

**MINUTES OF THE SCHOOL BOARD MEETING  
HELD ON MONDAY, JANUARY 26, 2016, AT 5:30 P.M.  
HIGH SCHOOL LMC**

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

**OTHERS PRESENT: Members of the Community**

The meeting was called to order by Chairperson Coppens at 5:33 p.m.

Roll call was taken with members present as mentioned above.

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

**BOARD COMMITTEE REPORTS**

**Legislative – WASB Convention Report**

Mr. Burklund reported he attended a session on school finance. Looked at some of the salary schedule models from different schools. Attended a good legal update presented by Geoff Lacy. Mr. Coates reported there are some good Active Shooter Training Presentations called ALICE Training Program available. Mrs. Coppens reported she attended a session on medical issues with lighting in a classroom and the brain and also attended a session on rejection to do with bullying of children starting at a young age. Mrs. Lundquist said there were 15 proposals presented at the Delegate meeting.

**NEW BUSINESS**

**Approve the Number of Regular & Special Education Spaces Available for Open Enrollment for the 2016-2017 School Year**

Mr. Burklund reported this is an annual approval needed in January for DPI. There are new rules that require all students be accepted if there is room at the district. Mr. Hanson commented that the special education department is at capacity. Motion by Sparapani/Brasure to approve the number of regular & special education spaces available for the 2016-2017 school year. Unanimous.

**Approve Open Enrollment Policy**

Mrs. Moll reported there were some legal references missed compared to the old policy. Mr. Burklund reported the necessary changes can be made to add legal references to the policy. Motion by Brasure/Moll to approve the open enrollment policy with necessary revisions. Unanimous.

**Approve One Alternative Open Enrollment In**

Motion by Coates/Moll to approve one Alternative Open Enrollment In. Unanimous.

**Administrators' Report**

**Business Manager** – Mrs. Hammill reported there was a partial short-term borrowing loan payment to the First National Bank of Niagara on December 29, 2015, as the loan was two months. Tax receipts from the City and Township will be received during mid-January and mid-February and the balance can be paid off. Reconciled payroll from 01/01/2015 – 12/31/2015. W-2's will be printed on Friday, January 22, 2016. Reconciled Wisconsin Retirement hours and earnings for 2015. Received notification from Employee Benefit Corporation that the school passed all compliance testing for the non-discrimination testing for the past year. Calculated and billed Beecher-Dunbar-Pembine Schools for Director of Pupil Services for 20% of salary and benefits to date for the fiscal year. Calculated and billed Florence School District for Food Service Contract for services 08/01/2015 – 12/31/2015. The Second Friday in January Count was completed and submitted on January 19, 2016. The Second Friday count in January is down four students from the Third Friday count in September. Calculated and billed Goodman School District and Beecher-Dunbar-Pembine School District for the 2015 Predator season with the receipts totaling \$21,526.27. Medicaid quarterly cost report was completed and submitted on-line before the due date. Submitted ESEA Title II A reimbursement number one, number two, and IDEA reimbursement request number two.

**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. In the process of updating and reviewing special education files and continuing to service Pembine 1 day per week. Communicating with eduCLIMBER on the process of uploading data and began sharing data with eduCLIMBER. Completing mini observations with teachers that are in the evaluation year. Meeting regularly with Mr. Burklund and Mr. Trevillian to discuss student needs, staffing needs, professional development, and Educator Effectiveness. Worked with Deb Wall from CESA #8 regarding a follow-up on-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 CESA #8 has started. Working with Mrs. Petschar and Mr. Trevillian on scheduling and grading. The Café Book Club continues to meet every Tuesday. Worked with Mrs. Petschar, Mrs. Gunderson, and Mr. Trevillian regarding interventions for a specific student and with Mr. Burklund and Mrs. Lindgren regarding open enrollment.

**Principal** – Mr. Trevillian reported he has been attending the weekly common planning meetings with 7-12 teachers and elementary has broken down into smaller groups for their common planning meetings. Attended the PTO meeting. Continued daily activities of monitoring student behavior, observations, lunch room duties, and addressing student and parent concerns. Continue Educator Effectiveness SLO meetings. Three mini observations and two formal evaluations were completed. Several athletic events have taken place and everything is going well. Attended the School Messenger training as this will be a great tool for getting information out to parents by means of texting, phone,

email, Facebook, etc. Continuing to meet with Mr. Burkland and Mr. Hanson on future scheduling, staffing, needs, etc. The in-service went well with the Active Shooter training. First semester exams are completed. Students in Grades 4-8 competed in the school Geography Bee – congratulations to Sydney Dunkes for winning. Attended the M&O Athletic Director meeting, M&O Principal meeting, football conference meeting, and Junior High Basketball tournament meeting. Working on second semester schedule changes with Mrs. Petschar. Starting to plan for the M&O Academic Bowl as Niagara is the host this year. The basketball schedules for 2016-2017 are done. Have been assisting Joseph Trudeau with the Great 8 Winter Games.

**Superintendent** – Mr. Burkland reported he is continuing to communicate with Scott Russell on the continuous work that is going on in the building. Tweet/Garot is working on the mechanical part of the plan and Van Ert has been working on some electrical at night. The power will be shut down over the summer. The tile work in the bathrooms was completed on the week of January 5<sup>th</sup>. VOIP has been delayed. Air units will be replaced over spring break on the 28<sup>th</sup> and 29<sup>th</sup> of March. Have been meeting with Mr. Trevillian and Mr. Hanson to discuss the growth of the district and any needs that can be provided. Upcoming scheduling and staff needs will be discussed. Met with a committee of teachers and administrators to look at the calendar proposals. Reviewed our open-enrollment capacity for future planning of potential open-enrollment students with disabilities. On January 15<sup>th</sup> Skylert notifications were officially kicked off. Continuing to meet with Mr. Trevillian in regards to athletic programs offered by the district and also meeting with the Health and Wellness Committee in regards to wellness initiatives for the district. The WASB Convention is the week of January 18<sup>th</sup>. Reviewed the football budget break down that Patty completed. Going to meet with local superintendents and Mary Basel regarding our insurance and a health grant. Continuing to work with Cecil on district upgrades and needs. The new electric projector screen is hung in the large gym and a thank you to the PTO and Mrs. Stockel for funding the purchase. Continuing communication with the Website Committee in regards to design and look and Juli Hulce has been in direct contact with CMS4Schools as we develop our layout of the new website. We have been receiving all of the ordered technology that was purchased with the \$25,000 funds from Project Innovate. Doing radio interviews with Aaron Harper and will air on WJNR every second Saturday of each month at 10:00 a.m.

Motion by Coates/Brasure to go into closed session at 7:05 p.m. Unanimous.

Motion by Moll/Kehn to go into open session at 8:25 p.m. Unanimous.

Motion by Brasure/Kehn to adjourn at 8:25 p.m. Unanimous.