

Prairie du Chien Area School District

Innovation for Success™

REGULAR MEETING OF THE PRAIRIE DU CHIEN BOARD OF EDUCATION

Public notice is hereby given as required by law that a Meeting of the Prairie du Chien Board of Education will convene on **April 11, 2016** in the City Hall Council Chambers, 214 East Blackhawk Avenue, Prairie du Chien, Wisconsin, 6:30 p.m. This meeting will follow the Finance Committee Meeting at 6:00 p.m. Matters to be taken up, discussed and acted upon at this meeting are as follows:

I. CALL TO ORDER

Meeting was called to order by Christine Panka at 6:30 p.m.

Present BOE Members:

Nick Gilberts

Cassie Hubanks

Kyle Kozelka

Lynn O'Kane

Christine Panka

Duane Rogers

Devan Toberman

II. PLEDGE OF ALLEGIANCE

III. ADOPTION OF AGENDA

Motion by Nick and seconded by Kyle to accept agenda; passed unanimous with all in favor.

IV. SPECIAL GUEST SPEAKERS

V. CONSENT AGENDA ITEMS (The School Board may approve all items with one motion or any Board Member can simply request to remove certain items for later discussion)

A. Approval of Minutes

1. 03.14.2016 Finance Committee Meeting
2. 03.14.2016 Regular Board Meeting

Minutes of the March 14, 2016 REGULAR MEETING OF THE PRAIRIE DU CHIEN BOARD OF EDUCATION:

- Motion by O'Kane and seconded by Gilberts to accept agenda; passed unanimous with all in favor.

- Motion by Toberman and second by O'Kane to accept consent agenda items; passed unanimous with all in favor.
 - Motion by Toberman and second by Panka to accept Mike McCoy and Kathy Pettit preliminary retirement notifications; passed unanimous with all in favor.
 - Motion by Toberman and second by Panka to approve student travel; passed unanimous with all in favor.
 - Motion by Toberman and seconded by Gilberts to adjourn meeting at 6:58 p.m. Passed unanimously with all in favor.
- Meeting Adjourned.

3. 03.28.2016 Policy Committee Meeting

4. 03.28.2016 Building and Grounds Committee Meeting

B. Personnel

1. Approval

- a) Kris Rogge MS Track Coach
- b) Jason Thiry MS Track Coach

2. Resignation

- a) Jeff Dick MS Track Coach
- b) Tricia Rooney BAK Aide

C. Youth Options (if any)

Motion by Devan and second by Lynn to accept consent agenda items; passed unanimous with all in favor.

VI. CITIZEN PARTICIPATION

VII. CORRESPONDENCE/INFORMATION ITEMS (These are listed for reference, but will not be read off at meeting to expedite the agenda)

A. Upcoming Meetings and Board Items

- 1. 4/25/2016 Building and Grounds Committee Meeting 5:00 p.m. High School Library Conference Room
- 2. 4/25/2016 Policy Committee Meeting 6:00 p.m. High School Library Conference Room

Change B/G and Policy to 5:15/6:15 pm on 4/18/2016; cancel 4/25/16 meetings.

- 3. 5/9/2016 Finance Committee Meeting 6:00 p.m. City Hall Council Chambers
- 2. 5/9/2016 Regular Board Meeting 6:30 p.m. City Hall Council Chambers
- 3. 5/23/2016 Building and Grounds Committee Meeting 5:00 p.m. High School Library Conference Room
- 4. 5/23/2016 Policy Committee Meeting 6:00 p.m. High School Library Conference Room

B. Information Items

1. April 20, 2016 Reality Check High School
2. April 20, 2016 Young Readers Event 6:30 p.m. Bluff View Intermediate
1. April 25, 2016: Elections: BOE Members Take Office

VIII. REPORTS AND DISCUSSION (action if appropriate)

A. Superintendent/Building Administrator's Report/Presentation

1. Community Early Childhood activities
2. Community Connections and Celebrations
 - a) BV Math Dept. celebrated Pi Day activities on 3/14.
 - b) BV Science dissected donated flowers to learning about reproductive parts of flowers.
 - c) High school Marching Band performed at True Value grand opening.
 - d) Successful Blackhawk Blast for The Booster Club.
 - e) BAK teaching staff had a great roundtable discussion with Dr. Nicolette Mabb, Psychiatric Nurse Practitioner at Crossing Rivers Behavioral Health, regarding available local resources and best practice for students and families.
 - f) BAK students had the opportunity to attend The Very Hungry Caterpillar, an Arts for Young America play put on at Viterbo University, on March 15th. A special thanks to PTO for sponsoring the bussing for this trip! Not only is the play a good experience, but so is visiting a university and learning about what happens there!
 - g) Little Hawks drama club through Parks and Rec
 - h) St. Patrick's Day parade band and various groups participating
 - i) Chamber of Commerce Heavy Metal Bus Tour - 7&8 to Tour Local Manufacturers
 - j) Working with Prairie du Chien Rod & Gun Club to start the Clay Crushers trap shooting
 - k) Our Reading unit has focused on TEAMWORK! Officers Joe Breeser and his K-9 visited our 3rd grade pod with Officers Berg and Cox to explain how TEAMWORK is necessary with their jobs.
 - l) The Prairie du Chien Fire Department also visited with 3rd graders sharing their ideas about TEAMWORK!
 - m) Marc Mergen, Prairie du Chien graduate and pilot for Sun Country Airlines came to speak to the 8th grade Algebra Based Physics students about aircraft and flying.
 - n) Hawkettes played bingo at the Nursing Home
 - o) Will Dick's Poster won the 2015 State Poster Contest. BV and the Fire Dept. were recognized by the WI State Firefighter's Association.

IX. OLD BUSINESS (action if appropriate)

- A. Selection of Architectural and Engineering firm (may make final decision after closed session)

1. HSR Associates and FEH Design are being invited to submit proposals by noon on 4/11/2016 for the Architectural and Engineering of the full scope of the project for the Prairie du Chien School District as presented to the public and approved by the voters of the district. The full project amount as approved is 18,900,000. The School Board will be making a decision on Monday night for the Architectural and Engineering.
2. The Architectural and Engineering proposals should have two options:
 - a) Traditional design-bid-build with a timeline of contractor bids being due in January 2017. The School Board may hire their own owners-representative such as CESA-10 for on-site oversight.
 - b) Expanded Architectural and Engineering services with the same timeline and also providing on-site oversight and acting as the Owners Representative including approval of all payments and collecting that information in the required formats that can be easily presented to school bookkeepers for timely and accurate payment.

No action as more research is needed.

X. NEW BUSINESS (action if appropriate)

- A. Any items removed from Consent Agenda for further discussion
- B. Approve submitted Retirement Agreement and Waiver Form

Motion by Lynn and second by Devan to approve Mike McCoy and Kathy Pettit Retirement Agreement and Waiver Forms; passed unanimous with all in favor.

C. First Reading: English Language Learners policy

Motion by Devan and second by Kyle to accept first reading of ELL Policy; passed unanimous with all in favor.

- D. First Reading: Remove PRAIRIE DU CHIEN SCHOOL DISTRICT Policy 739.1 LEAVES WITHOUT PAY and add the following language to the Staff Handbook (this does not change any practice, only clarifies and places the information in the handbook for ease of employee access)

Leaves Without Pay:

It is the philosophy of the Board of Education that employees have a primary commitment to the agreed upon workdays. Therefore, requests for unpaid leave time should only be approved by supervisors on highly unusual or a unique major life event; these leaves should generally be less than five days. Abuse of leave without pay will constitute disciplinary action and/or dismissal. This policy does not apply to unpaid leaves required by the law; e.g., Family and Medical Leave Act.

For Leaves Without Pay, the employee's gross salary and total compensation, i.e. health insurance, will be docked for the time the employee is absent from their job, thereby reducing the employee's annual total compensation; the deduction will be made on the next payroll or, with the approval of the District Administrator or designee, additional payrolls. Upon commencement of the leave of absence, the employee may continue insurances by remitting the full premium amounts to the District for each day of leave or a deduction will be made on the next payroll.

The Board retains the right to grant or deny a sabbatical for leaves well beyond five days. A sabbatical must be of an educational nature beneficial for the staff member and the District. A sabbatical results in a leave without pay.

Motion by Nick and second by Cassie to accept first reading of Leave without Pay change in Policy; passed unanimous with all in favor.

- E. First Reading: Change High School Handbook and Junior High Handbook, for courses taken in 7th and 8th grade, to reflect the State recommendation:
The Department of Public Instruction recommends that high school courses taken in 7th or 8th grade should be so noted on the transcript along with the grade received; however, the grade/s received should not be factored into the high school grade point average. The reasoning behind that recommendation is that students might shy away from taking a more challenging course because of future implications on their overall grade point average.
Source: <http://dpi.wi.gov/cal/middle-school-credit>

Motion by Christine and second by Devan to accept first reading of change in HS Handbook for grade 7 and 8 high school credit; passed unanimous with all in favor.

- F. Grants & Donations read into record and approved (if any)
1. USDA RUS Grant paid for 50% of SRTNC upgrade \$10,786.84; SRTNC gave \$4,100 rebate from Membership fund; School cost \$6,686.84 for upgrade to two Polycom HD Mobile Carts
 2. Adam Stout raised \$506 through donorschoose.org for Chinese books.
 3. True Value made a nice donation of \$350 to the band for marching through the store for their grand opening.
 4. Lonnie Achenbach and Elkader Subway donated 19 dozen Subways and cookies to the BV Math Dept. for their Pi Day activities on 3/14.
 5. Kembles Greenhouse and Zinkle's Piggly Wiggly Blooming Basket donated over 100 flowers for students to dissect so they could learning about reproductive parts of flowers in Science.

6. Numerous donations from area businesses for the Blackhawk Blast. The Booster Club did raise about \$8,200.00 for athletics.
7. Bobby Jones (Jones Accounting Service) donated \$300 to Archery team.

Read into record.

- G. Student Travel (if any)
 1. HOSA State Overnight

Discussed.

- H. Committee Meeting Reports by Board members (action if appropriate)
 1. Marketing Committee: Website, Community events, Open Enrollment, marketing plan
 2. Policy Committee
 3. Building & Grounds
 4. Finance
 5. Legislative Advocacy
- I. Brittany Lahaie RITE program professional development contract

By consensus gave authority to Administration to do a PD contract with Brittany Lahaie the same as past for Foreign Language Teachers

- J. Van purchases for transporting students

Motion by Christine and second by Devan to purchase 2 vans from Blackhawk Motors; passed unanimous with all in favor.

- K. Parking Lot (FROM PAST MEETINGS-items that arise during the meeting that aren't on the agenda, but which may need follow-up)

XI. CLOSED SESSION

Be it resolved that the Prairie du Chien Board of Education moves to go into Closed Session in which may be convened pursuant to Statute 19.85 of Sub-Chapter of the Open Meetings Law exemptions: sub (1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; (e) Deliberating or conducting other specific public business whenever competitive or bargaining reasons require a closed session. Closed Session in which may be convened pursuant to Statute 19.85 of Sub-Chapter of the Open Meetings Law exemptions: sub (1) (a) and (1) (f) which allow a meeting to be closed to the public when a government body is going to deliberate concerning a case which was the subject of any judicial or quasi-judicial trial or

hearing before that governmental body, or where the governmental body considers financial, medical, social, or personal histories or disciplinary data of specific persons, preliminary consideration or specific personnel problems or the investigation of charges against specific persons except where Section 19.85 (b) applies, which, if discussed in public would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data or involved in such problems or investigations.

- A. Consideration of Certified Staff Employment/Resignation/Preliminary Notices of Contract Non-Renewal.
- B. Discussion of contracting for Architectural and Engineering

Motion by Devan and seconded by Lynn to go into closed session. Passed unanimously by roll call with all in favor.

YES: Nick Gilberts

YES: Cassie Hubanks

YES: Kyle Kozelka

YES: Lynn O'Kane

YES: Christine Panka

YES: Duane Rogers

YES: Devan Toberman

XII. RETURN TO OPEN SESSION

Motioned by Christine and seconded by Lynn to return to open session at 9:00 p.m.; passed unanimously with all in favor.

XIII. ACTION TAKEN, IF APPROPRIATE, AS A RESULT OF CLOSED SESSION (if any).

No action taken on Architectural and Engineering; further research will be done

XIV. ADJOURNMENT

Motion by Nick and seconded by Cassie to adjourn meeting at 9:04 p.m. Passed unanimously with all in favor. Meeting Adjourned.



President

Notes taken by Drew Johnson