

**MINUTES OF THE REGULAR SCHOOL BOARD MEETING
MONDAY, JUNE 27, 2018, AT 5:30 P.M.
HIGH SCHOOL LMC**

PRESENT: Mrs. Brasure, Ms. Kehn, Mrs. Moll, Mrs. Neuens, Mrs. Sparapani,
Mr. Burklund, Mr. Trevillian, Mr. Hanson, and Mrs. Lindow

EXCUSED: Mrs. Coppens, Mrs. Swanson

Others Present: Kerri Oratch

The meeting was called to order by Mrs. Moll at 5:30 p.m.

Roll call was taken with members present as mentioned above.

Motion by Kehn/Neuens to approve the agenda. Unanimous.

COMMUNICATION FROM THE PUBLIC

Correspondence – The district received a thank you note from Barb Augustine.

Permission to Issue 2018-2019 Purchase Orders

Motion by Kehn/Brasure to give permission to issue 2018-2019 purchase orders. Unanimous.

Approve Start College Now Applications

Motion by Sparapani/Kehn to approve Start College Now applications. Mrs. Moll abstained.
Motion carried.

**Approve to Remove Patty Hammill and Add Shawna Lindow to the Forward
Financial Credit Card for a Credit Limit of \$1,500**

Motion by Kehn/Neuens to remove Patty Hammill and add Shawna Lindow to the Forward
Financial credit card for a credit limit of \$1,500. Unanimous.

**Approve to Remove Patty Hammill and Add Shawna Lindow to the Wal-Mart
Credit Cards for a limit of \$2,000**

Motion by Kehn/Neuens to remove Patty Hammill and add Shawna Lindow to the Wal-Mart
credit cards for a limit of \$2,000. Unanimous.

Approve resignation of Katelyn Swanson as Eighth Grade Girls Basketball Coach

Motion by Kehn/Sparapani to approve the resignation of Katelyn Swanson as the eighth grade
girls basketball coach. Unanimous.

Approve Purchase Service Agreement with Computer Services and Enhancement

Motion by Kehn/Neuens to approve the Purchase Service Agreement with Computer Services
and Enhancement. Unanimous.

**Approve Contract for the Business Manager, Shawna Lindow, for July 1, 2018 to
June 30, 2019**

Motion by Brasure/Kehn to approve the contract for the Business Manager, Shawna
Lindow for July 1, 2018 to June 30, 2019. Unanimous.

Approve Contract for the Director of Curriculum/Guidance Counselor, Sherri Petschar, for July 1, 2018 to June 30, 2019

Motion by Brasure/Neuens to approve the contract for the Director of Curriculum/Guidance Counselor, Sherri Petschar, for July 1, 2018 to June 30, 2019. Unanimous.

Approve Contract for the Administrative Assistant to the Superintendent, Kerri Oratch, for July 1, 2018 to June 30, 2019

Motion by Brasure/Kehn to approve the contract for the Administrative Assistant to the Superintendent, Kerri Oratch, for July 1, 2018 to June 30, 2019. Unanimous.

Approve the CPI-U 2.13% Increase of Total Base Wages for 2018-2019 for NESPA

Motion by Kehn/Neuens to approve the CPI-U 2.13% Increase of Total Base Wages for 2018-2019 for NESPA. Unanimous.

Approve the First Reading of Updated Policy #6325 – Procurement – Federal Grants/Funds and Adopt the Policy

Motion by Sparapani/Kehn to approve the first reading of updates Policy #6325 – Procurement – Federal Grants/Funds. Unanimous.

Motion by Neuens/Kehn to adopt Policy #6325 – Procurement – Federal Grants/Funds. Unanimous.

Administrators' Reports

Business Manager – Mrs. Lindow reported that she recently attended the Wisconsin Institute of Certified Public Accountants School District Auditor's Conference and will also be attending six additional conferences during the year as part of the Wisconsin Association of School Business Official Year of Success Program. Mrs. Lindow also stated she is working on several projects, including the year end accounting in preparation for the audit and DPI annual reporting, the 2018-2019 budget, and assisting Mrs. Hanson with reimbursements for both Title I and II and IDEA. Projects that have been completed include the set-up of online banking at both mBank and Forward Financial Credit Union and submitting the safety grant.

Director of Pupil Services – Mr. Hanson reported that he participated in interviews for the Wisconsin DPI Region 8 RSN Director position at CESA 8. He also attended a SBS/Medicaid training at CESA 8. Mr. Hanson reported that, unfortunately, we did not receive the Transition Readiness Grant. Other items Mr. Hanson reported on include:

1. Year-end special education – Completed year end special education forms, Skyward updates, etc.
2. Literacy – Met with Mrs. Smith, Mrs. Petschar, Mr. Trevilian to review reading data and discuss needed interventions for next year specifically in 5th and 6th grades.
3. Federal funds budget – Met with Shawna to discuss federal funds budgets, adjusted budgets.
4. School Based Services/Medicaid claiming - Submit monthly claims to CESA 8 for processing.
5. Collaboration Teams – Collaboration teams are meeting regularly to discuss student needs, school events, curriculum, etc.

Principal – Mr. Trevillian reported that he attended the Hometowne Athlete of the Year Banquet and three Niagara athletes represented the district. He is currently working on completing an updated athletic code for both middle school and high school students and completed final meetings for staff in an evaluation year. Mr. Trevillian also discussed the positive feedback from the community regarding the school calendar for the 2017-2018 school year. Other items Mr. Trevillian reported on include:

1. Middle School/High School- Master class schedule completed
2. Attended Monthly NASF Meeting- RECAP on Year and Future goals
3. PTO- sponsored 8th grade recognition ceremony and it was attended
4. Exit Meetings for Spring Athletic Coaches- currently going on
5. Continue to work on Schedules, officials, etc. for athletics next year
6. Sports Calendars for next year ordered
7. Grades were completed/ report cards posted/ honor rolls sent to the newspapers
8. Grandparents' Program was a success- Thank you Mr. Lundquist
9. Graduation went well
10. Woodland RTA/ NWTC Spring meeting was held
11. Summer School, Driver's Ed, and summer weight program began
12. Free Anna Deforge basketball camp for MS/HS

Superintendent – Mr. Burklund reported that the Safety Grant has been submitted to the Department of Justice and he is currently working on adjustments to the grant with Shawna. Mr. Burklund also reported the he, Cecil, and Shawna met with Jeremy from EC&D for ideas and pricing for removal and replacement of boilers. Other items Mr. Burklund reported on include:

1. Summer weight room is up and running. Staffing with coaches. Student numbers are not where we would like them.
2. Thank you to those who assisted in writing the Transition Grant. Thank you Mr. Hanson for your hard work on this. Unfortunately, there was not enough money to fund our proposal.
3. End of the year meeting with staff to discuss goals and to discuss alignment and adjustment for upcoming fall.
4. Reviewing requisitions from staff.
5. End of the year meeting with staff to discuss goals and to discuss alignment and adjustment for upcoming fall.
6. Woodland Regional meeting was on June 20.
7. Met with support staff representation to discuss wages.
8. Continue to meet with Shawna on areas of budget, coding and other financials.
9. Thank you to Anna DeForge for working with our student athletes.
10. Continuous work with local districts on the upcoming school year professional development dates.
11. The District Office has begun working four, 10 hour days.

Motion by Brasure/Kehn to adjourn at 6:33 p.m. Unanimous.