

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 28, 2017**

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

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

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

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

Present: Mr. Kyle Whelton, Dr. Susan Hein, Mr. Larry Samet, Mr. Mark Mancl, Ms. Marcia Reinthaler, Ms. Jennifer Pothast, Ms. Mary Beth Martin, Mr. Ryan Burg

Excused: Mr. David Gallianetti

**APPROVAL OF MINUTES**

Moved by Dr. Hein, seconded by Mr. Mancl to approve the Regular Board of Education meeting minutes of October 24, 2017, and Special Session meeting minutes of November 6, 2017. All ayes. Motion carried unanimously.

**STUDENT REPRESENTATIVES**

Ms. Jessica Hollister, North High School, and Ms. Monique Pantha, South High School student representatives updated the school board on events and activities occurring at their respective schools.

**COMMUNITY INPUT**

There was no community input.

**SUPERINTENDENT'S REPORT**

Dr. Sheehan reported on a number of events occurring around the District and acknowledged Ms. Kristine Fritz for having an article published in the November issue of "Strategies" magazine.

**MISCELLANEOUS**

**A. Black Spring Foundation**

Ms. Maeve Quinn shared her presentation on the Black Spring Foundation, which is a non-profit organization operating as a private foundation and whose mission is to support teaching and learning, as well as provide scholarships for students interested in going into the field of teaching. The Foundation donated \$30,000 to the school district in 2016 and \$54,000 in 2017. Ms. Quinn thanked the Sheboygan Public Education Foundation for their help and more information will be shared when the next round of grant applications are available.

**B. SASD School and District Report Cards**

Mr. Konrath reported that the District Report Card has a rating of ‘meeting expectations’ which overall is pretty good. Last year the District had nine schools in the ‘fails to meet/meets few expectations’ ranges and this year there are five. There are also nine schools in the ‘exceeding/significantly exceeding expectations’ range. He noted that the report card is meant to be a communication process to stakeholders; however, recommends to be careful when taking something so complicated and only focusing on it. He added that student growth is the most difficult because it is expected versus predicted. He talked about cautions on the report card which include 1) volatility as so much is focused on free and reduced lunch percentages; 2) heavily based on Forward and ACT assessment of all students; 3) Data In/Data Out – If the District has issues with our data we know that DPI’s data will be a problem; 4) validity and reliability – Many districts are not putting much focus on this because of changes made by the DPI; 5) Purely quantitative not qualitative data. Mr. Konrath also talked about benefits of the report card and that it has fueled discussion for a more accurate measure at our high schools. It has also emphasized the need for academic and career planning which we are doing, compiles multiple points of key data at the elementary and middle schools levels other than value-added information, and will be useful in continuous improvement discussion related to school learning objectives. The school board had much discussion on steps moving forward which include reviewing improvement plans with the ‘meets few expectations/fails to meet expectations’ at the high school level. Étude High School will present at the December 12, 2017 Regular Board of Education meeting. Ms. Reinthaler asked administration to review the possibility of re-opening charter school contracts and also commented on the importance of reaching out to legislators with our concerns with the State Report Cards.

**C. Resolution Authorizing the Issuance and Sale of a \$9,000,000 Bond Anticipation Note Pursuant to Section 67.12(1)(b), Wisconsin State Statutes**

Moved by Mr. Whelton, seconded by Mr. Mancl to approve the resolution authorizing the issuance and sale of a \$9,000,000 bond anticipation note pursuant to Section 67.12(1)(b) of the Wisconsin State Statutes. All ayes. Motion carried unanimously.

Mr. Boehlke reported that as a result of holding off on borrowing interest rates went down so the District is paying \$4.6 million less for the total \$29 million.

**D. Resolution Authorizing the Issuance and Establishing Parameters for the Sale of not to Exceed \$9,000,000 General Obligation Refunding Bonds**

Moved by Mr. Samet, seconded to Mr. Burg to approve the resolution authorizing the issuance and establishing parameters for the sale of not to exceed \$9,000,000 general obligation refunding bonds. All ayes. Motion carried unanimously.

**E. Introduction (First Reading) of Revised Board of Education Bylaw 0100 - Definitions**

Moved by Mr. Whelton, seconded by Mr. Mancl to approve the introduction (first reading) of revised Board of Education Bylaw 0100 – Definitions. All ayes. Motion carried unanimously.

**F. Introduction (First Reading) of Revised Board of Education Bylaw 0131.1 – Bylaws and Policies**

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

**G. Introduction (First Reading) of Revised Board of Education Bylaw 0144.1 - Compensation**

Moved by Mr. Whelton, seconded by Mr. Burg to approve the introduction (first reading) of revised Board of Education Bylaw 0144.1 - Compensation. All ayes. Motion carried unanimously.

**H. Introduction (First Reading) of Revised Board of Education Bylaw 0164.1 – Regular Meetings**

Moved by Mr. Burg, seconded by Mr. Whelton to approve the introduction (first reading) of revised Board of Education Bylaw 0164.1 – Regular Meetings. All ayes. Motion carried unanimously.

**I. Introduction (First Reading) of Revised Board of Education Bylaw 0164.2 – Special Meetings**

Moved by Mr. Mancl, seconded by Dr. Hein to approve the introduction (first reading) of revised Board of Education Bylaw 0164.2 – Special Meetings. All ayes. Motion carried unanimously.

**J. Introduction (First Reading) of Revised Board of Education Bylaw 0166 - Agenda**

Moved by Mr. Whelton, seconded by Mr. Mancl to approve the introduction (first reading) of revised Board of Education Bylaw 0166 - Agenda. All ayes. Motion carried unanimously.

**REPORT OF COMMITTEES**

**A. CURRICULUM & INSTRUCTION COMMITTEE**

Moved by Ms. Pothast, seconded by Mr. Whelton to accept the Curriculum and Instruction Committee’s recommendation to approve agenda items #3 - #19. All ayes. Motion carried unanimously.

1. Introduction of New Courses

Moved by Ms. Pothast, seconded by Mr. Mancl to accept the Curriculum and Instruction Committee’s recommendation to approve the adoption of AP Calculus 3 & 4 Honors (North and South) and CAPP United States History 1 & 2 Honors (North) for the 2018-2019 school year. All ayes. Motion carried unanimously.

From the committee meeting:

Moved by Ms. Martin, seconded by Mr. Mancl to approve the adoption of AP Calculus 3 & 4 Honors (North and South) course for the 2018-2019 school year. All ayes. Motion carried unanimously.

Moved by Mr. Mancl, seconded by Ms. Martin to approve the adoption of the CAPP United States History 1 & 2 Honors (North) course for the 2018-2019 school year. All ayes. Motion carried unanimously.

Mr. Brahan, Coordinator of Student and Instructional Services, and Mr. Tom Yedica, North High School teacher provided overviews of the proposed courses.

2. District Accountability

From the committee meeting:

Mr. Harvatine provided a brief review on the background of the College and Career Readiness Report Card. Mr. Konrath reported that the State Report Cards would be made available on November 21, 2017. While the State continues to focus on ACT results, they are beginning to move towards Academic Career Planning somewhat in the future. Mr. Konrath has been discussing with middle school counselors ways in which they can incorporate portions of the College and Career Readiness Report Card at the middle school level. Administration will present the District report card as a whole, one school that is exceeding expectations, and one school that is not meeting expectations. For the school not meeting expectations staff will provide a plan to improve. All school plans will be provided for information; however, if school board members have additional questions they should direct them to Mr. Harvatine.

3. Introduction (First Reading) of Revised Board of Education Policy 2260 – Nondiscrimination and Access to Equal Educational Opportunity

From the committee meeting:

Moved by Ms. Reinthaler, seconded by Ms. Martin to approve the introduction (first reading) of revised Board of Education Policy 2260 – Program; Nondiscrimination and Access to Equal Educational Opportunity. All ayes. Motion carried unanimously.

4. Introduction (First Reading) of Revised Board of Education Policy 2261.01 – Parent and Family Engagement in Title I Programs

From the committee meeting:

Moved by Mr. Mancl, seconded by Mr. Gallianetti to approve the introduction (first reading) of revised Board of Education Policy 2261.01 – Program; Parent and Family Engagement in Title I Programs. All ayes. Motion carried unanimously.

5. Introduction (First Reading) to Delete Board of Education Policy 2370 – Educational Options

From the committee meeting:

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

6. Introduction (First Reading) of Revised Board of Education Policy 8146 – Renumbered/Revised Notification of Educational Options

From the committee meeting:

Moved by Mr. Mancl, seconded by Ms. Reinthaler to approve the introduction (first reading) of revised Board of Education Policy 8146 – Operations; Renumbered/Revised Notification of Educational Options. All ayes. Motion carried unanimously.

7. Introduction (First Reading) of Revised Board of Education Policy 2411 – School Counseling and Academic and Career Planning

From the committee meeting:

Moved by Mr. Mancl, seconded by Ms. Martin to approve the introduction (first reading) of revised Board of Education Policy 2411 – Program; School Counseling and Academic and Career Planning. All ayes. Motion carried unanimously.

8. Introduction (First Reading) of Revised Board of Education Policy 2430 – District-Sponsored Clubs and Activities

From the committee meeting:

Moved by Mr. Gallianetti, seconded by Ms. Reinthaler to approve the introduction (first reading) of revised Board of Education Policy 2430 – Program; District-Sponsored Clubs and Activities. All ayes. Motion carried unanimously.

9. Introduction (First Reading) of Revised Board of Education Policy 2431 – Interscholastic Athletics

From the committee meeting:

Moved by Mr. Gallianetti, seconded by Mr. Mancl to approve the introduction (first reading) of revised Board of Education Policy 2431 – Program; Interscholastic Athletics. All ayes. Motion carried unanimously.

10. Introduction (First Reading) of Revised Board of Education Policy 5111 – Eligibility of Resident/Nonresident Students

From the committee meeting:

Moved by Mr. Mancl, seconded by Mr. Gallianetti to approve the introduction (first reading) of revised Board of Education Policy 5111 – Students; Eligibility of Resident/Nonresident Students. All ayes. Motion carried unanimously.

11. Introduction (First Reading) of Revised Board of Education Policy 5130 – Withdrawal/Dropout from School

From the committee meeting:

Moved by Ms. Martin, seconded by Mr. Mancl to approve the introduction (first reading) of revised Board of Education Policy 5130 – Students; Withdrawal/Dropout from School. All ayes. Motion carried unanimously.

12. Introduction (First Reading) of Revised Board of Education Policy 5310.01 – Emergency Nursing Services

From the committee meeting:

Moved by Ms. Reinthaler, seconded by Ms. Martin to approve the introduction (first reading) of revised Board of Education Policy 5310.01 – Students; Emergency Nursing Services. All ayes. Motion carried unanimously.

13. Introduction (First Reading) of Revised Board of Education Policy 5330 – Administration of Medication/Emergency Care

From the committee meeting:

Moved by Mr. Mancl, seconded by MS. Reinthaler to approve the introduction (first reading) of revised Board of Education Policy 5330 – Students; Administration of Medication/Emergency Care. All ayes. Motion carried unanimously.

14. Introduction (First Reading) of Revised Board of Education Policy 5517 – Student Anti-Harassment

From the committee meeting:

Moved by Mr. Gallianetti, seconded by Mr. Mancl to approve the introduction (first reading) of revised Board of Education Policy 5517 – Students; Student Anti-Harassment to include immigration status, sexual orientation, and gender identity under the definition of bullying. All ayes. Motion carried unanimously.

15. Introduction (First Reading) of Revised Board of Education Policy 5610 – Suspension and Expulsion

From the committee meeting:

Moved by Mr. Martin, seconded by Mr. Gallianetti to approve the introduction (first reading) of revised Board of Education Policy 5610 – Students; Suspension and Expulsion. All ayes. Motion carried unanimously.

16. Introduction (First Reading) of Revised Board of Education Policy 5771 – Search and Seizure

From the committee meeting:

Moved by Ms. Reinthaler, seconded by Mr. Mancl to approve the introduction (first reading) of revised Board of Education Policy 5771 – Students; Search and Seizure. All ayes. Motion carried unanimously.

17. Introduction (First Reading) of Revised Board of Education Policy 8350 – Confidentiality

From the committee meeting:

Moved by Ms. Reinthaler, seconded by Mr. Mancl to approve the introduction (first reading) of revised Board of Education Policy 8350 – Operations; Confidentiality. All ayes. Motion carried unanimously.

18. Introduction (First Reading) of Revised Board of Education Policy 8452 – Automated External Defibrillators (AED)

From the committee meeting:

Moved by Mr. Mancl, seconded by Ms. Martin to approve the introduction (first reading) of revised Board of Education Policy 8452 – Operations; Automated External Defibrillators (AED). All ayes. Motion carried unanimously.

19. Introduction (First Reading) of Revised Board of Education Policy 8800 – Religious and Patriotic Ceremonies and Observances

From the committee meeting:

Moved by Ms. Reinthaler, seconded by Mr. Gallianetti to approve the introduction (first reading) of revised Board of Education Policy 8800 – Operations; Religious and Patriotic Ceremonies and Observances. All ayes. Motion carried unanimously.

20. Introduction (First Reading) of New Board of Education Policy – School Resource Officers – Use of Body Cameras on School Property

Moved by Ms. Pothast, seconded by Mr. Mancl to accept the Curriculum and Instruction Committee’s recommendation to approve the introduction (first reading) of new Board of Education Policy (TBA) – Use of Body Cameras on School Property. All ayes. Motion carried unanimously.

From the committee meeting:

Moved by Mr. Mancl, seconded by Mr. Gallianetti to approve the introduction (first reading) of new Board of Education Policy (TBA) – Use of Body Cameras on School Property. All ayes. Motion carried unanimously. Mr. Harvatine reported that he met with the Sheboygan Police Department when the District was informed that law enforcement officers would be using body cameras to determine what that would look like in the schools. He reviewed what other districts were doing, reviewed their policies, and worked with our attorney to develop language for the school board policy. This policy falls in line with the Sheboygan Police Department’s policies. If the police department violated school board policy, a Memorandum of Understanding has been established in terms of operational procedures. One recourse would be the District would no longer have School Resource Officers in the buildings. Ms. Reinthaler commented that she has spoken with community members and parents who strongly support this policy.

**B. HUMAN RESOURCES COMMITTEE**

1. Appointments

Moved by Dr. Hein, seconded by Mr. Whelton to approve the Human Resource Committee’s recommendation to confirm all appointments. All ayes. Motion carried unanimously.

From the committee meeting:

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

TEACHERS

Leda Carlson	Occupational Therapist	Mount Mary University	Master’s Degree
Sheboygan, WI	ELC	No experience	\$28,787.29 (prorated)

Ms. Carlson has been hired for the 2017-2018 school year as an Occupational Therapist traveling between the Early Learning Center, South High School, Warriner Middle School, and Warriner High School. She is certified as an Occupational Therapist, PK-12. She was one of three candidates interviewed.

Heather Gunn	Fifth Grade	UW-LaCrosse	Master’s Degree
Elkhart Lake, WI	Jefferson	10 years of experience	\$39,356.49 (prorated)

Ms. Gunn has been hired for the 2017-2018 school year as a Fifth Grade Teacher at Jefferson Elementary School. She is certified in grades 1-8 in Social Studies and in Elementary / Middle Level Education Teacher. She was one of two candidates interviewed.

John Hartley	Cross Categorical	University of Huddersfield	Bachelor’s Degree
Sheboygan, WI	Étude High School	No experience	\$30,425.54 (prorated)

Mr. Hartley has been hired for the 2017-2018 school year as a Cross Categorical Teacher at Étude Middle School. Mr. Hartley has been an Educational Assistant at Urban Middle School since February, 3, 2014. He will be provisionally certified in Cross Categorical Education, grades 6-8. He was the only candidate interviewed.

Colleen Machut	Social Studies	UW-Stevens Point	Bachelor’s Degree
Sheboygan, WI	Horace Mann	5 years of experience	\$34,500.00 (prorated)

Ms. Machut has been hired for the 2017-2018 school year as a Seventh Grade Social Studies Teacher at Horace Mann Middle School. She received her degree from the University of Wisconsin-Stevens Point. Ms. Machut was a Social Studies Teacher and Drama Teacher at the District's Mosaic Charter School from September 2011 through June

2016. She is certified in Regular Education, ages 6-13, and Theater, ages 10-21. She was the only candidate interviewed.

EDUCATIONAL ASSISTANTS

Maria Alvarez	Lincoln-Erdman	November 6, 2017	\$11.75 per hour
Frank Carcara	Pigeon River	October 24, 2017	\$13.11 per hour
Colleen Menzel*	Horace Mann	October 30, 2017	\$12.50 per hour
Paula Renzelmann	North	October 30, 2017	\$11.75 per hour

LIFEGUARDS

Madeline Dettloff	North	September 25, 2017	\$7.25 per hour
David Gotwald	North	September 25, 2017	\$7.25 per hour
Lauren Hayon	North	September 25, 2017	\$7.25 per hour
Julia Scharinger	North	September 25, 2017	\$7.25 per hour

MECHANIC – BOILER OPERATOR

Michael Haefke	Facilities Services	October 30, 2017	\$27.00 per hour
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MECHANIC – LAWNMOWER OPERATOR

Arthur Burgard	Facilities Services	November 6, 2017	\$19.50 per hour
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NOON SUPERVISOR

Katherine Charles	Étude Elementary School	October 30, 2017	\$7.47 per hour
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STUDENT ASSISTANT

Alex Lee

SUBSTITUTE EDUCATIONAL ASSISTANTS

Daniel Champion  
 Itzchel Garza-Martinez  
 Priya McConnohie  
 Kaitlyn Rautmann  
 Megan Taylor-Suscha

SUBSTITUTE FOOD SERVER

Alicia Florencio

SUBSTITUTE SECRETARIES

Jacqueline Blindauer  
 Nicole Graf  
 Judith Jackson

SUBSTITUTE TEACHERS

Adam Dumont            Degreed, Non-Certified Substitute  
 Anna Horneck            Degreed, Non-Certified Substitute  
 Sharon Jordan            General Science, grades 7-12, Alternative Education  
 Priya McConnohie        Regular Education, ages 6-13, Language Arts, ages 6-13  
 Jennifer Paton            English, ages 10-21  
 Kathryn Starnitcky        Degreed, Non-Certified Substitute  
 Paul Wagner                Specific Learning Disabilities, PK-12, Intellectual Disabilities, PK-12  
 Devin Yurk                 Degreed, Non-Certified Substitute

TECHNOLOGY LEARNING AND INNOVATION COACH

Arthur Barribeau	Instructional Technology	October 23, 2017	\$36,138.46 (prorated)
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EXTRA PAY FOR EXTRA SERVICE (COACH/ADVISOR)

Middle Schools

Ryan Fischer	Internal Candidate	Basketball Coach	\$800.00
Aubrey Kooistra	Internal Candidate	Basketball Coach	\$800.00

Jacob Milbrath	Internal Candidate	Basketball Coach	\$800.00
Randall Uttech**	External Candidate	Basketball Coach	\$800.00
Nathan Zietlow	Internal Candidate	Basketball Coach	\$800.00

North

Daniel Champion**	External Candidate	Asst. Boys Basketball	\$2,743.00
Thomas Gross**	External Candidate	DECA Advisor	\$1,000.00

South

Jeffrey Nicholas**	External Candidate	Asst. Boys Basketball	\$2,743.00
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George D. Warriner Middle and High Schools for Personalized Learning

Timothy Kong	Internal Candidate	Physical Fitness Advisor	\$800.00
Jennifer Maramonte	Internal Candidate	Student Council Advisor	\$800.00
Jennifer Tracey	Internal Candidate	Student Council Advisor	\$800.00
Jennifer Tracey	Internal Candidate	Newsletter Advisor	\$800.00
Jennifer Tracey	Internal Candidate	Yearbook Advisor	\$800.00

RECREATION DEPARTMENT

Alisha Callovi	Child Care Aide	September 16, 2017	\$10.50 per hour
Morgan DeWitt	Jefferson CLC Aide	September 29, 2017	\$11.50 per hour
Abigail Galbraith	Aquatics Aide	October 23, 2017	\$8.00 per hour
Jonathon Lorenz	Jefferson CLC Aide	September 11, 2017	\$11.50 per hour
Chloe Renzelmann*	Gymnastic Aide	September 16, 2017	\$9.00 per hour
Abbigail Rogers	Jefferson CLC Aide	October 2, 2017	\$11.50 per hour
Kaitlyn Shaver Bresser	Fitness Instructor	October 23, 2017	\$9.00 per hour
Lydia Slotke	Quilting Instructor	August 28, 2017	\$12.00 per hour
Kennedy Theobald	Jefferson CLC Aide	October 26, 2017	\$11.50 per hour
Nou Xiong	Jefferson CLC Aide	October 2, 2017	\$11.50 per hour

\*Relative of SASD employee

\*\*Not a SASD employee

2. Resignations

From the committee meeting:

The following resignations have been granted:

Jamie Berlin	Head Boys Track Coach	South	October 5, 2017
Rebecca Bernabo	Substitute Teacher	N/A	October 18, 2017
Heather Bingham	Recreation Aide	Recreation Department	October 4, 2017
Tyler Courtright	Recreation Aide	Recreation Department	October 4, 2017
Nicole Dahmer	Noon Supervisor	Horace Mann	October 2, 2017
Austin Eckert	Recreation Aide	Recreation Department	October 4, 2017
Hannah Favret	Asst. Girls Basketball Coach	South	October 18, 2017
Alyssa Fromm	Recreation Aide	Recreation Department	September 8, 2017
Evan Gonia	Recreation Aide	Recreation Department	October 4, 2017
Angela Groh	Custodian	Facilities Services	November 3, 2017
Scott Hurtienne	Substitute Custodian	Facilities Services	October 19, 2017
Laurie Hylen	Substitute Teacher	N/A	October 6, 2017
Drew Jensen	Gymnastics Coach	South	October 20, 2017
Sarah Knapp	Educational Assistant	Madison	October 30, 2017
Bradley Kozaczuk	Asst. Football Coach	South	October 17, 2017
Michael Murray	Substitute Custodian	Facilities Services	October 19, 2017
Ryan Pawlisch	Recreation Aide	Recreation Department	October 4, 2017
Jack Phillips	Recreation Aide	Recreation Department	October 4, 2017
Rebecca Prestley	Recreation Aide	Recreation Department	October 4, 2017
Mia Rabon	Recreation Aide	Recreation Department	October 4, 2017



Andrew Seymour	Recreation Aide	Recreation Department	September 8, 2017
Julia Sievers	Recreation Aide	Recreation Department	October 4, 2017
Trevor Souik	Recreation Aide	Recreation Department	October 4, 2017
Richard Trossen	Substitute Custodian	Facilities Services	October 19, 2017
Carleen Widder	Recreation Aide	Recreation Department	October 4, 2017
Julie Wilke	Recreation Aide	Recreation Department	September 8, 2017

3. Introduction (First Reading) of Revised Board of Education Policy 3122.01 – Drug-Free Workplace (Professional Staff)

Moved by Dr. Hein, seconded by Mr. Samet to accept the Human Resource Committee’s recommendation to approve the introduction (first reading) of revised Board of Education Policy 3122.01 – Professional Staff; Drug-Free Workplace. All ayes. Motion carried unanimously.

From the committee meeting:

Moved by Mr. Samet, seconded by Ms. Pothast to approve the introduction (first reading) of revised Board of Education Policy 3122.01 – Professional Staff; Drug-Free Workplace. All ayes. Motion carried unanimously.

4. Introduction (First Reading) of Revised Board of Education Policy 4122.01 – Drug-Free Workplace (Support Staff)

Moved by Dr. Hein, seconded by Mr. Whelton to accept the Human Resource Committee’s recommendation to approve the introduction (first reading) of revised Board of Education Policy 4122.01 – Support Staff; Drug-Free Workplace. All ayes. Motion carried unanimously.

From the committee meeting:

Moved by Ms. Pothast, seconded by Mr. Samet to approve the introduction (first reading) of revised Policy 4122.01 – Support Staff; Drug-Free Workplace. All ayes. Motion carried unanimously.

5. Introduction (First Reading) of Revised Board of Education Policy 8320 – Personnel Records

Moved by Dr. Hein, seconded by Mr. Whelton to accept the Human Resource Committee’s recommendation to approve the introduction (first reading) of revised Board of Education Policy 8320 – Operations; Personnel Records. All ayes. Motion carried unanimously.

From the committee meeting:

Moved by Ms. Pothast, seconded by Mr. Samet to approve the introduction (first reading) of revised Policy 8320 – Operations; Personnel Records. All ayes. Motion carried unanimously.

## C. FACILITIES/RECREATION/THEATRE COMMITTEE

Moved by Mr. Burg, seconded by Ms. Martin to accept the Facilities/Recreation/Theatre Committee’s recommendation to approve agenda items #2 and #3. All ayes. Motion carried unanimously.

1. Referendum Projects Update

From the committee meeting:

Mr. Albright provided an update on the building additions occurring because of the referendum at Pigeon River, Lincoln-Erdman and Wilson Elementary Schools.

2. Sheboygan Theatre Company’s Financial Report

From the committee meeting:

Moved by Mr. Whelton, seconded by Ms. Martin to accept the financial reports for the periods of July 1-September 30, 2017. All ayes. Motion carried unanimously.

3. Community Recreation Department Financial Report

From the committee meeting:

Moved by Ms. Martin, seconded by Mr. Whelton to accept the financial reports for the periods of July 1-September 30, 2017. All ayes. Motion carried unanimously.

4. Facility Permit Report

From the committee meeting:

Administration presented the Facility Permit Report for the period of October 1-31, 2017 for information.

**D. FINANCE & BUDGET COMMITTEE**

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

1. Fund 41 Capital Projects

Moved by Mr. Samet, seconded by Mr. Whelton to approve the Finance and Budget Committee’s recommendation to approve the Capital Projects fund for audit. All ayes. Motion carried unanimously.

From the committee meeting:

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

	Capital Projects Appropriation	Interest Earned To Date	Expenses To Date	Under Appropriation
CAP IMPROV PRIOR				
A. YEARS	5,555,675.89		3,931,234.75	1,624,441.14
B. CAPITAL IMPROVEMENTS 2017-18				
a. Asbestos	35,000.00		0.00	35,000.00
b. Auditoriums	35,000.00		0.00	35,000.00
c. Building Envelopes	75,000.00		0.00	75,000.00
d. Building Renovations	685,500.00		0.00	685,500.00
e. Door Hardware	95,000.00		0.00	95,000.00
f. Facilities Upgrades	174,500.00		0.00	174,500.00
g. Fence	35,000.00		0.00	35,000.00
h. Pavement Replacement	20,000.00		0.00	20,000.00
i. Playground	20,000.00		0.00	20,000.00
j. Plumbing	25,000.00		0.00	25,000.00
	1,200,000.00		0.00	1,200,000.00
Total Fund 41	6,755,675.89	112,900.66	3,931,234.75	2,937,341.80

2. Statement of Cash Flow

From the committee meeting:

Moved by Mr. Burg, seconded by Mr. Whelton to approve the Statement of Cash Flow through September 30, 2017 as presented. All ayes. Motion carried unanimously.

Mr. Boehlke reported that the statement of cash flow balance is \$2 million more than last year at this time. He noted that Mr. Samet had requested an update as to the Red Raider Manufacturing cash flow and as of September 30, 2017 there are \$2.2 million in pledges with \$1.8 million outstanding. He further noted that all investors are current with their committed pledge donations. Invoices recently were mailed to give the investors an opportunity to donate before

the end of the year. At this time, upon receiving all the donations, there will be a \$50,000 surplus for Red Raider Manufacturing which will be kept in the Fund 21 account to build up for repair and replacement of equipment.

3. Revenues and Expenditures Reports

From the committee meeting:

Moved by Mr. Burg, seconded by Mr. Whelton to approve the Revenue & Expenditures reports through September 30, 2017, as presented. All ayes. Motion carried unanimously.

Mr. Boehlke highlighted that as of September 30, 2017, revenues are at 9.6% of the total budget which is slightly higher than last year. Total expenditures are at 12.8% of the total budget which is slightly down from last year. He added the health insurance report that runs to the end of September has not been received.

4. Budget Revisions and Transfers of Appropriations

From the committee meeting:

No budget revisions and transfers were made as of September 30, 2017.

5. Tabulation of Bids – Engineering/Survey Services

Moved by Mr. Samet, seconded by Mr. Burg to accept the Finance & Budget Committee’s recommendation to authorize administration to enter into contract with Rettler Corporation of Stevens Point, WI, via confirming action for professional engineering and survey services for the Horace Mann athletic field, Field of Dreams, and former Polar Ware property in the amount of \$15,500 and their construction services at 4%. All ayes. Motion carried unanimously.

From the committee meeting:

Moved by Mr. Burg, seconded by Mr. Whelton to approve administration’s recommendation that it be authorized to enter into contract with Rettler Corporation of Stevens Point, WI, via confirming action for professional engineering and survey services for the Horace Mann athletic field, Field of Dreams and former Polar Ware property in the amount of \$15,500 and their construction services at 4%. All ayes. Motion carried unanimously.

Mr. Boehlke reported that Mr. Albright worked with Bray and Associates with bidding for engineering services for the Horace Mann soccer field, Field of Dreams fields, and the donated land from Polar Ware. Actual cost of the topographical survey bid from Kapur & Associates is less; however, the percentage for construction services is .5% higher than Rettler Corporation and at \$500,000, Rettler Corporation becomes cheaper.

BID RESULTS	Rettler Corporation	Kapur & Associates	Miller & Associates
Horace Mann Topographical Survey	\$3,100	\$3,500	No Bid
Field of Dreams Topographical Survey	\$2,400	\$3,500	No Bid
Former Polar Ware Topographical Survey	\$5,600	\$6,500	No Bid
Former Polar Ware Site Analysis/Master Plan	\$4,400	0	No Bid
<b>TOTAL</b>	<hr/>	<hr/>	
Percentage for Construction Services	4%	4.5%	
If estimated Construction Value = \$500,000	\$20,000	\$22,500	
<b>TOTAL of Engineering/Survey/Construction Services</b>	<hr/>	<hr/>	
	\$35,500	\$36,000	

6. 2016-17 Audit

Moved by Mr. Samet, seconded by Mr. Burg to accept the Finance & Budget Committee’s recommendation to approve the 2016-17 audit that was completed by Schenck Business Solutions as presented. All ayes. Motion carried unanimously.

From the committee meeting:

Moved by Mr. Burg, seconded by Mr. Whelton, to approve the 2016-17 audit that was completed by Schenck Business Solutions as presented. All ayes. Motion carried unanimously.

Mr. Boehlke introduced Mr. Bryan Grunewald of Schenck Business Solutions, who provided a presentation of the 2016-17 financial audit. The presentation included information from both the Management Communications and Annual Financial Report, June 30, 2017. Mr. Grunewald explained that the summary of the audit and noted a Finding 2016-001 in relation to uniform grant guidance and documentation which Ms. Baackes did address and correct. Mr. Grunewald summarized the Management Communications, which they are required to report to the Board. He reported there were no difficulties working with the Sheboygan Area School District staff and from his perspective nothing unusual or any red flags - just required communication. As of June 30, 2017, the total general fund balance was \$34,615,980, with the unassigned fund balance at 20%. He further noted that the other post-employment benefits in which it is a requirement to have an actuarial study to determine liability has decreased to \$13.9 million.

7. Referendum Financing Plan

From the committee meeting:

Mr. Brian Brewer, Robert W. Baird & Co., provided a presentation for the financing plan for the final \$9 million dollar referendum borrowing. The District is in the final phases for their referendum financing. At this time, the current projections show a reduction of approximately \$4.7 million in interest versus what was used in the referendum planning estimates. The cost savings came from lower rates. The District currently maintains a Aa2 long-term debt rating. He pointed out for the referendum planning an interest of 4.25% was used; however, Phase II locked in at 3.57%, with Phase IV locking in at 3.25% and that is on longest maturities. Mr. Grunewald explained the remaining timeline of issuing the \$9 million Bond Anticipation Note (BAN), Phases V & VI. Looking to do Phase V – lock-in the BAN interest rate in early January and Phase VI – refunding bonds in March, 2018. Mr. Boehlke noted this item is just information and was important to communicate with the committee as administration will be presenting these resolutions at the November 28, 2017 Regular Board of Education Meeting for board approval.

8. Fund Balance Designation

Moved by Mr. Samet, seconded by Mr. Burg to accept 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 Mr. Whelton, seconded by Mr. Burg to approve administration’s recommendation of the designation of District fund balance as follows. All ayes. Motion carried unanimously.

Mr. Boehlke explained that administration has brought these designations to the Board several times for discussion. This recommendation will bring the unassigned fund balance at 18.1% of next years’ general fund balance.

<b><u>General Fund 10</u></b>	<b>June 30, 2017</b>
Non-spendable Inventories	\$55,626.32
Restricted – Self Insurance	\$5,043,355.00
Committed – Fiber Optic Network	\$322,473.00
Assigned – Subsequent Year’s Budget – Carryover	\$2,214,211.00
Assigned – Future Building Projects	\$2,000,000.00
Assigned – Future Maintenance Projects	\$196,371.00
Assigned – Future Software Purchase	\$87,683.00
Assigned Future Athletic/PE Facility Upgrades	\$629,210.00
Assigned – Future Land Acquisition	\$200,000.00
Assigned – Future Phone System Purchase	\$1,000,000.00
Unassigned Fund Balance: Working Capital Needs	<u>\$22,777,918.84</u>
<b>Total General Fund Balance</b>	<b>\$34,526,848.16</b>
Ensuing Year Fund 10 and Fund 27 Budgeted Expenses	\$125,784,267.00
Board Policy For Unassigned Fund Balance Percentage	15% - 20%
<b>Unassigned Fund Balance Percentage</b>	<b>18.1%</b>
Total Fund Balance Percentage	27.4%
<b><u>Special Revenue Trust Fund 21</u></b>	
Restricted – Gifts	<b>\$355,584.17</b>

<b><u>School Stores Fund 22</u></b>	
Assigned – School Stores	<b>\$89,131.82</b>
<b><u>Sheboygan Public Education Foundation Fund 25</u></b>	
Restricted – Gifts	<b>\$200,896.34</b>
<b><u>Non-Referendum Debt Service Fund 38</u></b>	
Restricted – Retirement of Long-term Debt	<b>\$759,650.65</b>
<b><u>Referendum Debt Service Fund 39</u></b>	
Restricted – Retirement of Long-term Debt	<b>\$10,530,029.63</b>
<b><u>Capital Expansion Fund 41</u></b>	
Restricted – Capital Projects	<b>\$1,672,077.35</b>
<b><u>Long Term Capital Improvement Trust Fund 46</u></b>	
Restricted – Capital Projects	<b>\$501,876.10</b>
<b><u>Capital Project Fund 49</u></b>	
Restricted – Capital Projects	<b>\$16,633,544.55</b>
<b><u>Food Service Fund 50</u></b>	
Restricted – Food Service	<b>\$715,244.18</b>
<b><u>Employee Benefit Trust Fund 73</u></b>	
Restricted – OPEB	<b>\$16,582,976.44</b>
<b><u>Community Service Fund 85</u></b>	
Assigned – Subsequent Year’s Budget	<b>\$247,000.00</b>
Unassigned Fund Balance: Working Capital Needs	<b><u>\$657,506.00</u></b>
<b>Total Community Service Fund Balance</b>	<b><u>\$904,506.00</u></b>

9. Introduction (First Reading) of Revised Board of Education Policy 6800 – System of Accounting

Moved by Mr. Samet, seconded by Mr. Whelton to accept the Finance & Budget Committee’s recommendation to approve the introduction (first reading) of revised Board of Education Policy 6800 – Finances; System of Accounting. All ayes. Motion carried unanimously.

From the committee meeting:

Moved by Mr. Whelton, seconded by Mr. Burg to approve the introduction (first reading) of revised Policy 6800 – Finances; System of Accounting. All ayes. Motion carried unanimously.

10. Gifts

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

From the committee meeting:

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

<u>Gift</u>	<u>Donor</u>	<u>Building/Program</u>	<u>Amount</u>
<i>For Information</i>			
Monetary	Bank First National	Red Raider Mfg. Program	750.00
Book	United Methodist Women of St. Luke United Methodist Church	James Madison	14.95
Shoreline Transit Gift Certificate	Kohler Waters Spa	South	225.00

Hot Dog Buns	Piggly Wiggly, South Business Drive	Farnsworth (Panther Preview Night)	400.00
Hot Dogs	Devin Wisman & Family	Farnsworth (Panther Preview Night)	500.00
Hot Dogs/Condiments/ Paper Plates	AJ Wholesale	Farnsworth (Panther Preview Night)	1,000.00
Popcorn	Palo Popcorn	Farnsworth (Panther Preview Night)	34.00
Hats/Gloves	Ross Glove	Grant	300.00
Monetary	Hugh & Ruth V. Ross Charitable Fund Inc.	Sheboygan Theatre Company	1,500.00
Monetary	Walter & Diane Ellis	Sheboygan Theatre Company	250.00
 <i>For Action</i>			
Monetary	Cleveland State Bank	Cleveland Elementary School (iPads/cases/remotes)	5,074.00
Monetary	Jos. Schmitt Construction Legacy Fund	Red Raider Mfg. Program	10,000.00
Monetary	Northeast WI Mfg Alliance Inc.	Red Raider Mfg. Program	2,500.00
Monetary	Sheboygan Cheverolet Chrysler	Red Raider Mfg. Program	40,000.00
Disinfectant Wipes	Rockline Industries	SASD Schools	6,390.27

**E. COMMITTEE OF THE WHOLE**

1. SASD School Boundaries

From the committee meeting:

Moved by Mr. Whelton, seconded by Ms. Pothast to approve administration’s recommended school district boundaries as presented. All ayes. Motion carried unanimously.

Mr. Harvatine and Mr. Konrath spoke about administration’s recommended changes to the middle school boundaries, and specifically to Jefferson Elementary School attendance area as outlined in policy 5120. He added if the Board approves administration’s recommendation at this meeting then they will move forward with implementing the changes.

2. District Administrator Performance Evaluation System (DAPES) Training

From the committee meeting:

President Reinthaler highlighted that DAPES is a superintendent and administrator evaluation system the District will be implementing. There are several dates and timelines that need to be determined to move forward with the next steps of implementing DAPES. Mr. Gallianetti talked about the timing with the DAPES and superintendent evaluation, contract renewal, and salary and whether there would be any conflicts with policy and/or state statute dates and that these timelines are in line with those dates. Ms. Reinthaler explained she would like to get the timeline together and then adjust accordingly.

**F. SPECIAL BOARD COMMITTEES/ASSIGNMENTS**

1. Legislative Breakfast – Mr. Samet and Mr. Whelton provided a review of topics discussed which included taxpayer money that is given to voucher schools and how it impacts the District; and remedies for low spending districts.
2. Heritage School – Ms. Martin introduced Ms. Patti Holmes who thanked the school board for providing the funding for the roof repairs at Heritage School. She briefly talked about their webpage and how to navigate it.
3. Sheboygan Public Education Foundation – Mr. Whelton reported that Dr. Sheehan was honored with an award and that the Texas Hold'em event had the highest number of attendees this year. Mr. Jerry Jones provided an overview of the past year for the Foundation and noted that more than \$1 million has been awarded to teachers through grants and that teachers should consider applying in fall for grants as spring sees a higher number of grant applicants. He noted the importance of scholarship information being provided to students. The school board thanked Mr. Jones for his service.

**COMMUNICATIONS**

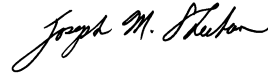
Communications were received.

## **FUTURE MEETING DATES**

December 12, 2017 – Committee meetings beginning at 6:00 p.m. and the Regular Board of Education meeting beginning at 6:30 p.m.

## **ADJOURN**

Moved by Mr. Whelton, seconded by Dr. Hein to adjourn at 8:06 p.m. All ayes. Motion carried unanimously.



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