

**SCHOOL DISTRICT OF HOLMEN
REGULAR SCHOOL BOARD MEETING MINUTES
Monday, May 29, 2018 7:00p.m.
School Board Meeting Room
1019 McHugh Road
Holmen, Wisconsin 54636**

01. CALL TO ORDER by C. Hancock, Board President

02. PLEDGE OF ALLEGIANCE

03. OFFICIAL OATH OF OFFICE

The Oath of Office was administered by Associate Superintendent Jay Clark to newly appointed Board member Anita Jagodzinski.

04. ROLL CALL

Board members present were Gary Dunlap, Tom Kruse, Barb Wettstein, Sydney Navoichick (student representative), Cheryl Hancock, Kate Mayer, Rebecca Rieber, and Anita Jagodzinski.

05. NOTICE OF QUORUM by C. Hancock, Board President

With seven Board members present, C. Hancock declared a quorum.

06. APPROVAL OF AGENDA

BE IT RESOLVED that the Board of Education approves the agenda for the May 29, 2018 Board meeting. Motion made by G. Dunlap, seconded by R. Rieber. Motion carried.

07. PUBLIC PARTICIPATION

No one addressed the Board at this time.

08. DISTRICT ADMINISTRATOR'S REPORT

8.1 District Administrator Status Report Summary

District Administrator Dr. Kristin Mueller welcomed Anita Jagodzinski back to the Board. Anita previously served on the Board of Education from April 1997 to April 2018. She will fill the vacancy left by the resignation of Board member Liza Collins. Dr. Mueller reported the District held a graduation ceremony for 288 seniors. We wish all the seniors well in their future endeavors. The last day of school for students is Tuesday, June 5th. Dr. Mueller asked all to join the fun at the 18 Holes for Holmen golf outing hosted by the Holmen Area Foundation and the Holmen School District Activities Department. The event will take place on Wednesday, June 20 at Cedar Creek golf course. Dr. Mueller released a statement to the media on May 29 to address community concerns regarding school safety and the expulsion of a student.

8.2 Happenings: High School, Middle School, Viking, Prairie View, Sand Lake, Evergreen, EC4K

8.3 Police Liaison Report

09. RECOGNITION/THANK YOU

9.1 Recognition by Forecast5 Analytics

Dr. Mueller reported Forecast5 Analytics, a provider of data analytics software and support, recently recognized the School District of Holmen and specifically Director of Instructional Services Kim Edwards for work relating to gathering historical data and analytics to build the District's performance dashboards as part of the strategic planning process to drive district-level decisions. The national recognition came with a \$250.00 donation to the District.

10. REPORTS/DISCUSSION

10.1 Becoming a Trauma Informed Community – Presenter: Lacie Kettelhut, Gundersen Health System (GHS) Trauma Informed Care Community Coordinator and Jill Mason, School District of Holmen Director of Student Services

Lacie Kettelhut of GHS invited the Board to attend Building a Community Response to Trauma event this summer to help build the foundation for a community that reduces and addresses Adverse Childhood

Experiences (ACE). ACE's have been correlated with an increased risk of adult health issues and other negative impacts. Trauma Informed Care (TIC) is understanding ACE research and using it to address the negative effects of ACE's. Director of Student Services Jill Mason added the District has worked with L. Kettelhut for years in following the DPI's mental health framework and PBIS model to identify ACE's and provide TIC to help students succeed.

10.2 Empire Stadium Rejuvenation Project Update

Dr. Mueller presented a timeline to the Board as part of the update on the Empire Stadium Rejuvenation Project. The community group has secured \$30,000 in pledges, plus the interest of a contractor that may be willing to provide in kind donations. The group is also in conversations with three other possible large donors whose donations would greatly advance the progress of the project. The group applied for a grant through the Packers for additional funds. The community group hopes to know more about the possible larger donations in time to begin this construction, but will delay construction until the Board-required funds are secured. The group is not seeking Board action at this time, but asked the Board to consider in kind donations in the funds raised.

10.3 Academic and Career Planning Annual Update

Student Services Coordinator Lalisha Olson presented the annual review of the District Academic and Career Plan, as required by PI-26. The annual review includes current progress toward implementation as well as future goals related to improving pupil postsecondary outcomes. This information is shared with staff teaching grades 6-12 annually, as well as with parents periodically throughout the year.

10.4 School Building and Facility Blueprints

Per the requirements of 2017 Wisconsin Act 143, L. Olson presented to the Board for approval on the June 11 consent agenda, blueprints of each school building and facility. The blueprints must also be provided to local law enforcement and the Office of School Safety. Dr. Mueller added the District is applying for the School Safety Grant offered by the Office of School Safety.

10.5 Luther College Field Experience MoU

Colleges and universities are dependent upon area school districts for assistance in providing sites for student field experiences, like student teaching and observations. Director of Instructional Services Kim Edwards presented to the Board for approval on June 11 the renewal of field experience contracts with Luther College.

10.6 Prairie View Elementary Fiber Optic Construction Bids

Director of I&T Greg Krueger requested permission from the Board for the I&T Department to enter into negotiations with Five Star Telecom to bring the bid for connection of Prairie View Elementary to the District's fiber optic network to a more desirable price. Award of a contract is subject to mutually agreeable contract terms being reached with Five Star Telecom. The item will appear on the June 11 consent agenda.

10.7 Student Chromebook Bid

G. Krueger presented to the Board for approval on June 11 the recommendation to award the bid for 875 Acer 13.3" touchscreen Chromebooks and management licenses to CDW-G for \$314,125.00. The requested quantity of Chromebooks will be used to refresh aging devices presently in use within the District's 1:1 program. This fall at the beginning of the school year, 9th, 10th and 11th graders will receive new Chromebooks. Administration is working on sustainability options for the 1:1 program as the referendum dollars for the program expire soon. T. Kruse asked how much money the District is saving through efficiencies earned with these technologies.

10.8 Duplicate Dental Coverage

Associate District Administrator Jay Clark brought to the Board's attention that currently, 16 staff members (8 couples) are covered by two dental plans with the District, commonly referred to as duplicate coverage. The duplicate coverage was discovered during an internal review of employee elected benefit. These staff members were eligible and received duplicate coverage prior to the July 2012 employee handbook language adoption that disallowed duplicate coverage. Continuing to allow the duplicate coverage was an oversight by the District. J. Clark asked for the Board's consent tonight to allow a one-year employee handbook exception be granted to the affected staff for the 2018-19 dental plan period (July 1, 2018-June 30, 2019). This would allow the affected staff to continue for one more year, if they wish, the same dental insurance election they made in 2017-18. Effective July 1, 2019 the dental plan participation would be brought into compliance with the employee handbook language.

10.9 Employee Handbook Language

Assistant Supervisor of Human Resources Melissa Kaatz presented to the Board for approval on the June 11 consent agenda, changes in the following sections of the Employee Handbook: Part 2, Section 7: Health Insurance, Part 4, Section 6: Health Insurance, Part 2 Section 8: Post Employment Benefits - Defining "Years of Service", Part 3 Section 7: Uniforms, Protective Clothing and Tools, Part 1 Section 3: CPR/First Aid/AED, and Part 2, Section 7: Educational Lane Adjustments.

10.10 HS Facility Update

Dr. Mueller shared with the Board an update on the HS Facility. Each year, administration determines a list of un/underfunded needs. Dr. Mueller reviewed completed, current, planned, and proposed projects to meet HS facility needs. The Buildings and Grounds committee is currently reviewing options to address space needs of the 400 wing and other HS areas. The District has asked HSR to provide cost analyses for construction options for presentation at the June 11 B&G Committee meeting. The current and projected enrollment of the HS school do not exceed the instructional capacity, but the needs and uses of school have evolved, resulting in space needs. The committee is not discussing adding a second high school in the District.

10.11 Amended 2018-19 CESA #4 Contracted Services

Dr. Mueller shared with the Board for approval tonight, the annual renewal of the 2018-19 CESA#4 contract, which includes instructional, technology services, special education services, collaborative, and administrative services. The contract was amended from the May 14 presentation to remove the WISEdata Service to reduce the total for 2018-19 contracted services from \$133,127.57 to \$131,627.57.

10.12 2018-19 Preliminary Budget

Business Services Administrator Julie Holman presented to the Board for consent on June 11 information about the 2018-19 Preliminary Budget. The Preliminary Budget has a projected general fund budget surplus of \$375,482, increasing the general fund balance from an estimated \$11,453,035 June 30, 2018 balance to an estimated June 30, 2019 balance of \$11,828,517. The Proposed 2018-19 Budgets will be presented for review and approval in August 2018.

11. CONSENT AGENDA ITEMS

T. Kruse asked that agenda item 11.10 Duplicate Dental Insurance be pulled from the consent agenda and considered separately.

BE IT RESOLVED that the Board of Education approves the May 29, 2018 Consent Agenda as presented to include: April 23 Board Meeting Minutes; Personnel Report; Financial Claims and Accounts; Budget Status Reports; Greenhouse Bids; HHS Dining Furniture; Parent Transportation Contractions; 2019-19 Base Wage Rates: Office Professional Staff, Educational Assistants, Executive Assistants, HEA members, Food Service Staff, Custodial/Maintenance/Mechanic/Technology Staff, Transportation Staff, and Administrators; Employee Handbook Language: Part III, Section 9: Dental Insurance; Amended 2018-19 CESA #4 Contracted Services; and First Readings of Board Policies and Administrative Rules 523.7 Latex Precautions and Practice (Remove as administrative rule,) 823 Access to Public Records, 537 Staff Development, 881b Relations with Community Organizations, 370 Holmen Interscholastic Sports and School Sponsored Activities, 343.42 Early College Credit Program, 343.44 Start College Now Program, 443.1 Student Dress, and 443 Student Code of Conduct. Motion made by B. Wettstein and seconded by G. Dunlap. Motion carried.

BE IT RESOLVED that the Board of Education approves agenda item 11.10 Duplicate Dental Insurance as presented. Motion made by G. Dunlap and seconded by A. Jagodzinski. Motion carried. Discussion took place on the topic. T. Kruse proposed a shorter grace period for staff with duplicate dental insurance than the one-year proposed in the administrative recommendation. K. Mayer commended the District for treating staff as family instead of as a business. She is grateful the mistake was recognized and corrected without penalizing those it affects. B. Wettstein commented that the correction of the error and one-year grace period aligns with the servant leadership values promoted by several community businesses.

12. BOARD MEMBER REPORTS/DISCUSSION**12.1 Board Member comments/reinforcement and committee reports**

G. Dunlap reported the Finance Committee met tonight for the last time until school resumes. He added the District must take care of staff in regards to insurance and welcomed back A. Jagodzinski to the Board. He commented that graduation was great and thanked the District for allowing him to hand his grandson his diploma.

T. Kruse congratulated the 2018 graduates and A. Jagodzinski. He stated he was unable to attend the May 21 candidate interviews as he was out of town longer than expected. He expressed disappointment with the Board's decision to appoint a candidate that voters did not elect in the April 2018 election. He stated the voters made a statement and the Board did not respect it.

B. Wettstein learned a great deal while attending the WASB Spring Workshop including about laws related to school boards. She said it would be beneficial to educate the community on these laws to show why the Board must follow certain processes.

K. Mayer also attended the WASB Spring Workshop, which focused on roles and responsibilities of the Board. The experience provided good reminders of actions of the board versus individuals. She thanked the District for

allowing her to attend. K. Mayer commented that graduation was wonderful and recalled the special moment where one of her former students with special needs was able to walk across the stage with the assistance of the special education staff.

R. Rieber attended the graduation ceremony and was amazed by visual message captured as she looked upon the students, with their teachers behind them, surrounded by their families. R. Rieber offered her observation that A. Jagodzinski only lost the April 2018 election by 18 votes and that she was the only candidate for appointment that made the effort to run for election when all others had the same opportunity. She added those that were not appointed may still run for a Board position in upcoming elections.

A. Jagodzinski stated she ran for election in April and lost by just a few votes. She said she is proud of her appointment.

C. Hancock welcomed A. Jagodzinski back to the Board and said it is a pleasure to have her back at the table because she has a lot to offer. C. Hancock attended the District retirement reception. She said it is a great event to honor the wonderful group of people retiring. The District will welcome new staff members this fall. C. Hancock commented that the best part of graduation is the smile on the face of each graduate. She stated that when the student receives their diploma, you could not discern if the student was ranked first or 288th in the class, as all are proud of this accomplishment. She is in favor of adopting the La Crosse School District's practice where all Board members shake each graduate's hand. C. Hancock noted it was exciting to hear so much of what is happening in the District at tonight's meeting and said she is looking forward to reviewing the evidence behind many of the proposals. C. Hancock thanked Dr. Mueller for her handling of a recent situation of parent concerns and inaccurate social media posts. She stated Dr. Mueller responded in a factual and understanding manner to help protect all students.

12.2 Correspondence received

12.3 School Board Committee Written Reports

a. April 9, 2018 Buildings & Grounds Committee Notes

b. April 16, 2018 Student Achievement & Learning Committee Notes

12.4 Board Meeting Schedule

a. June 11, 2018 Board Meeting

b. June 25, 2018 Board Meeting

13. ADJOURNMENT

BE IT RESOLVED that the Board of Education adjourns the regular meeting of May 29, 2018 at 9:22 p.m. Moved by A. Jagodzinski. Seconded T. Kruse. Motion carried.