schools.

Mr. Mancl suggested before taking action on this item at this time to instead provide another opportunity for community input. After further discussion the Board determined to bring this item back at the November 24, 2015 Regular Board of Education meeting as an action item.

3. Moved by Dr. Hein, seconded by Mr. Mancl to adjourn to Closed Session at 8:33 p.m. per Wisconsin State Statutes Sec. 19.85(1)(g) – To confer with legal counsel regarding pending litigation. A roll call vote was taken and motion carried unanimously. (Hein, Samet, Tuszynski, Mancl, Reinthaler, Gallianetti, Pothast, Burg, Martin)
4. Moved by Dr. Hein, seconded by Ms. Pothast to reconvene to Open Session at 10:18 p.m. All ayes. Motion carried unanimously.
5. Moved by Ms. Pothast, seconded by Dr. Hein to adjourn at 10:19 p.m.

F. SPECIAL BOARD COMMITTEES/ASSIGNMENTS

1. Legislative Breakfast – Mr. Samet reported that there was discussion regarding the transgender concerns with bathrooms and that no district present took a position on the topic. There was also discussion about referendums and whether schools should provide data information on students who commit a crime in school.
2. Ms. Martin provided an overview of the October 22, 2015 Heritage School Council meeting and minutes. She commented that she volunteered to do the research on possible signage for the site.
3. Human Growth and Development – Mr. Samet provided an overview of the November 2, 2015 meeting and there was some discussion as to the charge of the Human Growth and Development Committee.
4. Sheboygan Public Education Foundation – Ms. Pothast reported that she recently attended the Foundation’s annual meeting where they talked about future projects. She also noted they had the highest attendance to date for the “All in for Education” event.
5. Sheboygan Sustainable Task Force – Mr. Burg reported that the focus of the committee is to develop a sustainability website, and they will be looking at increasing composting, recycling, and helping to create a rain barrel program.

COMMUNICATIONS

Communications were received and noted.

FUTURE MEETING DATES

December 8, 2015 Committee meetings begin at 6:00 p.m. with the Regular Board of Education meeting beginning at 6:30 p.m.

ADJOURN

Moved by Mr. Mancl, seconded by Ms. Pothast to adjourn at 8:24 p.m. All ayes. Motion carried unanimously.

jjh

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