

D. C. EVEREST AREA SCHOOL DISTRICT

6300 Alderson Street, Weston, Wisconsin 54476

Regular Monthly
Board Meeting

April 29, 2008

7:30 p.m

MINUTES

1. Call to Order

President Schaefer called the regular monthly school board meeting to order on April 29, 2008, at 7:30 p.m., at the Administration Building.

2. Roll Call

Board members present were Mary Hancock, Jason Jablonski, Rita Kasten, Valerie Palarski, Larry Schaefer, Andrew Sutton and Gretchen Thuot. Student Representative Leah Hintz was present. Also present were Kristine A. Gilmore, Superintendent of Schools, Thomas R. Owens, Assistant Superintendent, Business/Personnel Services, and Lois M. Alt, Assistant Superintendent, Curriculum, Instruction & Technology. For visitors: See Register.

3. Pledge to the Flag

Those present recited the pledge to the flag. Schaefer announced the board will contemplate meeting in closed session following the open meeting pursuant to W.S.S. 19.85(1)(a)(c)(e) – to consider the expulsion of a student from the senior high school; to be updated on a Teamsters grievance and on an Everest Paraprofessionals Union (EPU) grievance; to discuss personnel issues including a retirement that possibly will result in a memorandum of understanding with the D.C. Everest Teachers Association (DCETA), an employee’s medical situation, and an administrator personnel issue.

4. Hearing of Delegations Present

4.1. Washington, D.C. Student Delegation Report

Teacher Chad Thompson and junior high students, Johanna Dobeck, Jenny Mack and Brin Lawrence from the American Institutions class gave a presentation on their recent trip to Washington, D.C. and thanked the board for giving them the opportunity to experience this trip.

5. Consent Agenda

Motion by Kasten, second by Hancock, to approve the consent agenda as follows. Sutton requested that budget transfer 5.4.16. be pulled for discussion. With a roll call vote, Hancock-yes, Jablonski-yes, Kasten-yes, Palarski-yes, Schaefer-yes, Sutton-yes, and Thuot-yes. Motion carried.

5.1. Approval of Minutes of March 18, 2008

5.2. Recommended Employment/Resignations/Contract Adjustments

5.2.1. Recommended Employment

Certified Staff

<i>Name</i>	<i>Position</i>	<i>Degree/Step</i>	<i>%</i>	<i>Start</i>	<i>New/Replace</i>
Jeffery Wais	Physical Education Teacher	BA (4)	100	8-21-08	Replace
Leslie Cormack	7th Gr. English Teacher-MS	BA (1)	100	8-21-08	Replace

Certified Staff – Summer School

<i>Name</i>	<i>Position</i>	<i>Degree/Step</i>	<i>%</i>	<i>Start</i>	<i>New/Replace</i>
Jerry Jiter	Driver’s Education	\$23.75/hr	8 Hours	6/12/08	Replace

Support Staff

<i>Name</i>	<i>Position/Bldg.</i>	<i>Wage/hr</i>	<i>Start</i>	<i>Type</i>	<i>New/Replace</i>
Susan Leipart	Food Server/JH	\$9.25	04/29/08	FOOD	Replace

Support Staff- Summer School

<i>Name</i>	<i>Position/Bldg.</i>	<i>Wage/hr</i>	<i>Start</i>	<i>Type</i>	<i>New/Replace</i>
Pamela Knowles	Data Entry/SS Secretary-MS	\$11.60	April 2008	Summer	Replace
Janice Oehler	SS Secretary-Mountain Bay	11.60	May 2008	Summer	Replace
Val Duerkop	IMC/Educ Assistant-MS	10.10	June 2008	Summer	Replace
Jane Kemp	IMC/Educ Assistant-MB	10.10	June 2008	Summer	Replace

Shannon Burns	Health Asst-Mountain Bay	10.10	June 2008	Summer	Replace
Vicki Timm	Health Asst-Middle School	10.10	June 2008	Summer	Replace
Brenda Ostrowski	Education Asst. – MS	10.10	June 2008	Summer	Replace
Debra Kaminski	Education Asst. – MB	10.10	June 2008	Summer	Replace
Louise Yang	ELL Assistant – MS	10.10	June 2008	Summer	Replace
Pla Thao	ELL Assistant – MB	10.10	June 2008	Summer	Replace
Gayle Fenhaus	Basic Skills Assistant-MS	10.10	June 2008	Summer	Replace
Tina Peterson	Basic Skills Assistant-MS	10.10	June 2008	Summer	Replace
Courtney DeKoch	Basic Skills Assistant-MS	10.10	June 2008	Summer	Replace
Peggy Koehmstedt	Basic Skills Assistant-MS	10.10	June 2008	Summer	Replace
Gloria Degner	Secretary/Health Asst.-RI	11.60/10.10	June 2008	Summer	Replace

Nonteaching Employees

<i>Name</i>	<i>Position/Bldg</i>	<i>% Based on Append. B/C</i>	<i>Start</i>	<i>New/Replace</i>
William Franklin	Weight Training Coordinator-Spring	3%	3-3-08	Replace
James Coenen	7/8 Asst. Track Coach-Jr. High	4%	3-12-08	New

5.2.2. Resignation(s)/Retirement(s)
Certified Staff

<i>Name</i>	<i>Position</i>	<i>Effective Date</i>	<i>Type</i>
Dennis Holt	Spanish Teacher-Senior High	End of 2007-08 School Year	Retirement
Karen Haines	Music Teacher-Senior High	End of 2007-08 School Year	Retirement
Marcia Kohnert	Third Grade Teacher-Mountain Bay	End of 2007-08 School Year	Resignation-no damages
Elizabeth Hamilton	Physical Therapist-District wide	End of 2007-08 School Year	Resignation-no damages
Traci Maki	English Teacher-Senior High	End of 2007-08 School Year	Resignation-no damages

5.2.3. Contract Adjustments
Certified Staff

<i>Name</i>	<i>Position/Bldg.</i>	<i>To</i>	<i>From</i>	<i>Effective Date</i>	<i>Type</i>
Gretchen Weber	Elementary Teacher-Rothschild	50%	100%	2008-09 School Year	Reduction
Susan Nash	Business Education Teacher-SH	33%	42%	2008-09 School Year	Reduction

5.3. Treasurer's Report-General/Other Fund Bills

Checks #188230-188736 in the amount of \$1,066,860.10 in payment of general fund bills.

5.4. Budget Transfers

Motion by Kasten, second by Sutton, to approve 5.6.14. for \$7,000 at the senior high. Motion carried on a voice vote.

Twenty-three (23) requests as submitted.

5.5. Grant Applications(s)/Budget(s) Approval-None

5.6. Youth Options Program-None

5.7. Fund-Raising Request(s)

5.7.1. Riverside PTO request to solicit items for ice cream social raffle

5.7.2. Easton/Hatley PTO request to ask for donations for their spring fling

5.7.3. DECA request to seek sponsorships

5.8. Gift(s)/Bequest(s)-None

5.9. Tuition Agreement(s)/Waiver Request(s)-None

5.10. Policy Approval – Second Reading

5.10.1. Policy 9000 – Bylaws of the Board – General Statement

5.10.2. Policy 9100 – Bylaws of the Board-Organization - DELETE

5.10.3. Policy 9110 – Bylaws of the Board-Organization-Number of Members and Terms of Office - DELETE

5.10.4. Policy 9111 – Bylaws of the Board-Organization-Number of Members and Terms of Office-Filling Vacancies - DELETE

5.10.5. Policy 9120 – Bylaws of the Board-Officers

5.10.6. Policy 9130 – Bylaws of the Board-Standing Committee

- 5.10.7. Policy 9131 – Bylaws of the Board-Finance and Facilities/Support Services Committee
- 5.10.8. Policy 9133 – Bylaws of the Board-Instruction and Personnel Operations Committee
- 5.10.9. Policy 9140 – Bylaws of the Board-Special Committees-DELETE
- 5.10.10. Policy 9210 – Bylaws of the Board-Duties of Officers, Members and Auxiliary Personnel-President
- 5.10.11. Policy 9220 – Bylaws of the Board-Duties of Officers, Members and Auxiliary Members-Vice-President
- 5.10.12. Policy 9230 – Bylaws of the Board-Duties of Officers, Members and Auxiliary Personnel-Clerk
- 5.10.13. Policy 9250 – Bylaws of the Board-Individual Members
- 5.10.14. Policy 9300 – Bylaws of the Board-Methods of Operation
- 5.10.15. Policy 9310 – Bylaws of the Board-Adoption and Amendment of Policies
- 5.10.16. Policy 9320 – Bylaws of the Board-Adoption and Amendment of Bylaws-DELETE
- 5.10.17. Policy 9330 – Bylaws of the Board-Adoption and Amendment of Administrative Regulations-DELETE
- 5.10.18. Policy 9333 – Bylaws of the Board-Procedures for Information Request by Board Members
- 5.10.19. Policy 9360 – Bylaws of the Board-School Board Legislative Program-DELETE
- 5.10.20. Policy 9361 – Bylaws of the Board-Board of Education Meetings-Flag and Pledge of Allegiance
- 5.10.21. Policy 9361.1. – Bylaws of the Board-Regular Meetings
- 5.10.22. Policy 9361.2. – Bylaws of the Board-Special Meetings
- 5.10.23. Policy 9361.4. – Bylaws of the Board-Organization Meeting-DELETE
- 5.10.24. Policy 9363 – Bylaws of the Board-Notification of Members
- 5.10.25. Policy 9364 – Bylaws of the Board-Public and Executive Session
- 5.10.26. Policy 9364.1. – Bylaws of the Board-Meetings Open to the Public
- 5.10.27. Policy 9365 – Bylaws of the Board-Construction of the Agenda/Advance Delivery of Meeting Materials
- 5.10.28. Policy 9367 – Bylaws of the Board-Quorum
- 5.10.29. Policy 9368 – Bylaws of the Board-Meeting Conduct
- 5.10.30. Policy 9368.1. – Bylaws of the Board-Order of Business-Regular Business Meeting
- 5.10.31. Policy 9368.2. – Bylaws of the Board-Parliamentary Procedure
- 5.10.32. Policy 9369 – Bylaws of the Board-Minutes
- 5.10.33. Policy 9410 – Bylaws of the Board – District Meetings-Annual District Meeting
- 5.10.34. Policy 9510 – Bylaws of the Board – District Elections-Voter Qualifications

6. Reports/Considerations

6.1. Finance & Facilities Support Services Committee

6.1.1. 2008-09 Building Budgets

Motion by Hancock, second by Sutton, to approve the 2008-09 building budgets as submitted in the amount of \$1,557,988. Motion carried on a voice vote.

6.1.2. 2008-09 Support Budgets

Motion by Thuot, second by Sutton, to approve the 2008-09 support budgets as submitted in the amount of \$988,088. Motion carried on a voice vote.

6.1.3. 2008-09 Food Service Budget

Motion by Hancock, second by Sutton, to approve the 2008-09 food service budget in the amount of \$2,143,895. Motion carried on a voice vote.

6.1.4. 2008-09 Health Insurance Rates

Motion by Hancock, second by Sutton, to approve the 2008-09 health insurance rates with a 7.5% rate increase. Motion carried on a voice vote.

6.1.5. 2008-09 Dental Insurance Rates

Motion by Hancock, second by Sutton, to approve the 2008-09 dental insurance rates with no increase for the Delta Premier plan or for the Delta EPO plan. Motion carried on a voice vote.

6.1.6. Signature Facsimile Resolutions

Motion by Sutton, second by Hancock, to approve the signature facsimile resolutions allowing for the continued use of current signatures until new signatures can be prepared following the election of new school board officers. Motion carried with a voice vote.

6.1.7. Resolution Designating School District Depositories

Motion by Sutton, second by Hancock, to approve the resolutions specifying depositories for district funds and for various student association funds. Motion carried on a voice vote.

6.1.8. Safe Routes to School Project

Motion by Sutton, second by Hancock, to approve the time line for final construction of the Safe Routes to School project with an additional \$10,450 to be provided by the district. Motion carried on a voice vote.

The committee did not recommend approval of additional funds in the amount of \$36,000 for a retaining wall at Machmueller and Jelinek.

6.1.9. Ice Resurfacing Machine

The committee was updated on the condition of the ice resurfacing machines at Greenheck Field House.

6.1.10. Other Items

No other items were discussed.

6.2. Instruction & Personnel Operations Committee

Meeting Canceled

6.3. WASB Legislative Network Member

No report.

6.4. CESA Representative

Palarski reported on the CESA meeting.

6.5. Election Results – Clerk

The clerk reported the number of votes given for the election of candidates for school board is as follows:

Jason Jablonski	1,979
Mary Hancock	1,950
Andy Sutton	1,909
Other	27

6.6. Student Representative

Leah Hintz reported on the April 15 blood drive – 65 units of blood were given. The blood bank donated \$250 for each blood bank held and scholarships will be given to students entering the medical field. Five senior high student council students will receive scholarships. The council is currently planning the annual May fun day and the National Teachers Day luncheon for the faculty.

6.7. Superintendent**6.7.1. WIAA Update**

The superintendent updated the board on the WIAA conference realignment.

6.7.2. WASDA Conference

The superintendent updated the board on the Wisconsin Association of School District Administrators (WASDA) conference she attended April 23-25.

6.7.3. Recognition Dinner

The recognition dinner will be Monday, May 12. Invitations were mailed to all board members.

Attending: Schaefer, Kasten, Sutton,

6.7.4. Report on Change to Title I School Wide Program

The superintendent and principals Lehrke and Addison reported on changes to Title I in the district schools.

6.7.5. Letters of Commendation

6.7.5.1. Ten members of the FBLA attended the 54th Annual Wisconsin FBLA State Leadership Conference. Jen Cassell, Mai Yia Lee, and Mei Jing Tang--6th Place for their Business Presentation on Business Etiquette in China. Choua Khang, Jentzen Ostman, and Mai Houa Vue--9th Place for their Web Site Design about the Hmong New Year celebration. Felicia Krejci was honored with the Who's Who in Wisconsin FBLA Award for her outstanding contributions to the D. C. Everest Chapter of FBLA. Choua Khang, Jentzen Ostman, and Mai Houa Vue earned their Project Lead Certification.

6.7.5.2. Michael Teuke was selected for recognition as an Outstanding Teacher of High School Biology by the UW-Stevens Point biology faculty.

6.7.5.3. Letter from Gerald N. Tierozzi, Executive Director, National Association of Secondary School Principals, announcing Steve Pophal's election to the position of President-Elect of the Association effective July 1, 2008.

6.7.3.4. Penney Antell's commendation from the Wisconsin State Reading Association for her contributions at the 2008 WSRA Convention in February and her presentation in the sectional "Partnerships in Comprehensive Literacy – Literacy Coaching."

6.7.3.5. State of Wisconsin Department of Employee Trust Funds commendation of the district and Gary Gadke for accuracy and thoroughness in reporting WRS data.

6.7.6. Other

7. **Unfinished Business**

7.1. Board Goals

7.1.1. Update on Parent Involvement Committee

Dr. Alt, Principal Addison and Director Trudy DeSimons reported on the Parent Involvement Committee.

8. **New Business**

8.1. Election of Officers

Motion by Hancock, second by Thuot, to nominate Larry Schaefer as president. After discussion, Hancock withdrew motion. Motion by Hancock, second by Kasten, to re-elect the current officers for the following year. Motion carried on a voice vote.

8.2. Appointment of Committee Members and Chair

The President appointed committee members and chairs as follows:

Finance & Facility/Support Services Committee – Hancock-Chair, Sutton and Jablonski-members.

Instruction & Personnel Operations Committee –Palarski-Chair, Kasten and Thuot-members.

8.3. Appointment of Representatives

8.3.1. WASB Legislative Network Representative – Jablonski

8.3.2. CESA #9 Annual Convention Representative – Palarski

8.3.3. CESA #9 Board of Control Representative – Palarski

8.3.4. WASB Assembly Delegate –Schaefer or Jablonski

8.3.5. D.C. Everest Area Education Foundation Board of Directors –Schaefer

8.4. Girls Hockey Co-op Booster Club Request

Hockey boosters will present at the May meeting.

8.5. Recommendation for Instructional Collaboration

Motion by Palarski, second by Kasten, to approve the recommendations for instructional collaboration from administration. Motion carried on a voice vote.

8.6. Literacy Coaches for 2008-09

Motion by Kasten, second by Thuot, to approve a 2.0 FTE increase to the elementary reading staff for literacy coaching support in the elementary schools to hire four half-time coaches. Motion carried on a voice vote.

8.7. Junior High School Handbook

Motion by Hancock, second by Kasten, to approve the revisions (highlighted) to the 2008-09 junior high handbook as submitted. Motion carried on a voice vote.

8.8. Approval of DECA Students Trip to the National Competition

Motion by Kasten, second by Hancock, to approve 10 DECA students' trip to the National DECA competition in Atlanta from April 25-30 with financial support of \$4,230. Motion carried on a voice vote.

8.9. Approval of Forensics Team State Competition Expenses

Motion by Hancock, second by Sutton, to approve the senior high Forensics Team's trip to the state competition on April 18-19 with financial support of \$2,107.56. Motion carried on a voice vote.

8.10. Schofield Fire Department's Use of Schofield Elementary Grounds for Fun Days 2008

Motion by Hancock, second by Sutton, to approve Schofield Fire Departments use of the Schofield Elementary grounds for Fun Days 2008 on July 18 and 19 with no alcohol or tents on school grounds. Motion carried on a voice vote.

8.11. Energy Savings Plan

Motion by Thuot, second by Palarski, to approve a staff energy savings sharing plan awarding half of the district's net savings respectively to each building for use by the staffs on instructional items of their choice. Motion carried on a voice vote.

8.12. Proclamation of National Teacher Day – May 6, 2008

Motion by Hancock, second by Thuot, to approve the proclamation of National Teacher Day - Tuesday, May 6, 2008. With a voice vote, motion carried.

8.13. Other

9. Petitions and Communications

- 9.1. Sue Benes thank you for the \$50 board reimbursement.
- 9.2. Carl Tilkens family (father-in-law of Diane Tilkens) thank you for memorial.
- 9.3. Family of Cecil Burnison (father of Paula Hauber) thank you for memorial.
- 9.4. Family of Harold Choudoir (father of Jeanne Hanson) thank you for memorial.
- 9.5. Ted Schoenherr family (father of Todd Schoenherr) thank you for memorial.
- 9.6. Vicki Timm thank you for memorial tribute for her mother-in-law.

10. Future Meeting Dates**10.1. Finance & Facilities/Support Services Committee**

6:00 p.m. – Tuesday of the week before the board meeting
Administration Bldg.-Board Rm.

10.2. Instruction & Personnel Operations Committee

7:30 a.m. – Tuesday of the week before the board meeting
Administration Bldg.-Board Rm.

10.3. Next Regular Board Meeting

Tuesday, May 27, 2008, 7:30 p.m.
Administration Bldg.-Board Room

11. The board will contemplate meeting in closed session following the open meeting pursuant to W.S.S. 19.85(1)(a)(c)(e) – to consider the expulsion of a student from the senior high school; to be updated on a Teamsters grievance and on an Everest Paraprofessionals Union (EPU) grievance; to discuss personnel issues including a retirement that possibly will result in a memorandum of understanding with the D.C. Everest Teachers Association (DCETA), an employee's medical situation, and an administrator personnel issue.

Motion by Thuot, second by Palarski, to adjourn closed session following the open meeting pursuant to W.S.S. 19.85(1)(a)(c)(e) – to consider the expulsion of a student from the senior high school; to be updated on a Teamsters grievance and on an Everest Paraprofessionals Union (EPU) grievance; to discuss personnel issues including a retirement that possibly will result in a memorandum of understanding with the D.C. Everest Teachers Association (DCETA), an

employee's medical situation, and an administrator personnel issue. With a roll call vote, Hancock-yes, Jablonski-yes, Kasten-yes, Palarski-yes, Schaefer-yes, Sutton-yes, and Thuot-yes. Motion carried.

Time was 9:39 p.m.

12. Reconvene in Open Session

12.1. Retirement Approval

Motion by Kasten, second by Hanock, to accept the retirement of Jeanne Haverly as verbally offered on March 10, 2008. Motion carried on a voice vote.

12.2. Expulsion

The board reported the expulsion of a senior high student.

13. Adjourn

Schaefer adjourned the meeting at 10:20 p.m.

Respectfully submitted,

Rita A. Kasten, Clerk

Elizabeth M. Schultz, Secretary to the Board

PLEASE NOTE: These minutes are not the official minutes of the School Board until they are approved at the May 27, 2008 Board meeting.