

# 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 14, 2014 in the City Hall Council Chambers, 214 West 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 President, Joe Atkins at 6:32 pm.*

*Present BOE Members:*

<i>Joe Atkins</i>	<i>Mark Forsythe</i>	<i>Ron Quamme</i>
<i>Lonnie Achenbach</i>	<i>Christinetine Panka</i>	<i>Lynn O'Kane</i>

*Others:*

<i>Kyle Kozelka</i>	<i>Devan Toberman</i>	<i>Andy Banasik</i>
<i>Drew Johnson</i>		

### II. PLEDGE OF ALLEGIANCE

### III. ADOPTION OF AGENDA

### IV. SPECIAL GUEST SPEAKERS

- A. Bluff View Elementary Teachers; Wonders Reading Series grades 2 to 5
- B. Occupational Therapy

*Modern OT techniques and more push-in rather than pull-out.*

### 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

Minutes were removed from consent to give Board Members time to read them - Stacy to send out a note on using Google Drive to see minutes.

- 1. 3/10/2014 Policy Committee Meeting
- 2. 3/17/2014 Finance Committee Meeting

3. 3/17/2014 Regular Board Meeting
  4. 3/17/2014 Building and Grounds
- B. Personnel
1. Approve Jennifer Yager BV Library Aide
  2. Approve Denise Rod BV Library Aide
  3. Approve Deb Schultz HS Library Aide
  4. Approve Roberta Lang HS Library Aide
  5. Approve Carolyn Ingham BV Aide
  6. Approve Breia Farmer Substitute Teacher
  7. Approve Patrick Klein Track Assistant
  8. Approve Shirley Reger Mighty River Secretary
  9. Approve Rachel Mezera BV Aide
  10. Approve Vikki Hafke Food Service
  11. Resignation of Amber Narvaez MS Gymnastics
  12. Resignation Debra Delagrave BV Aide
  13. Resignation Sue McCartney Cook
  14. Resignation (no retirement package) Marjory (Bunny) Stark BV Aide
- C. Youth Options (if any)

*Motioned by Ron Q and seconded by Mark F to approve minutes per consent agenda items.  
Passed unanimously with all in favor.*

VI. CITIZEN PARTICIPATION

*None*

VII. CORRESPONDENCE/INFORMATION ITEMS (action if appropriate)

- A. Upcoming Meetings and Board Items
1. April 21, 2014 Building and Grounds Committee Meeting 6:30 a.m. High School Conference Room
  2. May 5, 2014 Policy Committee Meeting 6:30 a.m. High School Conference Room
  3. May 12, 2014 Finance Committee Meeting 6:00 p.m. City Hall Council Chambers
  4. May 12, 2014 Regular Board Meeting 6:30 p.m. City Hall Council Chambers (Guest Speaker: Project Lead the Way Shop)
  5. May 19, 2014 Building and Grounds Committee Meeting 6:30 a.m. High School Conference Room
  6. June 2, 2014 Policy Committee Meeting 6:30 a.m. High School Conference Room
  7. June 9, 2014 Finance Committee Meeting 6:00 p.m. City Hall Council Chambers

8. June 9, 2014 Regular Board Meeting 6:30 p.m. City Hall Council Chambers
9. June 16, 2014 Building and Grounds Committee Meeting 6:30 a.m. High School Conference Room

B. Information Items

1. April 16, 2014 Reality Check High School 8 am-3 pm
2. April 23, 2014, New School Board Member Gathering, CESA 3
3. April 28, 2014, Set of meetings on possible building ideas
4. May 3, 2014, Spring Academy, Chula Vista Resort, Wi Dells
5. Aug 2, 2014 Summer Leader Institute, Crowne Plaza, Madison
6. Nov 20, 2014 School Law Seminar 8:30am-3:30pm Exhibition Hall at the Alliant Energy Center, Madison

VIII. REPORTS AND DISCUSSION (action if appropriate)

A. Superintendent/Building Administrator's Report/Presentation

1. This was the final year of the WKCE; WSAS data discussion. State testing for next year will be the Smarter Balance testing for grades 3 to 8, and the ACT for High School.
2. Community Connections
  - a) District Wide School Title Update
  - b) Forensics Meet at Bluff View
    - (1) Celebrity/community judges
  - c) Super Snacks for Super Kids.
    - (1) On 3/25, 1st grade families had the opportunity to attend Super Snacks for Super Kids. This event was sponsored by Crawford County Public Health, Human Services, Family Resource Center and UW-Extension. It was a great time for all!
  - d) High School
    - (1) The Key Club delivered hospital dolls to the hospital,
    - (2) Band and Choir had many great events at Solo and Ensemble
    - (3) 7 students attended state forensics on 4/11
    - (4) NHS and Key Club are doing clean up at the Cemetery and Villa Louis.

IX. OLD BUSINESS (action if appropriate)

A. Final decision on Gymnastics Program

*Andy Banasik presented a recommendation for gymnastics; discussion; Lonnie A motioned and Ron Q seconded to accept as presented on handout. Passed unanimously with all in favor.*

*The Prairie du Chien School District will not Co-op with Richland Center for the 2014-15 season due to the possibility of (10) gymnasts signing up for the 2014-15 gymnastics season.*

*My recommendation would be to keep Prairie du Chien High School Gymnastics for the 2014-15 seasons under the following conditions:*

- 1. The gymnastics team must maintain 7- gymnasts on the squad at all times during the 2014-15 season.*
- 2. The Prairie du Chien School District has the ability and is allowed to continue leasing the Peoples State Bank Building on a yearly basis.*
- 3. The Prairie du Chien School District hosts 2-home meets as designated by the SWC Commissioner. A 2014-15 gymnastics schedule has been approved by SWC Conference as long as Prairie du Chien School District does support a gymnastics team for the 14-15 season. The 2-home meets will be on Monday, January 12<sup>th</sup> and Monday, January 19<sup>th</sup>. This will allow for a parent's and senior night to take place for the gymnasts.*
- 4. The parents will need to help coordinate and move the gymnastics equipment on Sunday, January 11<sup>th</sup> for the home meets and move the equipment back to the Peoples State Bank Building on Sunday, January 18<sup>th</sup> for gymnastics practice.*  
*As the athletic director, I look forward seeing the gymnastic program grow under the coaching direction of Amber Narvaez.*

X. NEW BUSINESS (action if appropriate)

- A. Any items removed from Consent Agenda for further discussion

*Motioned by Christine P and seconded by Mark F to approve minutes per consent agenda items. Passed unanimously with all in favor.*

- B. Urban Forest / Outdoor Classroom Resolution with Terry Meyer and Mike Ulrich

*No action*

- C. Confirm that June 6, 2014 will be the last student day. June 9 and 10 will be Faculty inservice days. Support staff will work per agreements.

*Motioned by Ron Q and seconded by Christine P to approve as presented. Passed unanimously with all in favor.*

- D. Possible policy changes to match up with new state law that allows seventh and eighth grade students in the state to earn high school credits under certain requirements:
1. The courses must be taught by a teacher licensed to teach the subject matter to high school students.
  2. The course also must be taught using the same curriculum and tests high-school students receive.
  3. The student must demonstrate he or she is academically prepared for the course work.
  4. The initial courses to fit under this law will be potential High School credit for Bluff View students in the Global Languages of Spanish or Chinese

*No action.*

- E. Bereavement Recommendations
1. Move mother in-law and father in-law to section 12:01 Immediate Family and remove them from section 12:02 Outside of Immediate Family.

**From Employee Handbook**

**SECTION 12. BEREAVEMENT LEAVE**

**12.01 Bereavement/Funeral Leave for a Death in the Immediate Family**

In the event of death in an employee's immediate family, the employee shall be allowed per occurrence 5 day(s) off work with pay. Immediate family includes the spouse, children, parents, father in law, mother in law, immediate-step parents, and immediate step-children.

**12.02 Bereavement/Funeral Leave for a Death of an Individual Outside of the Immediate Family** Employees shall be granted 2 day(s) with pay and 3 day(s) additional leave without pay (or PTO may be used and if PTO is exhausted may use sick leave bank) per occurrence to attend funerals of brother, sister, grandchildren, grandparent, ~~father in law, mother in law;~~ step-relatives of the same relationship as provided herein of the employee and his or her spouse.

*Motioned by Joe A and seconded by Lynn O to accept the changes in handbook as stated and waive second reading. Passed unanimously with all in favor.*

- F. Farm to School Programming Funding and letter of support
1. The new breakdowns for the required \$4266 match are:
    - a) Prairie Catholic and Seneca: \$400 each
    - b) Wauzeka and North Crawford: \$500 each
    - c) Prairie du Chien: \$2433

Motioned by Lonnie A and seconded by Ron Q to support and find the \$2433. Passed unanimously with all in favor.

- G. Add to handbook language immediately: "This policy also prohibits the use of/smoking of electronic, "vapor," or other substitute forms of cigarettes, clove cigarettes and any other lighted smoking devices for burning tobacco, nicotine, or any other substance on District premises."

Motioned by Christine P seconded by Lynn O to immediately add the new language. Passed unanimously with all in favor.

- H. Grants & Donations read into record and approved (if any)
  - 1. 3M, Donated 15 cases of Scotchgard Floor Finish, \$764.40 value
- I. Student Travel (if any)

Senior trip to Minneapolis on April 23 was reported.

- J. Committee Meeting Reports by Board members (action if appropriate)
  - 1. Marketing Committee: Website, Community events, Open Enrollment, marketing plan

*Christine reported*

- 2. Policy Committee

*Christine reported*

- 3. Building & Grounds

*Joe reported*

- 4. Finance

*Mark reported*

- 5. Legislative Advocacy

*Christine reported*

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

Add uniform format for Student / Parent Handbooks

- L. Open Seat on School Board.
  - 1. The School Board can fill the vacancy by appointment of the remaining members. The open position should be for one year, ending April 2015.

From legal: "Given the effective date of the resignation and the fact that she was in the first year of her three-year term, the remaining Board members appoint a person who serves until next year's spring election at which time the appointee board seat is up for election for the remainder of the unexpired term. Sec. 17.26. The persons who receive the highest vote totals will fill the three year board seats up for election at that time, and the person with the next highest vote total will fill the unexpired term of the appointee."

- a) There is an open seat on the School Board. Per State law and School Board policy, the vacancy will be filled by appointment of the remaining members. The School Board will decide the process to fill the open seat on the School Board.
- b) The School Board can nominate and vote on who will fill the one year term on the School Board. The remainder of the position will be part of the next election in the spring of 2015

*Motioned by Lonnie A and seconded by Christine P to approve Joe Atkins for open seat for one year term. Passed by roll call Christine P, Lynn O, Mark F, Ron Q, Lonnie A voted yes; Joe abstained. Joe respectfully declined the seat.*

*Motioned by Ron Q and seconded by Lynn O to approve Lonnie Achenbach for open seat for one year term. Passed by roll call Christine P, Lynn O, Mark F, Ron Q, Joe A voted yes; Lonnie abstained. Lonnie excepted.*

#### XI. CLOSED SESSION

*Motion by Lonnie A and seconded by Christine P to go to closed session at 8:05 pm. Roll call vote to go into closed: Passed roll call vote unanimously with all in favor.*

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. Discussion of appropriate individual student services for the Virtual School
- B. Discussion on individual employee payments

XII. RETURN TO OPEN SESSION

*Motion by Lynn O and seconded by Christine P to return to open session. Passed unanimously with all in favor*

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

*No action*

XIV. SIGNING AND FILING OF OFFICIAL OATH OF NEW BOE MEMBERS

*Witnessed by Clerk Ron*

XV. ADJOURNMENT

*Motion by Mark F and seconded by Ron Q to adjourn meeting at 8:15 pm. Passed unanimously with all in favor. Meeting Adjourned.*



*President*

*Notes taken by Drew Johnson*