

*Starting/ending times may vary

Note: This Committee will meet in Room 3201.

(A quorum of the Board may be present)

**REPORT TO THE FINANCE & BUDGET COMMITTEE
 AGENDA**

2 min. **1. FUND 41 CAPITAL PROJECTS – Mr. Mark Boehlke (Action)**

Administration recommends the acceptance of the report on the Capital Projects fund for audit.

	Capital Projects Appropriation	Interest Earned To Date	Expenses To Date	Under Appropriation
CAP IMPROV PRIOR				
A. YEARS	4,453,675.89		3,430,639.32	1,023,036.57
B. CAPITAL IMPROVEMENTS 2016-17				
a. Asbestos	35,000.00		5,526.25	29,473.75
b. Assessments	70,000.00		0.00	70,000.00
c. Auditoriums	10,000.00		0.00	10,000.00
d. Blacktop	90,000.00		0.00	90,000.00
e. Bleachers	10,000.00		0.00	10,000.00
f. Door Hardware	43,000.00		0.00	43,000.00
g. Electrical	15,000.00		0.00	15,000.00
h. Facilities Upgrades	280,000.00		0.00	280,000.00
i. Fence	20,000.00		0.00	20,000.00
j. HVAC	37,000.00		0.00	37,000.00
k. Lighting Upgrades	12,000.00		0.00	12,000.00
l. Plumbing	20,000.00		0.00	20,000.00
m. Roofs	400,000.00		0.00	
n. Building Envelopes	60,000.00		0.00	60,000.00
	<u>1,102,000.00</u>		<u>5,526.25</u>	<u>696,473.75</u>
Total Fund 41	5,555,675.89	98,748.39	3,436,165.57	2,218,258.71

1 min. **2. STATEMENT OF CASH FLOW – Mr. Mark Boehlke (Action)**

Administration recommends the approval of the Statement of Cash Flow through September.

1 min. **3. BUDGET REVISIONS & TRANSFERS OF APPROPRIATIONS – Mr. Mark Boehlke (Information)**

Budget Revisions and Transfers are not made until after the final original budget is adopted by the Board in October.

1 min. **4. REVENUES & EXPENDITURES REPORTS – Mr. Mark Boehlke (Action)**

Administration recommends the approval of the Revenue & Expenditures reports through September.

5 min. **5. FUND BALANCE DESIGNATION – Mr. Mark Boehlke (Action)**

Administration recommends the designation of District fund balance as follows:

	June 30, 2016
<u>General Fund 10</u>	
Non-spendable Inventories	\$73,700.05
Restricted - Self Insurance	\$4,722,693.00
Committed - Fiber Optic Network	\$1,274,178.48
Assigned - Subsequent Year's Budget - Carryover	\$2,162,141.00
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 - Equipment Purchase for Science Labs	\$75,000.00
Assigned - Subsequent Year's Budget - ELC SE Staffing	\$70,000.00
Assigned - Future Maintenance Projects	\$716,326.85
Assigned - Future Software Purchase	\$259,984.95
Assigned - Future Classroom Upgrades	\$357,999.00
Assigned - Future Athletic/PE Facility Upgrades	\$750,000.00
Assigned - Future Land Acquisition	\$200,000.00
Assigned - Vehicle Purchase for Special Education Program	\$30,000.00
Assigned - Future Phone System Purchase	\$1,000,000.00
Assigned - House Project	\$44,127.74
Unassigned Fund Balance: Working Capital Needs	<u>\$23,355,015.00</u>
Total General Fund Balance	\$35,211,166.07
Ensuing Year Fund 10 and Fund 27 Budgeted Expenses	\$122,963,022.00
Board Policy For Unassigned Fund Balance Percentage	15% - 20%
Unassigned Fund Balance Percentage	19.0%
Total Fund Balance Percentage	28.6%
<u>Special Revenue Trust Fund 21</u>	
Restricted - Gifts	\$331,909.79
<u>School Stores Fund 22</u>	
Assigned - School Stores	\$87,017.65
<u>Sheboygan Public Education Foundation Fund 25</u>	
Restricted - Gifts	\$203,502.68
<u>Non-Referendum Debt Service Fund 38</u>	
Restricted - Retirement of Long-term Debt	\$499,739.80
<u>Referendum Debt Service Fund 39</u>	
Restricted - Retirement of Long-term Debt	\$361,807.93
<u>Capital Expansion Fund 41</u>	
Restricted - Capital Projects	\$1,373,675.57
<u>Long Term Capital Improvement Trust Fund 46</u>	
Restricted - Capital Projects	\$500,000.00

Capital Project Fund 49

Restricted - Capital Projects (Red Raider Manufacturing) \$(685,929.02)

Food Service Fund 50

Restricted - Food Service \$690,574.66

Employee Benefit Trust Fund 73

Restricted - OPEB \$14,740,632.00

Community Service Fund 85

Assigned - Subsequent Year's Budget \$231,000.00

Unassigned Fund Balance: Working Capital Needs \$784,625.75

Total Community Service Fund Balance **\$1,015,625.75**

5 min. **6. TABULATION OF BIDS - FREEZER – Mr. Mark Boehlke (Action)**

The administration recommends the purchase and installation at Urban Middle School of a Leer walk-in freezer from DeTroye Electrical Service in the amount of \$30,005. This purchase will be paid from Fund 50.

<u>BIDDER</u>	<u>BID AMOUNT</u>
Streich	\$29,910
DeTroye	\$30,005
Boelter	\$32,549

2 min. **7. FARM TO SCHOOL GRANT – Mr. Mark Boehlke/Ms. Judi Smith (Information/Possible Action)**

The administration requests approval to submit a grant application for the USDA Farm to School Grant in the amount of \$100,000.

2 min. **8. USDA EQUIPMENT GRANT – Mr. Mark Boehlke/Ms. Judi Smith (Information/Possible Action)**

The administration requests approval to submit a grant application for the USDA Equipment Grant in the amount of \$50,000.

1 min. **9. GIFTS – Mr. Mark Boehlke (Action)**

Administration presents the following list of gifts to the district, requesting approval for those \$2500 and greater.

<u>Gift</u>	<u>Donor</u>	<u>Building/Program</u>	<u>Amount</u>
<u>For Information</u>			
Monetary	Michael/Darcy Johnson	NHS Connect 4 Success	50.00
Monetary	Alliant Energy Foundation	Wilson	300.00
Supplies/Tools	Judie M. Kinate	IDEAS Academy/Mosaic	185.52
Algebra Books	Judie M. Kinate	North, Special Education	217.66
Galileo Thermometer	Mary E. Grebe	North	130.00
<u>For Action</u>			
Monetary	Sheboygan Early Bird Foundation, Inc.	Red Raider Manufacturing	10,000.00
Monetary	Jos. Schmitt Construction Legacy Fund	Red Raider Manufacturing	10,000.00

Office of the Superintendent
SHEBOYGAN AREA SCHOOL DISTRICT
Sheboygan, Wisconsin

Tuesday, November 8, 2016
Starting Time: 6:00 – 6:40 p.m.*
CHAIR: Ms. Pothast
MEMBERS: Mr. Mancl, Vice Chair
Ms. Martin
Mr. Madden
(a quorum of the Board may be present)

NOTE: This meeting will be held in the Board Room.

**Starting time is approximate*

**REPORT TO THE CURRICULUM & INSTRUCTION COMMITTEE
AGENDA**

- 1 Min. 1. **DIPLOMAS – Mr. Seth Harvatine** (Information/Action)
- The administration at South High School recommends a high school diploma be awarded to Brandon Ball, class of 2012 and Chansouk Her, class of 2016. Mr. Ball and Ms. Her have met all requirements to receive their diplomas.
- 5 Min. 2. **INTRODUCTION OF NEW COURSES – Mr. Seth Harvatine/Mr. Larry Brahan** (Information/Possible Action)
- The administration recommends the adoption of the following courses for the 2017-18 school year:
- Anthropology 1 & 2 (North)
 - Descriptive Physics 1 & 2 (North and South)
 - Physics 1A & 2A - (South)
- 5 Min. 3. **GRADE 3-8 INTERIM ASSESSMENT UPDATE – Mr. Seth Harvatine/Mr. Jacob Konrath** (Information/Discussion)
- The administration will provide an update to the school board regarding Grade 3-8 interim assessments.
- 2 Min. 4. **2018 FRENCH HOMESTAY/IMMERSION FIELD TRIP – Mr. Seth Harvatine** (Information/Action)
- The administration recommends the approval of South High School students to travel to Bordeaux and Paris, France from March 20-30, 2018 to further develop their understanding of French culture and language, as per Policy 2340.
- 2 Min. 5. **CONCORDIA LANGUAGE VILLAGES – LANGUAGE CAMP FIELD TRIP – Mr. Seth Harvatine** (Information/Action)
- The administration recommends the approval of North High School students to travel to Bemidji, Minnesota, from February 23-26, 2017 to experience language immersion, cultural enrichment and to enhance the curriculum for North High School students and staff as per Policy 2340.
- 2 Min. 6. **COSTA RICA SERVICE LEARNING FIELD TRIP – Mr. Seth Harvatine** (Information/Action)
- The administration recommends the approval of IDEAS High School students to travel to Costa Rica from June 11-21, 2017 to experience language immersion, cultural enrichment and service learning by helping with projects at the area school as per Policy 2340.

- 3 Min. 7. **INTRODUCTION (FIRST READING) OF REVISED BOARD OF EDUCATION POLICY 5320 – IMMUNIZATION – Mr. Seth Harvatine/Ms. Lori Hamilton** (Discussion/Possible Action)

The administration recommends the introduction (first reading) of the following revised policy:

- Policy 5320 – Students; Immunization

- 3 Min. 8. **INTRODUCTION (FIRST READING) OF REVISED BOARD OF EDUCATION POLICY 2700.01 – SCHOOL PERFORMANCE AND ACCOUNTABILITY REPORT – Mr. Seth Harvatine/Mr. Jake Konrath** (Discussion/Possible Action)

The administration recommends the introduction (first reading) of the following revised policy:

- Policy 2700.01 – Program; School Performance and Accountability Report

- 3 Min. 9. **INTRODUCTION (FIRST READING) OF REVISED BOARD OF EDUCATION POLICY 5113 – OPEN ENROLLMENT PROGRAM – Mr. Seth Harvatine/Mr. Jake Konrath** (Discussion/Possible Action)

The administration recommends the introduction (first reading) of the following revised policy:

- Policy 5113 – Students; Open Enrollment Program

- 3 Min. 10. **INTRODUCTION (FIRST READING) OF REVISED BOARD OF EDUCATION POLICY 5230 – RELEASE OF STUDENTS TO AUTHORIZED PERSONS – Mr. Seth Harvatine** (Discussion/Possible Action)

The administration recommends the introduction (first reading) of the following revised policy:

- Policy 5230 – Students; Release of Students to Authorized Persons

- 3 Min. 11. **INTRODUCTION (FIRST READING) OF REVISED BOARD OF EDUCATION POLICY 5200 – ATTENDANCE – Mr. Seth Harvatine** (Discussion/Possible Action)

The administration recommends the introduction (first reading) of the following revised policy:

- Policy 5200 – Students; Attendance

- 3 Min. 12. **INTRODUCTION (FIRST READING) OF REVISED BOARD OF EDUCATION POLICY 5463 – CREDITS FROM NONPUBLIC SCHOOLS – Mr. Seth Harvatine** (Discussion/Possible Action)

The administration recommends the introduction (first reading) of the following revised policy:

- Policy 5463 – Students; Credits From Nonpublic Schools

- 3 Min. 13. **INTRODUCTION (FIRST READING) OF REVISED BOARD OF EDUCATION POLICY 5830 – STUDENT FUNDRAISING – Mr. Seth Harvatine** (Discussion/Possible Action)

The administration recommends the introduction (first reading) of the following revised policy:

- Policy 5830 – Students; Student Fundraising

*Ending time may vary

Note: This Committee will meet in Room 3201

(a quorum of the Board may be present)

**REPORT TO THE HUMAN RESOURCES COMMITTEE
AGENDA**

3 min. **1. APPOINTMENTS – Ms. Andrea Holschbach** (Confirming Action)

The administration recommends that the following appointments be confirmed:

TEACHER

T Jay Lutz	Music Teacher	UW-Stevens Point	Bachelor's Degree
Oostburg, WI	Cooper	1 year of experience	\$28,133.10 (prorated)

Mr. Lutz has been hired for the 2016-2017 school year as an Instrumental Music Teacher traveling between Cooper Elementary School, Cleveland Elementary School, Longfellow Elementary School, and Madison Elementary School. He received his degree from the University of Wisconsin-Stevens Point in May 2015. He is certified in Instrumental Music birth to age 21. He was one of two candidates interviewed.

EDUCATIONAL ASSISTANTS

Desiree Buck	Early Learning Center	October 13, 2016	\$11.50 per hour
Amy Matczak*	Grant	November 2, 2016	\$11.50 per hour
Kimberly Pudwill	North	October 3, 2016	\$11.50 per hour
Mai Pa Thao	Horace Mann	October 17, 2016	\$13.20 per hour

FOOD SERVER

Samantha Frias	Jackson	October 26, 2016	\$10.50 per hour
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NOON SUPERVISORS

Nicole Merrill	Wilson	October 10, 2016	\$7.71 per hour
Elizabeth Murillo	Jefferson	October 10, 2016	\$7.47 per hour
Terry Schlotthauer	Jackson	October 13, 2016	\$7.47 per hour
Soydet Zamudio Alcantar	Cooper	October 10, 2016	\$7.47 per hour

STUDENT LIFEGUARDS

Mark Eckelaert*	North	October 13, 2016	\$7.25 per hour
Ariel Flegel	North	October 13, 2016	\$7.25 per hour
Keely Sipiorski	North	October 13, 2016	\$7.25 per hour

SUBSTITUTE EDUCATIONAL ASSISTANT

Spencer Sandow

SUBSTITUTE FOOD SERVER/COOK

Cindy Schieble

SUBSTITUTE SECRETARY

Kathleen Miley

SUBSTITUTE TEACHERS

Mykalene Bordeau	Degreed, Non-Certified Substitute
Timothy Crowns*	Physical Education, Adaptive Physical Education, Health, grades Pre K-12
Debra Desmoulin	Spanish, French, grades 7-12
Natalie Detienne*	Biology, ages 10-21
Corryn Gosse	Regular Education, ages birth-11
Kelley Heflin	Degreed, Non-Certified Substitute
Cathy Hoffmann	Elementary/Middle Level Education, grades 1-8

Kimberly Johnson	English, ages 10-21 (SASD Teacher on leave of absence for 2016-2017)
Julie Koleno	Elementary/Middles Level Education, Pre-K-Kindergarten
Claire Kniep	Regular Education, ages birth-11
Shaina Kretchmer	Physical Education, Adaptive Physical Education, Health, Coaching Athletics, ages birth-21
Phyllis Ladwig	Intellectual Disabilities, grades Pre K-12
Elizabeth Reinke	Regular Education, ages birth-11
Brooke Scherer	School Counselor, ages 10-21
Nilanjana Sen	Degreed, Non-Certified Substitute
Andrew Vang	Degreed, Non-Certified Substitute
Chad Vigeland	English, ages 10-21

EXTRA PAY FOR EXTRA SERVICE (COACH/ADVISOR)

North

Mitchell Elmer**	External Candidate	Assistant Wrestling Coach	\$2,743.00
Royal Gingery	Internal Candidate	Drum Line Advisor	\$4,250.00
Laurie Hylen**	External Candidate	Assistant Softball Coach	\$2,743.00
Frank Juarez	Internal Candidate	EXPO Advisor (50% Job Share)	\$750.00
Peggy Pankratz	Internal Candidate	Future Business Leaders of America Advisor	\$2,931.30
Charles Stone	Internal Candidate	Assistant Stage Crew Advisor	\$1,372.00
Rebecca Van Zeeland	Internal Candidate	EXPO Advisor (50% Job Share)	\$750.00

RECREATION DEPARTMENT

Amanda Rodriguez**	Rec. Dept/Fitness Instructor	10/3/2016	\$9.00
Tim Drees**	Rec. Dept/Flag Football Ref	10/3/2016	\$10.50 per game

*Relative of SASD employee

**Not a SASD employee

3 min. **2. RESIGNATIONS – Ms. Andrea Holschbach** (Information)

The following resignations have been granted:

Heidi Cain	Substitute Teacher	N/A	June 4, 2016
Leslie Davis	Sub. Noon Supervisor	Jackson	October 12, 2016
Jane Gress	Food Server	Jefferson	October 14, 2016
Linda Herber	Sub. Noon Supervisor	Jackson	October 12, 2016
Bonnie Lemke	Substitute Secretary	N/A	October 27, 2016
Christopher Lenz	EXPO Advisor	North	October 25, 2016
Michael Looby	Asst. Wrestling Coach	South	October 11, 2016
Stefanie Lukomski	Sub. Food Server	School Nutrition	October 20, 2016
Frederick Martin	Head Boys Swim Coach	North	October 10, 2016
Carrie McGoldrick	Student Council Advisor	North	October 26, 2016
Laura Michel	Paid Volunteer Girls Tennis	North	October 20, 2016
Cindy Schieble	Sub. Food Server	School Nutrition	October 11, 2016
Diane Senkbeil	Lifeguard	North	October 5, 2016
Stephanie Stadmueller	After School Prog. Asst.	Central	October 20, 2016
Jessica Wood	Teacher	Horace Mann	November 18, 2016
Ashley Zimmer	Noon Supervisor	Sheridan	October 11, 2016
Dustin Zimmer	Sub. Noon Supervisor	Sheridan	October 11, 2016
Michelle Zimmer	Noon Supervisor	Sheridan	October 11, 2016

2 min. **3. RETIREMENTS – Ms. Andrea Holschbach** (Action)

The administration recommends the following request to retire be granted and the employee be recognized for her years of service per board policy.

Barbara Emerson	Educational Assistant	South	17.6 years of service
Peggy Free	Educational Assistant	South	16.2 years of service

12 min. **4. SUPERINTENDENT SEARCH UPDATE – Ms. Andrea Holschbach** (Information/Possible Action)

- Discuss next steps in Superintendent search

5 min. **5. ELECTRONICS/PC SUPPORT RESTRUCTURING – Ms. Andrea Holschbach/Mr. Mark Boehlke**
(Information/Possible Action)

Administration will provide information regarding a proposed restructuring of the Electronics and PC Support Services Departments.

Office of the Superintendent
SHEBOYGAN AREA SCHOOL DISTRICT
Sheboygan, Wisconsin

Tuesday, November 8, 2016
Starting Time: 6:40 p.m. – 6:55 p.m.
CHAIR: Mr. Burg
MEMBERS: Ms. Martin, Vice Chair
Ms. Pothast
Mr. Madden
(a quorum of the Board may be present)

NOTE: This meeting will be held in the Board Room.

**Starting time is approximate*

**REPORT TO THE FACILITIES/RECREATION/THEATRE COMMITTEE
AGENDA**

- 5 Min. **1. COMMUNITY RECREATION DEPARTMENT ADVISORY COUNCIL MEETING MINUTES – Mr. John Koehler** (Information)
- The administration will present the minutes from the Recreation Department Advisory Council’s September 22, 2016 meeting.
- 5 Min. **2. COMMUNITY RECREATION DEPARTMENT SHEBOYGAN PUBLIC EDUCATION FOUNDATION GRANT RECEIPT REPORT – Mr. John Koehler** (Information)
- The administration will present a report of the Sheboygan Public Education Foundation (SPEF) grant that was received for soccer player shelters.
- 2 Min. **3. SHEBOYGAN THEATRE COMPANY’S FINANCIAL REPORT – Mr. John Koehler** (Action)
- The administration recommends the acceptance of the financial report for the periods of July 1-September 30, 2016
- 2 Min. **4. COMMUNITY RECREATION DEPARTMENT FINANCIAL REPORT – Mr. John Koehler** (Action)
- The administration recommends the acceptance of the financial report for the periods of July 1-September 30, 2016.
- 1 Min. **5. FACILITY PERMIT REPORT – Mr. John Koehler** (Information)
- The administration will present the Facility Permit Report for the period of October 1-31, 2016 for information.