

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

**BOARD OF EDUCATION
SHEBOYGAN AREA SCHOOL DISTRICT
Sheboygan, Wisconsin
REGULAR MEETING MINUTES
Tuesday, October 27, 2015**

The regular meeting of the Board of Education of the Sheboygan Area School District was held on Tuesday, the 27th day of October 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 6:03 p.m.

Present: Dr. Susan Hein, Ms. Barbara Tuszynski, Mr. Larry Samet, Mr. Mark Mancl (arrived at 6:05 p.m.), 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. Reinthaler, seconded by Dr. Hein to approve the agenda. 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 September 22, 2015, Special Session meeting of September 29, 2015 and Closed Session meeting of September 29, 2015. All ayes. Motion carried unanimously.

DIPLOMA

Moved by Ms. Pothast, seconded by Ms. Tuszynski to approve the Curriculum & Instruction Committee's recommendation to award a high school diploma to Estefani Olmedo, Central High School class of 2015. All ayes. Motion carried unanimously.

STUDENT REPRESENTATIVES

Mr. Ricardo Cruz, Central High School student representative talked about the beginning of the school year and the implementation of the new cell phone policy that has been well received by students. He commented that Central High School is a great place to be as it allows many opportunities for students to become engaged. Ms. Jennifer Garcia Flores, Warriner High School student representative talked about how Warriner High School provided the opportunity for her to get away from bullying issues she was going through. She further commented that the school feels more like a family to her where the teachers are considered her friends. Ms. Hannah Staats, IDEAS Academy student representative talked about how they use restorative circles to resolve issues when multiple people are involved. This process allows all students to express their concerns and come up with a resolution that is satisfactory for all. She commented that her experience with the cell phone policy has been positive.

COMMUNITY INPUT

There was no community input.

SUPERINTENDENT'S REPORT

Dr. Sheehan provided his report to the school board which included a clarification of the excess funds it has been reported we are receiving and that it is not additional funds to the district budget. The District has received a youth project grant in the amount of \$50,000. The funds are provided under the McKinney-Vento Homeless Education Assistance Act. He reported that work is scheduled to begin on the east parcel and that Joseph Schmitt & Sons is the general contractor. He also noted that he and Ms. Marcia Reinthaler attended the N.E.W. Manufacturing Alliance event and finally, he thanked Ms. Kali Thiel, Sheboygan Press, for her services with the school district and wished her well in her new position at Concordia University.

MISCELLANEOUS

President Gallianetti explained that the school board will need to stop promptly at 7:00 p.m. for the budget presentation.

A. Fund Balance Designations

Moved by Mr. Burg, seconded by Ms. Tuszynski to approve administration's recommendation to assign \$365,000 of the undesignated reserve fund and use as a premium holiday for employees which would equate to a \$150 premium holiday for current employees that are on the single plan, \$300 for those on the limited family plan, and \$450 for those on the family plan. A roll call vote was taken and carried 7-2 (Samet, Mancl – no).

Moved by Mr. Mancl, seconded by Ms. Reinthaler to approve administration's recommendation to assign \$505,000 for maintenance projects, \$100,000 for musical instruments, \$20,000 for legal fees, and \$10,000 for transportation audit of the undesignated reserve fund. All ayes. Motion carried unanimously.

Dr. Sheehan reviewed the Executive Summary and highlighted where reductions or increases were made within the recommendations. Mr. Albright and Mr. Bull talked about the North High School renovation and that it remained a recommendation due to the addition of students from the Willowglen program, the security and safety entrance plan which will create a single secure entrance within North High School, the HVAC work along with all costs associated with the remodeling of the shell space, and the Red Raider Manufacturing project future classroom needs. The North High School renovation will be discussed again in November.

B. Adoption (Second Reading) of Revised Board of Education Bylaw 0140 - Vacancies

Moved by Mr. Mancl, seconded by Ms. Pothast to approve the adoption (second reading) of revised Board of Education Bylaw 0142.5 – Vacancies and Bylaw 0145 - Sexual and Other Forms of Harassment. All ayes. Motion carried unanimously.

C. Adoption (Second Reading) of Revised Board of Education Bylaw 0100 - Definitions

Moved by Ms. Pothast, seconded by Mr. Burg to approve the adoption (second reading) of revised Board of Education Bylaw 0100 – Definitions. All ayes. Motion carried unanimously.

D. Adoption (Second Reading) of Revised Board of Education Policy 6320 – Purchasing

Moved by Ms. Reinthaler, seconded by Ms. Pothast to approve the adoption (second reading) of revised Board of Education Policy 6320 – Purchasing. All ayes. Motion carried unanimously.

E. Introduction (First Reading) of Revised Board of Education Bylaw 0170 – Duties

Moved by Mr. Mancl, seconded by Dr. Hein to approve the introduction (first reading) of revised Board of Education Bylaw 0174.3 – Other Reports. All ayes. Motion carried unanimously.

F. Introduction (First Reading) of Revised Board of Education Policy 1241 – Non-Reemployment of the District Administrator

Moved by Mr. Burg, seconded by Ms. Reinthaler to approve the introduction (first reading) of revised Board of Education Policy 1241 – Non-Reemployment of the District Administrator. All ayes. Motion carried unanimously.

G. Introduction (First Reading) of Revised Board of Education Policy 1260 – Incapacity of the District Administrator

Moved by Ms. Pothast, seconded by Mr. Burg to approve the introduction (first reading) of Board of Education Policy 1260 – Incapacity of the District Administrator. All ayes. Motion carried unanimously.

H. Public Hearing on the 2015-2016 Budget – 7:00 p.m.

Mr. Boehlke presented the preliminary budget for all funds in the amount of \$132,362,983 and stated that this represents a balanced budget. Total expenditures for the District have increased at an average rate of 0.53% over the last four years. General state aid for the Sheboygan Area School District increased \$3.5 million. Mr. Boehlke noted that it is important to

clarify that increases in state aid does not provide additional revenue to the District – it decreases the amount of the local tax levy. He further reported that student enrollment is also an important factor in determining revenue. The Sheboygan Area School District third Friday count shows our student enrollment FTE is up 1.5% to 10,195, which positively impacts our three-year resident membership for revenue cap calculation.

President Gallianetti opened the meeting to receive community input into the 2015-16 budget. There was no community input given.

I. Adoption of Original Budget and Certification of Tax Levy for the 2015-2016 Budget

Moved by Ms. Reinthaler, seconded by Mr. Burg to approve the adoption of the 2015-2016 original budget in the amount of \$132,362,983 and certification of the property tax levy in the amount of \$39,053,604. Motion carried 8-0 (Mr. Samet was not present for vote (excused at 8:39 p.m. and returned at 8:41 p.m.).

REPORT OF COMMITTEES

A. CURRICULUM & INSTRUCTION COMMITTEE

Moved by Ms. Pothast, seconded by Ms. Tuszynski to approve agenda items #2, #5, #6, #7, #8, and #9. All ayes. Motion carried unanimously.

1. Diploma

From the committee meeting:

Moved by Ms. Tuszynski, seconded by Mr. Mancl to approve Central High School administration’s recommendation to award a high school diploma to Estefani Olmedo, class of 2015. All ayes. Motion carried unanimously.

2. WASC Fall Leadership Institute

From the committee meeting:

Moved by Mr. Mancl, seconded by Ms. Tuszynski to approve Farnsworth Middle School students to travel to Wisconsin Dells, WI October 11-12, 2015 to attend the WASC Fall Leadership Institute. All ayes. Motion carried unanimously.

Mr. Harvatine noted that there was a misstep in the processing of the paperwork for the fieldtrip which is why the committee is receiving the information after students have already attended.

3. Summer School Report

From the committee meeting:

Mr. Ledermann provided a summary of the 2015 summer school. He reported there was a decrease in resident students but an increase in non-resident students. The total number of resident students that attended summer school was 3,041 and 216 non-resident students. Mr. Ledermann will begin exploring how they can engage high school students in more opportunities for summer school and not just credit recovery.

4. Class Size Report

From the committee meeting:

Mr. Konrath provided an overview of the class size report and talked about the middle school class sizes which may be a result of how scheduling is being done. Administration will be reviewing the middle schools more closely. Overall, he feels the report is trending in the right direction. He commented that it will likely be awhile before the District will begin to see class sizes going back to where we would like to see them, but considering increased enrollment, we are doing well.

5. Introduction (First Reading) of Revised Board of Education Policy 5451.02 – Technical Excellence Higher Education Scholarship

From the committee meeting:

Moved by Ms. Tuszynski, seconded by Mr. Mancl to approve the introduction (first reading) of revised Board of Education Policy 5451.02 – Technical Excellence Higher Education Scholarship. All ayes. Motion carried unanimously.

Mr. Harvatine commented that the revisions to this policy are a result of state law changes.

6. Introduction (First Reading) of Revised Board of Education Policy 5460 – Graduation Requirements

From the committee meeting:

Moved by Mr. Mancl, seconded by Ms. Tuszynski to approve the introduction (first reading) of revised Board of Education Policy 5460 – Graduation Requirements. All ayes. Motion carried unanimously.

Mr. Harvatine commented that the change to the policy is required as a result of Act 55. This policy will also be brought back to the Curriculum and Instruction Committee every year in the fall to review.

7. Introduction (First Reading) of Revised Board of Education Policy 5113.01 – Course Options

From the committee meeting:

Moved by Mr. Mancl, seconded by Ms. Tuszynski to approve the introduction (first reading) of revised Board of Education Policy 5113.01 – Course Options. All ayes. Motion carried unanimously.

Mr. Brahan reported that our current Board of Education policy states that we cannot defer tuition cost on to our parents. Then the law changed that Universities needed to begin charging the school district for students who take course(s) at an institution of higher education. Ms. Tuszynski asked if there is a concern that this may become a budgetary problem and Mr. Brahan noted that currently we have 651 students enrolled in a variety of classes. Lakeland College and the University of Wisconsin Oshkosh are giving us reduced tuition prices; however, the cost per credit is roughly \$90-100. Mr. Harvatine commented that the overall cost each year to the district is roughly \$100,000 and it is a line item budgeted amount each school year.

8. Introduction of New Courses

From the committee meeting:

Moved by Mr. Mancl, seconded by Ms. Tuszynski to approve administration's request to adopt the following new courses for the 2016-2017 school year: Advanced Acting (North only), Introduction to Theater (North only), Introduction to Digital Artistry (North only), Personal Finance (North only), and Intermediate Math (North and South). All ayes. Motion carried unanimously.

Mr. Jay Johnson, Mr. Frank Juarez, Mr. Tony Johannes, and Mr. Jason Bull presented course options. There was a correction that the Intermediate Math course will be offered at North and South High Schools. There were several questions with regards to each of the courses and Ms. Pothast commented that going forward with budget, etc. it will be very important that we have students in the classrooms and can justify where the numbers are. It was also noted that many of the course offerings have few kids; however, often there are two or three different classes going on in the same classroom at the same time which allows the high schools to be able to offer a variety of courses.

9. Career and Technical Education Equivalency Credit

From the committee meeting:

Moved by Ms. Tuszynski, seconded by Mr. Mancl to approve administration's recommendation of the following Career and Technical Education (CTE) courses as qualifying as mathematics credit: Principles of Engineering, Civil Engineering and Architecture, Personal Family Finance, and Accounting 1 & 2. All ayes. Motion carried unanimously.

Mr. Brahan reported that as a result of Act 63 it changed the number of math, science, and social studies credits required for high school graduation from two to three but the law also allowed local control. He added that two of the three credits must be taught by a certified math teacher. In July he will work with Mr. Eschen, Coordinator of

Information Technology to have the courses designated internally as math classes so they can become retroactive. These changes will be in effect for the 2016-2017 school year.

10. Fund Balance Designations

From the committee meeting:

Mr. Harvatine talked about administration’s recommendation that the Board assign specific amounts of the general fund balance in November for the purposes outlined in the Executive Summary. Dr. Sheehan added that the fund balance would be at 19.2 percent assuming that \$1.7 million would be designated for particular projects. Mr. MancI asked what interest the Curriculum & Instruction Committee would have with this discussion and Mr. Harvatine noted the \$100,000 musical instruments recommendation. He added that the District is significantly behind with repairs and replacement and that this is the perfect opportunity as there have not been available funds in the past. While it will not address every need with the instruments, it will put a good dent into getting instruments repaired. While there were other discussions concerning the Alumni Relations Development and other recommendations committee members preferred to have those discussions at the Committee of the Whole meeting. Ms. Tuszynski asked if there are other areas that the District should be putting the funds into and Dr. Sheehan reminded committee members that the problem is that these are one time dollars that would not be able to support ongoing program costs. There was also discussion with regards to the North High School shell space and the purpose of the space. It was also determined that discussions related to the recommended items that were not relevant to the Curriculum and Instruction Committee should be done as an entire school board.

B. HUMAN RESOURCES COMMITTEE

Moved by Ms. Reinthaler, seconded by Mr. Samet to approve agenda items #1, #2, #3, and #5. All ayes. Motion carried unanimously.

1. Appointments

From the committee meeting:

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

TEACHERS

Veronica Anderson	Adolescent Treatment Program	Old Dominion University	Bachelor’s Degree
Sheboygan, WI	Tower Academy	0 years of experience	\$19,149.94

Ms. Anderson has been hired for the 2015-2016 school year as an Adolescent Treatment Program Teacher. She received her degree from Old Dominion University in May 1995. She is certified in Instrumental Music, PK – 12. She was one of two candidates interviewed.

Lisa Borchers	Choral & Instrumental Music	Eastern Illinois University	Bachelor’s Degree
Cleveland, WI	Horace Mann	0 years of experience	\$20,000.00 (pro-rated)

Ms. Borchers has been hired for the first semester only of the 2015-2016 school year as an Instrumental, and General Music Teacher at Horace Mann Middle School. She received her degree from Eastern Illinois University in June of 1981. She is a certified Instrumental, Choral and General Music Regular Education Teacher, ages 6 – 13. She was the only candidate.

Hannah Brady	E.L.L.	UW-Green Bay	Bachelor’s Degree
Sheboygan, WI	Wilson/Jefferson	0 years of experience	\$39,361.71

Ms. Brady has been hired for the 2015-2016 school year as an English Language Learner Teacher at Wilson and Jefferson Elementary Schools. She received her degree from UW-Green Bay in June 2013. She is certified in Regular Education, ages 6 – 13; provisionally certified in E.L.L, ages 6 - 13. She was the only candidate.

Candy Chrisman	Reading/Math Interventionist	Viterbo University	Master’s Degree
Sheboygan, WI	Longfellow	5 years of experience	\$38,383.05 (pro-rated)

Ms. Chrisman has been hired for the 2015-2016 school year as a Reading and Math Interventionist at Longfellow

Elementary School. She received her degree from Viterbo University in August 2015. She is a certified Reading Specialist and Reading Teacher, PK – 12; Elementary Education, grades 1 – 6. She was one of two candidates.

Jason Giordano	Science Teacher	Lakeland College	Bachelor's Degree
New Holstein, WI	Warriner High School	5 years of experience	\$40,750.00 (pro-rated)

Mr. Giordano has been hired for the 2015-2016 school year as a Science Teacher at Warriner High School. He received his degree from Lakeland College in May 2008. He is provisionally certified in Physical Science, grades 9- 12. He was one of two candidates. He is certified in Biology/Life Science.

Sarah Klingbile	Science Teacher	Waynesburg University	Bachelor's Degree
Saukville, WI	South High	0 years of experience	\$35,319.16

Ms. Klingbile has been hired for the 2015-2016 school year as a Science Teacher at South High School. She received her degree from Waynesburg University in May 2010. She is provisionally certified in Physics and Biology, grades 9 - 12. She was the only candidate.

Adam Laborde	80% Physical Education	University of Northern Iowa	Bachelor's Degree
Sheboygan, WI	Mosaic	0 years of experience	\$30,638.34 (pro-rated)

Mr. Laborde has been hired for the 2015-2016 school year as an 80% Physical Education Teacher at Mosaic. He received his degree from the University of Northern Iowa in December 2014. He is certified in Physical Education, ages 6 - 21. He was one of three candidates interviewed.

ASSISTANT WELLNESS COORDINATOR 50%

Sarah Seifert	Human Resources	September 23, 2015	\$24.00 per hour
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SUBSTITUTE TEACHERS

Heidi Brown	Initial Educator – Regular Education Elementary/Middle Education (also sub EA)
Candy Chrisman	Professional Regular Education Grades 1 – 6, Reading PK – 12
Deborah Ericsson	Life License – Elementary/Middle Education Grades 1 – 6
Wayne Featherston	Short-term Substitute Permit
Ashley Holler	Initial Educator-Regular Education, Math - Middle Childhood – Early Adolescence
Christopher Kettles	Initial Educator-Regular Education, History and Political Science Early Adolescence– Adolescence
Barb Kleine	Retired SASD Physical Education Teacher
Stephanie Kroener	Initial Educator-Regular Education Elementary/Middle Education
Maureen Krueger	Professional Regular Education Grades PK – 12, Reading
Lois McHenry	Retired SASD Cross Categorical/Special Ed Teacher
Kristin Peterson	Professional Regular Education Grades K - 12
Peggy Reynolds	Professional Regular Education Grades 1 - 6
Glynnis Shircel	Short-term Substitute Permit
Randall Sohn	Life License - Elementary/Middle Education Grades 1 – 8
Lisa Vihos	Short-term Substitute Permit
Geoff Wigdahl	Retired SASD Special Education Teacher

FOOD SERVER

Carolyn Christie	Cooper	September 17, 2015	\$10.50 per hour
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NOON SUPERVISION

Debra Bartzen	Pigeon River	September 4, 2015	\$7.47 per hour
Lori Bray-Levinsohn	ESAA	September 22, 2015	\$7.47 per hour
Amber Cody	Pigeon River	September 10, 2015	\$7.47 per hour
Susan Haen	Cleveland	September 9, 2015	\$7.47 per hour
Jennifer Moreland	Grant	September 1, 2015	\$7.47 per hour
Carrie Peterson	Grant	September 1, 2015	\$7.47 per hour
Rachel Richardson	Madison	September 1, 2015	\$7.47 per hour
Teresa Ruiz	Wilson	September 9, 2015	\$7.47 per hour
Judith Thiel	Wilson	September 16, 2015	\$7.47 per hour

Latricia Trotter	Pigeon River	September 9, 2015	\$7.47 per hour
Nicole Van Der Sande	Wilson	September 10, 2015	\$7.47 per hour

EDUCATIONAL ASSISTANT

Trisha Balma	ELC	September 3, 2015	\$11.50 per hour
Christina Becker	Sheridan	September 22, 2015	\$11.50 per hour
Brooke Halverson	Madison	September 21, 2015	\$11.50 per hour
Kimberly Nichols	Cooper	September 14, 2015	\$11.50 per hour
Megan Wene	North High School	September 2, 2015	\$11.50 per hour
Pa Ker Xiong	Grant	September 8, 2015	\$11.62 per hour

SECRETARY

Penny Senkbeil	Cooper Head Secretary	September 8, 2015	\$13.85 per hour
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EXTRA PAY FOR EXTRA SERVICE (COACH/ADVISORS)

North High

William Greenwood	Assistant Football Coach	\$1,509.00 (job share)
Jonathan Hess	External Candidate Assistant Football Coach	\$1,509.00 (job share)
Jason King	Assistant Football Coach	\$3,018.00
Barb Kleine	External Candidate Assistant Girls' Golf Coach	\$1,647.00
Logan Stryssick	External Candidate Assistant Boys' Soccer Coach	\$2,743.00
Alee Vang	External Candidate After-School Advisor	\$16.50 per hour

South High

Alex Diedrich**	External Candidate Assistant Football	\$2,743.00
Amy Leynse**	External Candidate Assistant Volleyball	\$2,743.00
Michael Looby	External Candidate Assistant Football	\$2,743.00

SUBSTITUTE EDUCATIONAL ASSISTANTS

Hannah Van Akkeren
Christine Hang Yang

SUBSTITUTE SECRETARY

Mona Streaan

SUBSTITUTE NOON SUPERVISION

James Eder	Madison	September 2, 2015	\$7.47 per hour
Janice Olig	Lincoln-Erdman	September 9, 2015	\$7.47 per hour

STUDENT LIFEGUARD

Jack VanZeeland	North High	September 14, 2015	\$7.25 per hour
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RECREATION DEPARTMENT

Steven James Quist**	Fitness/Fit. Ctr Attendant	9/1/2015	\$9.00 per hour
Julia Sievers**	Fitness/Fit. Ctr Attendant	9/1/2015	\$8.50 per hour
Jack Phillips**	Flag Football Referee	9/1/2015	\$11.00 per hour
Hannah Tewinkel**	Childcare Staff	9/1/2015	\$12.50 per hour
Carol VanHaveren**	Childcare Staff	9/1/2015	\$12.50 per hour
Sierra Joosse**	Childcare Staff	9/1/2015	\$11.00 per hour
Morgan Mersberger**	Childcare Staff	9/1/2015	\$9.00 per hour
Anna Schumacher**	Childcare Staff	9/1/2015	\$12.25 per hour
Vashia Gordon**	Childcare Staff	9/1/2015	\$9.00 per hour
Holly Johnson**	Gymnastics Instructor	9/1/2015	\$8.75 per hour
Allyson Haefke*	Gymnastics Instructor	9/1/2015	\$8.75 per hour
Meagan Bergin**	Gymnastics Instructor	9/1/2015	\$8.75 per hour

*Relative of SASD employee

**Not a SASD employee

2. Rescinding Leave of Absence Request

From the committee meeting:

Moved by Mr. Mancl, seconded by Mr. Samet to rescind the leave of absence request for Greg Carreno. All ayes. Motion carried unanimously.

Greg Carreno	Teacher	South High	August 24-October 12, 2015
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3. Rescinding Retirement

From the committee meeting:

Moved by Mr. Mancl, seconded by Mr. Samet to rescind the retirement request for Greg Carreno. All ayes. Motion carried unanimously.

Greg Carreno	Teacher	South High	32 years of service (October 13, 2015)
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4. Resignations

From the committee meeting:

The following resignations have been granted:

Michele Arnhoelter	EA	ELC	September 5, 2015
Caleb Bakker	Lifeguard	North High	September 1, 2015
Madelaine Bartz	Lifeguard	South	September 12, 2015
Emily Briggs	Sub Teacher	N/A	September 21, 2015
Stacey Cheney	Sub Noon Supervisor	Madison	September 12, 2015
Deanna Dragan	Teacher	Warriner HS	August 31, 2015
Barbara Gabrish	Sub EA	N/A	September 25, 2015
Nicole Graf	Sub Noon Supervisor	Wilson	September 4, 2015
Zachery Haag	Lifeguard	South	September 12, 2015
David Kuck	Sub Teacher	N/A	September 1, 2015
Dakota Lampe	Lifeguard	South	September 12, 2015
Joel Menzer	Lifeguard	South	September 12, 2015
Tracy Meyers	EA	Mosaic	September 25, 2015
Amy Miota	Salad Bar Server	Jefferson	August 31, 2015
Julie Moths	Salad Bar Server	Grant	August 31, 2015
Amy Olson	EA	North High	August 21, 2015
Trevor Pockat	Lifeguard	North High	September 1, 2015
Angelica Rodriquez	Noon Supervisor	Pigeon River	September 24, 2015
Erica Rodriguez	Sub Noon Supervisor	Pigeon River	September 12, 2015
Mirna Rodriguez-Rebollar	Sub. EA	N/A	September 12, 2015
Adam Schmeiser	Lifeguard	North High	September 1, 2015
Faith Senkbeil	Lifeguard	North High	September 1, 2015
Robyn Smith	Lifeguard	North High	September 1, 2015
Laquisha Smith-Holden	Sub Noon Supervisor	Madison	September 12, 2015
Michael Woepse	Lifeguard	North High	September 12, 2015
Madison Wolf	Lifeguard	North High	September 1, 2015
Michael Wynveen	Asst. Boys Soccer Coach	North High	September 10, 2015

5. Retirements

From the committee meeting:

Moved by Mr. Mancl, seconded by Mr. Samet to grant the following request to retire and recognize the employee for her years of service per board policy. All ayes. Motion carried unanimously.

Mary Jane Pawasarat	Educational Assistant	South High	16 years of service
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6. Fund Balance Designations

From the committee meeting:

Ms. Reinthaler noted that this item is generally discussed in November as to if there are excess funds or not enough funds in the fund balance. Mr. Boehlke gave an update that the undesignated portion of the general fund balance is 20.6%, which is more than required per District policy of 15-20%. The \$1.7 million will bring the undesignated fund balance to 19.2% and last year it was at 16%. Mr. Samet commented that he does not support two months' worth of insurance premium holiday as there are many capital maintenance projects to put the funds towards. Ms. Holschbach added it is not really two months as each individual is so specific as some are on a prorated schedule. She further added that the district saved money last year and this year because of the actions of our employees and the \$450,000 is a small percent of the \$1.6 million. Mr. Samet spoke about as a board member, they are responsible for stewardship, and agrees with giving back to employees but not in this amount, perhaps \$225,000. Mr. Mancl noted two years ago employees were given a stipend and he thought the costs associated with the holiday premium would be less than that and is still concerned with how conducive this will be for payroll and that perhaps different options should be considered. There was discussion that the savings are mutual as the employees premiums are not going up as a result of their participation with the wellness program. Dr. Hein suggested giving a stipend so the individual can determine how to utilize the funds and Ms. Reinthaler asked if the stipend would only go to the individuals on the insurance plan and both Dr. Hein and Mr. Samet responded yes. The committee members agreed they want to give back to the insurance participants; however, not sure as to what or how much.

7. Proposed Support Staff Position – Lead Food Server

Moved by Ms. Reinthaler, seconded by Mr. Samet to approve the Human Resource Committee's recommendation to approve the creation of a Lead Food Server position at three middle schools and two high schools with a \$0.50/per hour increase. All ayes. Motion carried unanimously.

From the committee meeting:

Moved by Mr. Samet, seconded by Dr. Hein to approve the creation of a Lead Food Server position at three middle schools and two high schools with a \$0.50/per hour increase. All ayes. Motion carried unanimously.

Ms. Smith noted it is basically standard operating procedure in which someone is in charge at each site. Ms. Smith further noted that current staff at each of the sites has agreed to take on the additional duties and the \$.50/per hour increase for these five employees is within the School Nutrition budget.

C. FACILITIES/RECREATION/THEATRE COMMITTEE

1. Facility Permit Report

From the committee meeting:

Administration presented the Facility Permit Report for the period of September 1-30, 2015 for information.

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

From the committee meeting:

Mr. Koehler noted that many of the changes reflect how we are operating as a District and reflect that safety of participants is our priority. There were many questions concerning the verbiage of the policy. Mr. Koehler will revisit the policy and introduce it at the November Facilities/Recreation/Theatre Committee meeting.

3. Fund Balance Designations

From the committee meeting:

Mr. Burg asked for discussion with regard to the Recreation Department fund balance and whether there were some items that were missed with the recent approval of funds. Mr. Koehler added that they could have purchased a truck which will be part of their fund balance for next year. It was clarified that you cannot spend Fund 10 for Fund 80. Mr. Koehler can bring a list of items that they would like reviewed as a possibility of funds being designated for. Mr. Albright provided an overview on the North High shell space and that because the school board kept wrestling in the budget the South High shell space was developed and as a result, no funds were available to complete the shell space at North. Ms. Tuszynski would like to know if there are other capital needs that need to be done and Mr. Burg noted

that those discussions would occur at the Committee of the Whole meeting along with other suggestions as to other needs the district will need to tackle.

D. FINANCE & BUDGET COMMITTEE

1. Fund 41 Capital Projects

Moved by Mr. Samet, seconded by Ms. Reinthaler to approve the Finance & Budget Committee’s recommendation to approve Fund 41 Capital Projects fund for audit. All ayes. Motion carried unanimously.

From the committee meeting:

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

	Capital Projects Appropriation	Interest Earned To Date	Expenses To Date	Under Appropriation
CAP IMPROV PRIOR YEARS	3,401,675.89		2,373,979.77	1,027,696.12
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:

No Statement of Cash Flow until completion of the audit.

3. Budget Revisions & Transfers of Appropriations

From the committee meeting:

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

4. Revenues & Expenditures Reports

From the committee meeting:

No Revenues & Expenditures Reports until completion of the audit.

5. Tabulation of Bids - Vehicles

Moved by Mr. Samet, seconded by Dr. Hein to approve the Finance & Budget Committee’s recommendation to

authorize administration to enter into contract with Ewald Ford in the amount of \$32,685.50 to replace a 2003 GMC Sierra dump truck used by the Facility Services Department. All ayes. Motion carried unanimously.

From the committee meeting:

Moved by Ms. Reinthaler, seconded by Dr. Hein to authorize administration to enter into contract with Ewald Ford in the amount of \$32,685.50 to replace a 2003 GMC Sierra dump truck used by the Facility Services department. All ayes. Motion carried unanimously.

Mr. Boehlke noted there were some bids slightly less than Ewald Ford; however, they offer a significantly shorter lead time. Also, Ewald Ford is giving the district \$12,000 for the old truck. Mr. Boehlke further noted that Ewald Ford (bailment – no spare) is administration’s recommendation.

The bid from Ewald Ford for the bailment vehicle offers a significantly shorter lead time (5-8 weeks).

<u>BIDDER</u>	<u>BID AMOUNT</u>
Ewald Ford	\$31,617.50
Ewald Ram	\$31,867.50
Ewald Chevrolet	\$32,127.50
Ewald Ram (bailment - no spare)	\$32,520.50
Ewald Chevrolet (bailment - no spare)	\$32,626.50
Ewald Ford (bailment - no spare)	\$32,685.50
Bergstrom Ford	\$34,591.34
Sheboygan Chevrolet	\$36,778.50
L&S Ford	\$40,307.50

(\$1.7million Capital Needs Fund – unencumbered balance \$700,562)

6. Fund Balance Designations

From the committee meeting:

Mr. Samet noted the district will have some excess funds as to the preliminary budget which was presented in June with recommendations from administration as to budget cuts. He further noted this is an opportunity for all board members to give their input as to reinstating something that had been removed from the budget. Mr. Boehlke added that generally administration does not present fund balance designations until November and this year administration presented in October so that the board would have more discussion time instead of hearing the recommendations in November and having to take action at the same time. Mr. Boehlke added the final numbers are still unaudited but it is projected that the undesignated fund balance will be at 20.6% of next year’s budget. The District’s policy states the undesignated fund balance should be between 15-20% and if the undesignated general fund balance falls below those percentages, administration needs to bring forward recommendations to restore the fund balance, and if those percentages exceed 20% then administration needs to bring forward recommendations for designating a portion of the undesignated general fund balance. Administration is recommending that \$1.7 million of the undesignated fund balance should be designated, as per the executive summary, which would bring the fund balance to 19.2%. Ms. Reinthaler recommended that fund balance designations discussions should be a standing item on the October committee and committee of the whole agendas in the future. Ms. Reinthaler talked about the partnership the Sheboygan Public Education Foundation has with the district regarding replacing pianos and Mr. Boehlke responded that part of the recommended monies for musical instruments is for piano replacement. Ms. Reinthaler asked the committee members if there were items that are not part of administrations recommendation that they would like included. Mr. Samet expressed his concern about deferred maintenance items. Mr. Burg suggested possibly using more monies than the recommendation for maintenance projects as a way to get ahead for 2016-17 in order to have a cushion if something comes up such as the problem with Grant Elementary School’s roof. Mr. Burg asked Mr. Boehlke what the extra funds would be if the district would have the General fund balance at 15 or 16% and Mr. Boehlke responded if the undesignated portion of the General fund balance is at 17.8% that would provide an extra \$1.7 million. There was discussion regarding Alumni Nations and Ms. Reinthaler noted that Dr. Sheehan would provide more information regarding this item during the Committee of the Whole meeting. Dr. Hein questioned if the recommended funds for the transportation audit is for the audit fees and Mr. Boehlke responded yes, this would be for a consulting school bus firm which would oversee transportation. He added the district no longer has a head person overseeing transportation. This consulting firm would be more independent and look at the school bell schedules, bus routes, as well as review Prigge’s contract and would provide suggestions as to recommendations.

7. Gifts

Moved by Mr. Samet, seconded by Mr. Burg to approve the Finance & Budget Committee’s recommendation to accept all gifts. All ayes. Motion carried unanimously.

From the committee meeting:

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

<u>Gift</u>	<u>Donor</u>	<u>Building/Program</u>	<u>Amount</u>
<u>For Information</u>			
School Supplies	First United Lutheran Church	Grant	300.00
Monetary	Cleveland & New Montessori PTO	Cleveland/New Montessori	1,600.00
Bass Drum Head	Eugene Conger	Farnsworth Band Dept	112.40
Monetary	Zoological Society of Wisconsin (Outsource America, Inc.)	Jefferson	2,000.00
Book	United Methodist Women of St. Luke Methodist Church	Grant	20.00
Monetary	Alliant Energy Foundation	Wilson	300.00
Monetary	James Madison PTO	James Madison	900.00
Monetary	Shopko Foundation	Jackson	250.00
Monetary	John/Cathy Perrone	Sheboygan Theatre Company	400.00
Monetary	Diane Yokes	Sheboygan Theatre Company	20.00
Monetary	Compass Creative Dramatics	Sheboygan Theatre Company	620.00
Monetary	Will-Pemco, Inc.	Sheboygan Theatre Company	150.00
Monetary	Alliant Energy Foundation c/o The JK Group	Sheboygan Theatre Company	400.00
Monetary	Hugh & Ruth Ross Charitable Foundation	Sheboygan Theatre Company	1,500.00
<u>For Action</u>			
Monetary	Kohler Company	Red Raider Manufacturing	200,000.00
Monetary	The Grover Foundation/Carol Grover	Red Raider Manufacturing (SHS)	5,000.00
Monetary	Levy Foods (<i>Lincoln Erdman & Jackson staffed a food stand the PGA</i>)	Lincoln Erdman/Jackson (<i>1/2 to each school</i>)	19,605.95
Plumbing Fixtures/Faucets	Kohler Company	SASD House Construction 2015	6,253.15

E. COMMITTEE OF THE WHOLE

1. Third Friday Enrollment

From the committee meeting:

Administration provided an overview of the Sheboygan Area School District’s Enrollment Data Report for the 2015-16 school year. Mr. Konrath noted the total enrollment has an increase of 147 students. He added there are a variety of schools with small changes as to comparisons of 14-15 to 15-16; non-instrumentality increased by 51 students, Early Learning Center increased by 57 students, Cooper has a decrease of 26 students but they had a big fifth grade class last year and the middle school’s enrollment overall is as projected. He noted administration was not sure how flex mod would affect South’s enrollment and through inter-district transfers only one was leaving due to flex mod and four or five were requesting South because of flex mod. North’s enrollment projection was as expected. Mr. Konrath spoke of the District’s ethnicity continuing to be more diverse which makes the district unique. Free and reduced lunch enrollment is at 52%. Mr. Konrath talked about the open enrollment in which there was a difference of 132 students enrolling out of district. He added even though students open enrolled to other districts, those students are still considered a resident. Mr. Gallianetti expressed concern regarding the number of students open enrolling out and questioned if there is a particular reason why and Mr. Konrath responded it is literally different for each student which makes it difficult to pinpoint a particular reason. Mr. Samet added the window for open enrollment has extended to April which may contribute to the increase. Mr. Mancl asked what the projected total enrollment was and Mr. Konrath responded 10,267 students and the district has 10,379. Mr. Boehlke spoke about the full-time equivalency (FTE), the calculation used for student aid distribution and the effect that has on the budget. Overall FTE of resident students include those who live here and open enroll out and the ratio of enrollment out and in. Due to the increase of the projected enrollment the revenue total net effect on the budget was an additional \$148,900.

2. Update on Sale of Washington School Property

From the committee meeting:

Mr. Albright talked about Gorman & Company hiring construction contractors and that the plan is to have 43 apartments. He added K.W. Electric and Neumann Plumbing and Heating will be working on this project as well. Mr. Albright noted that the plans include using many of the existing features/items such as leaving a chalkboard in each apartment, trying to restore the wood floors, and the corridors will remain the same. Mr. Burg asked about the financing and Mr. Boehlke responded Gorman & Company are pretty far in the project as far as design; however, financing is behind schedule and they are expecting to find out about funding on December 1, 2015. If the funding is approved then the anticipated closing will be December 28, 2015. If not then they will request a July, 2016 closing date. Mr. Boehlke added that Gorman & Company will assist with the heating costs for this building should the closing date be extended. Administration will report back to the board with recommended amendments to the initial contract.

3. Red Raider Manufacturing Request for Proposal

From the committee meeting:

Moved by Mr. Gallianetti, seconded by Mr. Burg to authorize administration to enter into contract with Joseph Schmitt Construction at South High School and Quasius Construction at North High School for constructions services. All ayes. Motion carried unanimously.

Moved by Mr. Gallianetti, seconded by Mr. Burg to authorize administration to enter into contract with Abacus Architects at South High School and Bray & Associates at North High School for design services. All ayes. Motion carried unanimously.

4. Field of Dreams Update

From the committee meeting:

Mr. Albright spoke of some of the permits that had to be acquired such as the wetland general permit, another for rezoning, storm water permit, hazardous material review, architectural review, DNR conversion plan permit and local and state permits. He noted the final permit is when Boldt Construction comes in with bids from general contractors which went out last Thursday. He added Jos. Schmitt and Sons and Quasius Construction provided bids. The final permit will be the building permit from the City. Dr. Sheehan added they are planning to move dirt in the next couple of weeks, after October 23, 2015, and a letter will be sent to the neighborhood with this information.

5. Reporting out Committee's Fund Balance Recommendations

From the committee meeting:

Ms. Reintaler reported that this item has been brought forth in October to give the Board more time to review administration's recommendations and determine whether they are in support of the recommendations or have other ideas or changes. Each chairperson provided their recommendations. Ms. Reintaler asked about the needs for the North High School shell space and Mr. Albright provided the history of the North/South shell spaces which included that the South shell space was developed from the end of a referendum and was unfinished after referendum monies were used. Administration looked at programs, such as gymnastics and wrestling which needed a home so out of capital improvement funds \$1.9 million was used. \$400,000 was used for HVAC and plumbing. He added initially the recommendation of \$350,000 at North was for HVAC work. Mr. Burg questioned why now \$700,000 and Mr. Albright responded that looking at the Red Raider Manufacturing (RRM) expansion, which will take up one classroom and the RRM entrance will also take up another classroom, North has no other classroom space available. He further added the North shell space is currently used for storage and painting and does not have an air handling unit. Mr. Bull talked about the importance of the shell space which would be 5,000 square feet of classroom space; two individual classrooms and three classrooms that could either be used as one large space or as three individual classrooms. This larger space could also be used for community events as well as a collaborative space. Ms. Holschbach noted administration would like to provide recognition of our employees for what they have done with insurance savings, which has been significant the last two years. Ms. Tuszynski asked if employees pay insurance every two weeks or monthly and Mr. Boehlke responded all employees are paid differently, and the premium holiday would be based on the 12% rate. Mr. Samet noted that employees are still getting reward as their insurance premiums are not being raised and that the district has always maintained a high insurance plan without high deductibles. He added he does agree on giving some type of stipend or premium holiday; however, not sure to what extent. Ms. Holschbach noted that administration is not recommending rewarding individuals because of participation, but

because of the amount of significant savings. Ms. Pothast asked for clarification if the stipend would go to every employee or just insurance participants and Mr. Samet responded just the participants. Mr. Mancl expressed his concern as to if this would be cost prohibitive to implement and feels strongly there needs to be some kind of incentive. Ms. Tuszynski expressed concern of a budget shortfall down the road as financially the district did not foresee to be able to give much of raises and contracts. Mr. Boehlke responded revenue limits make it hard to do some things administration would like to do on salary end and need to be creative in ways to reward employees around revenue limit. Being self-funded is an advantage for larger districts. Mr. Gallianetti noted it is important to have employees understand that this is the place they want to be and he wants incentive to be something significant as opposed to \$25.00. Mr. Burg questioned if the amount could be the amount a person is covered on the plan and Mr. Boehlke responded the \$450,000 would be \$469 gross and it would be prorated per the plan the participant is on. Mr. Gallianetti added he agrees with the administration's original recommendation. The Board is in agreement of the incentive going to all the participants that were on the wellness plan last year; however, not in agreement on the dollar amount. Administration will come back with another recommendation. Mr. Harvatine talked about a study that was done in the last eighteen months in which all the instruments were rated on an f-scale and how to bring them back to a-b condition. The \$100,000 would be a start but would not meet all the needs. After much discussion, the board is in agreement to allocate the \$100,000 for musical instruments. Dr. Sheehan spoke about Alumni Nations and that the recommendation is not to accept Alumni Nations, but to start up funds for alumni. He noted the Sheboygan Public Education Foundation is not interested in participating. Dr. Sheehan spoke about the importance of setting up funds to get alumni at both North and South High Schools. Ms. Tuszynski noted she does not support this and would prefer the monies to be used towards musical instruments or capital maintenance. After much discussion the Board determined they do not support \$50,000 being designated towards alumni relation development and that administration should continue to look at other models in the future. Mr. Boehlke noted due to the complicated issue of Field of Dreams, this is an area the budget will most likely be over budget. The Board is in agreement with designating \$20,000 towards legal fees. Mr. Boehlke noted that the district no longer has a head person to oversee the transportation department and he found a bus consulting company that will do a complete audit, review the school bell schedules and routes and review Prigge's contract and will provide suggested recommendations. Mr. Boehlke added the budget does have \$3,000 for consulting; however, the cost is \$13,000. The Board noted their agreement with the designation of \$10,000 towards transportation audit. Mr. Albright provided an overview of the need for \$370,000 to be designated towards maintenance projects. Mr. Burg suggested the \$50,000 that was recommended for Alumni Nations be designated for maintenance projects. Ms. Tuszynski questioned if administration's recommendation will be enough and Mr. Albright responded that if the District seeks a referendum then someone will be contracting the projects. He added last year \$1.7 million was designated and to date \$1,167,000 has been spent. Ms. Reinthaler suggested that the fund balance designation discussions should be a standing item on agendas in October or earlier in future years.

6. Moved by Dr. Hein, seconded by Mr. Mancl to adjourn at 10:22 p.m. All ayes. Motion carried unanimously.

F. SPECIAL BOARD COMMITTEES/ASSIGNMENTS

1. Legislative Breakfast – Mr. Samet did not attend so Dr. Sheehan provided an update regarding some legislative bills including one that if a school district had a failed referendum the law would not allow the school district to go back for a referendum until two years later. He noted that revenue limits and funding formulas are going to be discussed in the future.
2. Ms. Martin provided an overview of the September 24, 2015 Heritage School Council meeting and minutes. She commented that the council was looking into whether the District was a member of the Chamber of Commerce as they would like to get a picture of Heritage School in their booklet.
3. Human Growth and Development – Mr. Samet reported that Ms. Finney is now in charge of the committee and that they have some good direction.
4. Sheboygan Public Education Foundation – Ms. Pothast did not attend so Dr. Sheehan provided an update and noted that they have discussed Alumni Nation with the foundation.

COMMUNICATIONS

Communications were received and noted.

FUTURE MEETING DATES

November 10, 2015 Committee meetings begin at 6:00 p.m., November 24, 2015 Regular Board of Education meeting beginning at 6:00 p.m.

It was also agreed to that there would only be one meeting in December which will be on December 8, 2015.

ADJOURN

Moved by Mr. Mancl, seconded by Ms. Pothast to adjourn at 8:55 p.m. All ayes. Motion carried unanimously.

jjh

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