

**MINUTES OF THE SCHOOL BOARD MEETING
HELD ON MONDAY, AUGUST 24, 2015, AT 5:30 P.M.
HIGH SCHOOL LMC**

PRESENT: Mrs. Coppens, Mrs. Brasure, Mr. Coates, Ms. Kehn (arrived at 5:45 p.m.), Mrs. Lundquist, Mrs. Moll, Mrs. Sparapani, Mr. Burkland, Mrs. Hammill, Mr. Trevillian, and Mr. Hanson

OTHERS PRESENT: Members of the Community

The meeting was called to order by Chairperson Coppens at 5:30 p.m.

Roll call was taken with all members present as mentioned above.

Motion by Brasure/Moll to approve the consent agenda. Unanimous.

BOARD COMMITTEES

Policy Committee – Mrs. Lundquist reported the committee met on August 5th to discuss policies concerning open campus, electronic communication devices, and procedures for bids.

Personnel Committee – Mrs. Coppens reported on Wednesday, August 19th the committee interviewed for the Physical Education/Health Instructor. The candidate has 24 years of teaching experience and will be an asset to the district.

NEW BUSINESS

Approve Retirement of Linda Gordon, Cook

Motion by Coates/Brasure to approve the retirement of Linda Gordon, Cook. Unanimous.

Approve Barry Kaldor for the 3 Hour Custodial Position

Motion by Sparapani/Moll to approve Barry Kaldor for the 3 hour custodial position. Unanimous.

Approve Nicole Anderson for the Junior Varsity Volleyball Position

Motion by Brasure/Coates to approve Nicole Anderson for the junior varsity volleyball position. Unanimous.

Approve Joseph Trudeau for Physical Education/Health Position

Motion by Lundquist/Brasure to approve Joseph Trudeau for the physical education/health position. Unanimous.

Approve Adopted Academic Standards for School District of Niagara

Motion by Moll/Coates to approve adopted academic standards for School District of Niagara. Unanimous.

Approve Post-Issuance Compliance Policy for Tax-Exempt and Tax-Advantaged Obligations and Continuing Disclosure

Motion by Brasure/Coates to approve post-issuance compliance policy for tax-exempt and tax-advantaged obligations and continuing disclosure. Unanimous.

Discuss Adding a QR Code to Niagara School Facebook Pages

The board discussed the QR code and decided it will go on the Facebook page and the brochure.

Approve Alternative Applications for Open Enrollment

Motion by Lundquist/Coates to approve alternative applications for open enrollment. Unanimous.

Approve Intergovernmental Agreement between the Niagara School District and the Beecher-Dunbar-Pembine School District

Mr. Burklund reported Mr. Hanson will be shared with Beecher-Dunbar-Pembine for one day per week at a cost of approximately \$26,000. Motion by Sparapani/Moll to approve Intergovernmental Agreement between the Niagara School District and the Beecher-Dunbar-Pembine School District. Unanimous.

Approve 1st Reading of 5020.3 Electronic Communication Devices

Mrs. Lundquist read the policy. Motion by Sparapani/Brasure to approve the 1st reading of 5020.3 Electronic Communication Devices. Unanimous.

Approve 2nd Reading of Bid and Quote Requirements

Mrs. Lundquist read the policy. Motion by Coates/Brasure to approve 2nd reading of Bid and Quote Requirements. Unanimous.

Approve 2nd Reading of 5029 Semester Exam Attendance Waiver

Motion by Lundquist/Kehn to approve the 2nd reading of 5029 Semester Exam Attendance Waiver. Unanimous.

Approve Lunch Hour-Open/Closed Campus for Student Handbook

Mrs. Lundquist read the policy. Motion by Kehn/Moll to approve lunch hour-open/closed campus for student handbook. Unanimous.

Approve Niagara School District Fee Schedule 2015-2016

Motion by Coates/Kehn to approve Niagara School District Fee Schedule 2015-2016. The only change was milk was raised \$.05 a carton. Unanimous.

Approve Contract with Dr. Loewen

Motion by Brasure/Sparapani to approve contract with Dr. Loewen. The Board asked that Dr. Loewen be sent a thank you card for his services. Unanimous.

Administrators' Report

Business Manager – Mrs. Hammill worked on financial figures for the Civil Rights Audit. Completed and submitted the DPI Census Report and the Proposed Budget for the 2015-2016 school year. Auditors were in the office on August 6 and 7, 2015. Final audit adjustments are forthcoming. Completed the Tax Levy worksheet with assistance from DPI, Baird, Terry Hanson for new and unusual items such as “Transfer of Service”, “Chargeback Taxes”, and Act 32. Working on new employee packets for all HR and payroll items. Working on new payrolls for September to incorporate all schedule changes, insurance changes, and FTE changes. Updated the 2015 Annual Meeting Handbook. Worked with Ms. Paoli at the First National Bank of Niagara regarding the \$2,100,000 proceeds from the sale of bonds and setting up investment accounts. Reviewing time tables of project completions to estimate investment time periods. Initiated short-term borrowing. Worked with new health insurance company with employees coming off and coming on the insurance. Reviewed numerous correspondence relating to the General Obligation Bonds.

Director of Pupil Services – Mr. Hanson reported the Transfer of Service request for 3 students that moved into the district last school year have been completed and sent to DPI for approval. Communicated with DPI regarding Step 2 verification of the self-assessment that the district completed last year. Completed Medicaid Staff Pool List and submitted; and submitted school calendar to Medicaid. Communicated with Breitung Township Schools regarding three students that will be attending Kingsford Middle School Life Skills Program each afternoon. In the process of reviewing special education files and case-loads. Collaborated with technology department on setting up access to various software programs used. Working on IEP process and rubric to share with special education staff.

Principal – Mr. Trevillian reported that he started the process of transferring administrative degree in Michigan over to Wisconsin and observed training in Teachscape. He assisted in the posting and hiring process of physical education/health teacher. Continued to revamp the teaching schedules with Mr. Burklund to accommodate our new hire certifications and best capture the strengths of staff. Assisted in the creation of sports calendars and pocket calendars. Attended the “Student of the Week” luncheon at the Chippewa Club to go over dates and any changes to the process for the upcoming school year. Have been in contact with players/coaches/parents addressing concerns over WIAA eligibility, concussion protocols, physicals, etc. Scheduling our school trainer Jon on training/informing our teaching staff on how to handle and what to look for in the classroom when a child has sustained a concussion. Meeting with Mr. Burklund and Mr. Hanson to discuss administrative duties and expectations for the upcoming year. Discussed teaching assignments with teachers and reasons for possible changes.

Superintendent – Mr. Burklund reported the bonding is final and funds are transferred to our account. Scott Russell from Schneider Electric will be the supervising engineer on site. Continuing to revamp the master schedule and meeting with staff on new subjects. Hired physical education/health teacher and a part-time custodian. Working with Mr. Trevillian through the Danielson Model of Evaluation. In the process of planning and prepping for the in-service days that are scheduled for the end of the week. Attended First Year Superintendent's Conference in Steven's Point. Continuing to work on summer course work through Marian University and Viterbo University. Working with Mrs. Hammill on the budget for the 2015-2016 school year. Communicating and talking with Pembine's Superintendent regarding the contracting of Mr. Hanson for one day a week. Contacted Kingsford regarding the enrollment of students into their AP courses. Working with Mrs. Oratch and Mrs. Lindgren regarding the increase in student enrollment. Mrs. Oratch is going to work on the brochure for the district. Reviewing the districts vision and mission statements and plan to work on any revisions in the upcoming weeks.