

**MINUTES OF THE SCHOOL BOARD MEETING  
HELD ON MONDAY, AUGUST 28, 2017, AT 5:30 P.M.  
HIGH SCHOOL LMC**

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

**EXCUSED:** Mrs. Lundquist

**OTHERS PRESENT:** Maggie Lanthier

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 Moll/Swanson to approve the consent agenda. Unanimous.

**COMMUNICATION FROM THE PUBLIC**

**Correspondence**

Mr. Burklund passed around a card from a former student and a letter from TOSA Foundation in regards to the grant we received for our technology department in the amount of \$23,992.00.

**BOARD COMMITTEES**

**Policy**

Mr. Burklund reported the first reading of NEOLA was discussed at the Policy Committee meeting. The second reading will be in September. There will be a new resolution to end the old policies and start the new NEOLA policies.

**NEW BUSINESS**

**Approve Contract with Dr. Loewen**

Motion by Kehn/Moll to approve a contract with Dr. Loewen for the 2017-2018 school year for medical consultation for the school nurse. Unanimous.

**Approve Crystal Howen as a Full-time Paraprofessional**

Motion by Sparapani/Brasure to approve Crystal Howen as a full-time paraprofessional. Unanimous.

**Discuss the First Draft of NEOLA Policies**

Mr. Burklund discussed this previously.

**Approve Updates to the Employee Handbook for the 2017-2018 School Year**

Motion by Moll/Swanson to approve the updates to the employee handbook for the 2017-2018 school year. Unanimous.

**Approve New Salary Model Language to be Consistent with Handbook**

Motion by Moll/Kehn to approve new salary model language to be consistent with the employee handbook. The deadline for course work will be changed from November 15<sup>th</sup> to June 30<sup>th</sup>. Unanimous.

**Approve Student Assurance All Pupil Coverage with Voluntary Sports Coverage for the 2017-2018 School Year**

Motion by Kehn/Swanson to approve Student Assurance All Pupil Coverage with Voluntary Sports Coverage for the 2017-2018 School Year. Mr. Burklund reported that a lot of the districts do not offer the student insurance. The supplemental insurance is available to families to purchase for sports and WIAA has a concussion coverage that is now available.

**Approve Ben Patterson as the Junior High Football Coach**

Motion by Kehn/Sparapani to approve Ben Patterson as the Junior High Football Coach. Unanimous.

**Approve Debbie Tauriainen as the One-Act Coach**

Motion by Kehn/Sparapani to approve Debbie Tauriainen as the One-Act Coach. Unanimous.

**Approve Ten Alternative Open Enrollment Transfer Students In**

Motion by Kehn/Moll to approve ten alternative open enrollment applications. Unanimous. Mr. Burklund reported open enrollment is at 102.

**Approve One Alternative Open Enrollment Transfer Student Out**

Motion by Kehn/Moll to approve one alternative open enrollment transfer student out. Unanimous.

**Approve Youth Options Form**

Motion by Sparapani/Brasure to approve the youth options form. Susan Moll abstained. Motion carried.

**Approve New Checking Account with Forward Financial Credit Union**

Motion Kehn/Brasure to approve new checking account with Forward Financial Credit Union. Unanimous.

**Administrators' Report**

**Business Manager** – Mrs. Hammill reported she is working on the 2017-2018 budget, has completed and submitted the census report, the Aid Certification Report to DPI, and the Child Nutrition Program Annual Financial

Report. Prepared for the 2016-2017 audit. The audit was completed on August 1<sup>st</sup> and 2<sup>nd</sup> and it went very well. In the process of preparing for the teacher payrolls for the new year. Enrolled new teachers in the Human Resource area. A refund from mBank for imaging fees and loan fee was received. Finished the confirmation test for the new WRS system and it was successful. In the process of working on preliminary work for the annual meeting, and the Medicaid Quarterly Financials, and the Annual Reports.

**Director of Pupil Services** – Mr. Hanson reported the final claims for the 2016-2017 school year and initial budgets have been submitted. The new special education students have been entered into Skyward. There was a Trauma Sensitive Training held on August 18<sup>th</sup> with Pamela Black hosting the training. Attended a Rural Community of Practice meeting, continuing to discuss employment opportunities for students with disabilities in Northeastern Wisconsin. Have been communicating with Mr. Burklund and Ellayne Trevor from CESA #8 on Medicaid claims. Met with Mr. Burklund and Lisa Misco the new Executive Director of Special Education at CESA #8. Working with Megen Smith on completing the districts Title 1 Schoolwide Plan. The Transfer of Service claims have been completed. In the process of setting up Mylearning plan for staff for the 2017-2018 school year.

**Principal** – Mr. Trevillian reported the in-service was held on August 23<sup>rd</sup> and 24<sup>th</sup> with Open House on the evening of the 23<sup>rd</sup>. Continuing to refine schedules in conjunction with Mrs. Petschar/Mrs. Oratch. Updated the coach's handbook and met with the fall coaches. The sports calendars were ordered and delivered. In the process of filling some of the extracurricular activity positions. Reviewed physicals, concussion forms, HIPPA forms, etc. Reviewed the previous testing data to find strengths and weaknesses.

**Superintendent** – Mr. Burklund reported that all educators are assigned to their evaluators through Educator Effectiveness. The teacher in-service and open house went well. Summer school numbers were very good and all went well with each of the different course offerings. The health and physics textbooks have been updated for the 2017-2018 school year. Continuously keeping an eye on the Governor's biennial budget proposal. The audit went well. Still working with Forward Health, MJ Care, and CESA #8 on the back billing. To receive the Medicaid money was a big task which was the result of persistency. All the carpeting is complete and the school is looking great! The asphalt and seal coating is complete. Thank you to the summer work crew for their hard work and dedication. Students are on their Presque Isle adventure representing Niagara. Working with M&M Foundation on a grant on clean energy. The open enrollment count is 102. The SMART Flat Panels are in and up and running. Would like to thank the staff for the hard work put into making this a great district and for the excitement brought into the first day of school.

Motion by Kehn/Moll to adjourn at 6:42 p.m.