

**MINUTES OF THE SCHOOL BOARD MEETING  
HELD ON MONDAY, MARCH 26, 2018, AT 5:30 P.M.  
HIGH SCHOOL LMC**

**PRESENT:** Mrs. Coppens, Mrs. Brasure (arrived at 5:40 p.m.)  
Mrs. Moll, Mrs. Sparapani, Mrs. Swanson, Mr. Burklund,  
Mr. Hanson, and Mrs. Hammill

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

**Others Present:** Mrs. Brown and Mrs. Oratch

The meeting was called to order by Chairperson Coppens at 5:35 p.m.

Roll call was taken with all members present as mentioned above.

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

**COMMITTEE REPORTS**

**Personnel** – Mr. Burklund reported the committee had met on Thursday to discuss hiring procedure and recommended Darcy Brown for the Administrative Assistant for the Principal.

**NEW BUSINESS**

**Approve Darcy Brown as Administrative Assistant to the Principal**

Motion by Sparapani/Brasure to approve Darcy Brown as Administrative Assistant to the Principal. Unanimous.

**Approve the CESA #8 Contract for 2018-2019**

Mr. Burklund reported the special education services will include: PT, Psych, and Deaf/Hard Hearing. There will be a savings of \$8,000 by not renewing Curriculum, Instruction and Assessment Services. Motion by Sparapani/Moll to approve the CESA #8 Contract for 2018-2019. Unanimous.

**Approve the CESA #8 Board of Control Representative**

A board member needed for a monthly meeting. Motion by Moll/Swanson to table this until the next meeting. Unanimous.

**Approve the First Reading of Updated NEOLA Policies**

The committee met before the meeting to discuss the policies. Motion by Brasure/Swanson to approve the first reading of updated NEOLA policies. Unanimous.

**Approve the 2018-2019 School Calendar**

Mr. Burklund reported that the district did not get the waiver to start before Labor Day. Motion by Moll/Sparapani to approve the 2018-2019 school calendar. Unanimous.

**Discuss Quotes on a New Bus**

Mr. Burklund reported there was one bus quote from Mid-State Truck Service in Wausau, Wisconsin at \$85,000.

**Discuss Building Needs**

Mr. Burklund reported on new updates for the district such as new computers, a used compressor, a new water heater, new boilers, new bleachers, basketball hoop motors, new flooring, etc. In the process of building a package deal for a fall referendum.

**Administrators' Report**

**Business Manager** – Mrs. Hammill reported as required by law, used the EMMA Data port to submit the Continuing Disclosure financial statements relating to the Bond Obligation. Worked on an ad for the soon to be vacated Business Manager position and interview questions. Also worked on a list of job duties and some specific instructions for the new position. Approved the proposal submitted by Key Benefit Concepts for the new actuarial. Worked with Terry Hanson on IDEA Flow Through reimbursements for the third quarter. Spoke with mBank regarding short-term borrowing next year and discussing the option of one short-term note for the whole year with two payments. Board action will require the amount of the short-term borrowing, the interest rate, and term of the loan. There was short-term loan on March 21, 2018, for \$550,000.00.

**Director of Pupil Services** – Mr. Hanson reported the Early Childhood Developmental Screening was held on February 27<sup>th</sup> for students who are between the ages of 3-5 by September 1<sup>st</sup> and who are not currently enrolled. Family Literacy Night was held on March 21<sup>st</sup>. Megan Smith and the elementary staff did a great job on planning the event. The theme was Springing into Reading. Once again it was well attended and successful. On Friday, March 23<sup>rd</sup> trauma sensitive training at CESA #8. Participated in the Administrative Assistant position interviews for the principal. Attended CESA #8/RSN/Special Education Directors meeting, Mary Gerbig from Davis & Kuelthau gave a legal update on recent OCR and OCEP guidance as well as changes to the special needs scholarship program. Attended a webinar and meeting on a new Transition Readiness Grant. We will be joining a consortium of other districts applying for one of the grants focused on and post-graduation employment skills for students with disabilities, grants will range from \$25,000 to \$100,000. Met with Dale Baily, DPI Statewide Early Literacy Coordinator, along with Mrs. Petschar, Mrs. Smith and Mrs. Santoni to discuss language development and literacy and the relationship with written language especially at the lower elementary level.

**Superintendent** – Mr. Burklund reported he met with the Writing Committee to discuss the upcoming grant and met with the ACP team to discuss survey groups for when DPI comes to observe our ACP Program. DPI is impressed with our progress with the program. Discussed the 2018-2019 calendar with the Steering Committee. Met with the staff multiple times to discuss school safety, rumors, and lockdown procedures. Family Literacy Night went well. Thank you to Megen Smith and staff for the hard work in putting the event together. Myself, Mr. Hanson, and Mr. Trevillian all read to the elementary students on different days. On August 28<sup>th</sup> Leroy Butler will speak at the in-service. There will be Goodman, Florence, Pembine, and Laona in attendance also. Met ON March 14<sup>th</sup> with the E4ED committee as a steering committee member. I did this through Zoom technology. Opportunity for teachers to take part in the CATE program. Attended the WASDA regional meeting on March 23<sup>rd</sup>. On March 29<sup>th</sup> the interviews for the Business Manager will be held. The CEP letter went out to families. The letter's purpose is to give more information about the benefits that are available to families from the state and county. April 1<sup>st</sup> is the deadline for the Direct Certification reporting. Have been working with Cecil on safety concerns around the building. Working with Wausaukee School District on purchasing an old compressor as the district is in need of one. Will be attending the Dickinson Area Economic Development Alliance on April 28<sup>th</sup>.

Motion by Moll/Brasure to adjourn at 6:55 p.m. Unanimous.