

**MINUTES OF THE SCHOOL BOARD MEETING  
HELD ON MONDAY, FEBRUARY 21, 2017, AT 5:30 P.M.  
HIGH SCHOOL LMC**

**PRESENT:** Mrs. Coppens, Mrs. Moll, Mrs. Sparapani, Mrs. Swanson,  
Mr. Burklund, Mr. Trevillian, Mr. Hanson, and  
Mrs. Hammill

**EXCUSED:** Mrs. Brasure, Ms. Kehn, and Mrs. Lundquist

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

Roll call was taken with members present as mentioned above.

Motion by Swanson/Sparapani to approve the consent agenda. Unanimous.

**NEW BUSINESS**

**Approve CESA #8 Contract of 2017-2018**

Mr. Burklund and Mr. Hanson explained the specifics of the contract. Motion by Sparapani/Moll to approve the CESA #8 contract for 2017-2018. Unanimous.

**Approve Audit Report 2015-2016**

Motion by Moll/Swanson to approve the audit report for 2015-2016. Unanimous.

**Four Year Academic Plan**

Mr. Burklund explained there will be some changes in the graduation requirements. The general requirements will change from 25 to 23 and College Prep will change from 27 to 25. New students are coming in with having less required credits and this will align better with other districts.

**Northland International University Projected Future Plans**

Mr. Burklund explained the university is potentially looking at opening an international school that could be possibly house 500-2000 Asian students.

**Administrators' Report**

**Business Manager** – Mrs. Hammill reported the Second Friday of January count was submitted. The loan extension paperwork was signed for the short-term borrowing at mBank. Have been reviewing the budget to see where the district stands and line items are looking very good and the budget is on course. Have been in touch with the auditor regarding closing our MM account at mBank and use of Focus on Energy rebate check.

Worked with Mr. Hanson on a number of budget and claim items for Title IA and IDEA Flow Through. Participated in a webinar training for the Wisconsin Retirement Account. The new computer system WRS will be in place in 2018. Submitted mandatory financial material to Municipal Securities Rulemaking Board through a program called EMMA. This is part of the records data port for continuing disclosure as we have municipal bonds. Continued updates with Nate regarding the teacher salary schedule. Prepared financial data for Chairman Coppens on administrative salaries.

**Director of Special Education** – Mr. Hanson commended Sarah Zychowski for her work on the Badger Backpack Program. Sarah Zychowski has begun providing healthy meals to the districts neediest students over the weekends through the Badger Backpack program. Sarah recognized this need within the district and has organized a food drive and a fund raiser, and coordinates volunteers to prepare the backpacks each week. This past weekend over 30 backpacks with meals for the weekend were prepared and sent home with students. Sarah has also been communicating with Blessings in Backpacks, a national backpack program which funds local organizations efforts with similar projects. The district will also be applying to the M&M Area Community Foundation for financial assistance for the program. The Early Childhood Developmental Screening will be held on March 7<sup>th</sup> for students that are between the ages of 3-5 by September 1<sup>st</sup>. Family Literacy Night will be held on March 15<sup>th</sup>. Working with Mrs. Smith and the elementary staff on planning the event. The theme is being a “Happy Camper through Reading”. Have been meeting with Mrs. Smith and individual elementary staff to discuss student performance data and create interventions/instructional groups within eduCLIMBER. In the process of working with Mrs. Smith researching different writing curriculum. Mrs. Smith has been requesting sample material and will be piloting lessons in different classrooms. Coordinating the February 24<sup>th</sup> in-service with Mr. Trevillian and Mr. Burklund. The in-service will focus on healthy minds, healthy bodies, and healthy classroom. Started formal classroom observations for those teachers that are in their evaluative year. Have been attending virtual meetings to discuss enhancing our community based integrated employment opportunities with Kathy Tuttle, Pam Jensen, and Katey Ambrose.

**Principal** – Mr. Trevillian reported the induction of new members of the National Honor Society will be held on Sunday, February 26<sup>th</sup>. Attended the State MS/HS Principal Convention in Green Bay. It was good networking as sessions included Assessment and Accountability and College and Career Readiness. Continuing entries and completion of evaluations on MyLearningPlan. At the end of January, the district hosted Crivitz and Oconto in a HI-Q meet and the students put on a good performance. Started an elementary student of the month for February (1 per grade). Students get their picture on the board, a write-up, T-shirt, picture in the paper, etc. The students are very excited about this. In the process of reviewing class requests for the 2017-2018 school year with Mrs. Petschar. The winter sports season is coming to an end. Continuing to work on the spring sports schedules for this year as well as fall and winter sports for next year. Career Day was held with 16 different professions who spoke to grades 6-12. It was a great opportunity for students to explore career paths.

**Superintendent**– Mr. Burklund reported Career Day on February 17<sup>th</sup> went well. A thank you to all those that helped make it a success. The new salary model for instructors is coming along well. Hoping to finalize in the weeks to come. The Flex Period continues to grow. Have met with the 6-12 instructors to talk about future needs and services. Very positive feedback from the instructors on climate and culture of the district. The Policy Committee is set-up on Board Docs to review the NEOLA Policies. Meeting with Tim Baneck from NEOLA on the 9<sup>th</sup> of March to go over policies and those that need to be changed. Working with Mrs. Hammill on projected budget information for the 2017-2018 school year. Mrs. Gayle Zychowski went to an Affordable Care Act training at CESA #8. It was good information as it does not apply to our staff for this year. Will be attending a CESA #8 meeting with Mrs. Hammill where Tom Joynt will cover a budgeting process. Had a conference call with Pam Queoff from M3 regarding our district coverage for operations and worker's compensation. There will be a projected savings with even more a savings for next year. Met with Mr. Cretton about adding additional video cameras in the black areas of the school. Mr. Cretton will be working on a quote. Mrs. Shanna Champeau spoke to the 100+ Women's Club about funding the district on the purchase of more Tower Gardens for our elementary school and science departments. The Staff Wellness Challenge has started with more than half of the staff joining as it is a fun way to compete and stay healthy. In the process of working with NWTC on schedules and future course offerings. The Great 8 Winter Games were successful and a thank you to all those who volunteered.

Motion by Moll/Sparapani to go into closed session at 6:45 p.m. Unanimous.

Motion by Sparapani/Swanson to go into open session at 7:52 p.m. Unanimous.

Motion by Moll/Sparapani to adjourn at 7:52 p.m. Unanimous.