

**MINUTES OF THE SCHOOL BOARD MEETING
HELD ON MONDAY, DECEMBER 21, 2015, AT 5:30 P.M.
HIGH SCHOOL LMC**

PRESENT: Mrs. Coppens, Mr. Coates, Ms. Kehn, Mrs. Lundquist,
Mrs. Moll, Mr. Burklund, Mrs. Hammill, Mr. Hanson,
and Mr. Trevillian

EXCUSED: Mrs. Brasure and Mrs. Sparapani

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 members present as mentioned above.

Motion by Coates/Kehn to approve the consent agenda. Unanimous.

NEW BUSINESS

Discuss 2014-2015 Audit by Scott Sternhagen, Auditor from Schenck

Auditor, Scott Sternhagen, from Schenck Business Solutions was present to discuss the 2014-2015 audit. Mr. Sternhagen reviewed the audit report and went over the financial statements. The unassigned fund balance is \$776,749.00, which is 11% of the Fund 10 Budget. The district is slowly adding back to the Fund Balance. The recommended percentage is 15-25%. Mr. Sternhagen indicated the budget was looking good.

Approve Audit Report 2014-2015

Motion by Coates/Moll to approve the audit report for 2014-2015. Unanimous.

Approve or Reject Bid for Cafeteria Items

Motion by Coates/Lundquist to reject the bid for cafeteria items. Unanimous.

Approve 2nd Reading of 2100 Code of Ethics, 2101 Name of District, 2102 Legal Status of the Board, 2103 General Powers and Duties of the Board, 2105 Membership, 2106 Organization of the Board, 2203 Duties of the Vice-President, 2204 Duties of the Clerk, 2205 Duties of the Treasurer, 2310 Formulation of Board Policy, 2320 Policy Revision, 2330 Dissemination and Review of Policies, 2340 Adoption of Administrative Rules and Regulations, 2350 Standing Committees, 2360 Special Committees, 2370 Voluntary Assignments, 2380 Legal Counsel, 2401 Regular Meeting of the Board, and 2402 Special Meetings of the Board

Motion by Kehn/Lundquist to approve the 2nd reading of policies listed above. Unanimous.

Administrators' Report

Business Manager – Mrs. Hammill reported a request was submitted for REAP Grant money in the amount of \$43,125. The Non-Discrimination Testing worksheets were completed and submitted to EBC. Assisting Donna Moreau and Terry Hanson with the Title II-A ESEA Grant which needed additional work to be approved. Worked with Ameritas on our dental insurance, and addressed an email and a phone call from property owners regarding the increase in property tax bills. Worked on an approved system for reconciling the bank statement to the monthly e-fund payments due to the increase of on-line payments for lunch and fees. Soon to be working on reconciling and reporting working hours and wages to the Wisconsin Retirement System and W-2's.

Director of Special Education – Mr. Hanson reported he is continuing to meet regularly with Ms. Hood regarding STAR assessment data to analyze the data from the results, continuing to update and review special education files, and continuing servicing Pembine one day a week. Participating in IEP meetings and evaluation/re-evaluation meetings. Communicating with eduCLIMBER on the process of uploading data and began sharing data with eduCLIMBER. Almost done loading data, so far data from last 3 years of STAR assessments, WKCE, BADGER, PALS, ACT, and Skyward data have been uploaded. Started mini observations with teachers that are in evaluation year. Meeting regularly with Mr. Burklund and Mr. Trevillian to discuss needs, staffing needs, professional development, and Educator Effectiveness, etc. Working with Deb Wall and Stephanie Feldner, regarding a follow-up on a site visit with the teachers that attended the co-teaching workshop in November. Worked with Dave Kwiatkowski and Jodi Marsh from CESA #8 regarding Brand New Day school based mental health services program that CEAS #8 has started. Presented the IEP writing workshop at CESA #8. Completed the Special Education High Cost Claim and submitted to DPI.

Principal – Mr. Trevillian reported he is doing weekly common planning meetings with the 7-12 teachers. Collected and distributed November Academic Achievement Awards for 4k-6. Met with the Science committee on NGSS Standards and building science knowledge in the younger grades. Continued daily activities of monitoring student behavior, observation, lunch room duties, addressing student and parent concerns. Had discussion with staff members on communication with students. Many athletic events have taken place and everything is going well. Attended the monthly NACFS meeting and the Health Committee meeting – a healthy staff leads to a healthy school. Continuing to meet with Mr. Burklund and Mr. Hanson on future scheduling, staffing, needs, etc. Working on completing/updating course description booklet for 2016-2107 with Mrs. Oratch and Mrs. Petschar. Met with the sophomores who attended the leadership conference. The Project Innovate was excellent. Very proud of the students, staff, and community working together.

Superintendent – Mr. Burklund reported he is working with Scott Russell to discuss the power shutdown for the week of June 13th for electrical upgrade. Van Ert has been working on some electrical at night. VOIP will be ready sometime after Christmas Break. This past week there were some leaks in the roof in the elementary. Commend the staff on the hard beginning of the month dealing with the loss of a student. Meeting with Scott and Terry to discuss the growth of the district and any needs that can be provided. Reviewed our open enrollment capacity for future planning of potential open enrollment students with disabilities. On December 17th administration was trained on Skylert notifications. This new program will send out messages to parents from the district. Gearing up for spring courses. One will be in Appleton on Tuesday afternoons from 5:30 p.m. to 9:30 p.m. Another will be held on three Saturday's in Tomahawk and Green Bay. Traveling to LaCrosse on a couple of Saturday's also. Met with Mr. Neihaus to continue to discuss on our sharing of staff and other resources. Reviewed the audit report by Schenk. Continuing to work with Cecil on district upgrades ad needs. Worked with Cecil and Juli Hulce on moving the television from the High School LMC to the commons area and there will be a Power Point slide show in the near future. The new cafeteria tables that were ordered are here. Continuing communication with the Website committee in regards to design and look. Juli Hulce has been in direct contact with CMS4Schools as we develop the layout of the new website. Communicated with Mr. Hanson on Special Education High Cost claims to capture almost \$10,000. Bay de Noc Community College visited the district to discuss opportunity for our students and potential of having courses here at Niagara. Does not look like it will fit into our scheduling. Skylert training is complete and the new system will be up and running soon. Project Innovate money is going to be used toward the most needed areas of the district. Upgrades to Computer lab 122 and Mrs. Anderson's Lab/Room. This will be a total of 35 new desk top computers. A Laptop cart with 32 laptops will also be purchased. Planning to establish and meet with a Strategic Plan committee after the Holidays. Aaron Harper would like to do a monthly radio piece.

Enrollment Report

The enrollment is up two students.

Future Meetings

The next Board meeting will be held on Monday, January 25, 2016, at 5:30 p.m.

Motion by Kehn/Moll to adjourn at 6:25 p.m. Unanimous.