

# 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 **May 9, 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 6:34 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 Kyle and seconded by Nick to accept agenda; passed unanimous with all in favor.*

#### IV. SPECIAL GUEST SPEAKERS

##### A. Update on what is happening at BAK

*BAK staff presented*

##### B. High School Math department presented

*High School Math teachers presented on possible change to Carnegie Math series (approval will be added to special meeting before building and grounds)*

#### 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. 04.06.2016 Special BOE Meeting
  - 2. 04.11.2016 Finance Committee Meeting
  - 3. 04.11.2016 Regular Board Meeting
  - 4. 04.15.2016 Special Board Meeting
  - 5. 04.18.2016 Special Board Meeting
  - 6. 04.18.2016 Policy Committee Meeting
  - 7. 04.18.2016 Building and Grounds Committee Meeting
  - 8. 04.28.2016 Special BOE Meeting
- B. Personnel
  - 1. Approval
    - a) Michelle Kirchman BV 7th Gr ELA Teacher 2016-2017
    - b) Diane Steger BV Aide
  - 2. Resignation
    - a) Mary Prindle BV Aide
    - b) Susan Holshouser BV Aide
    - c) Kellie Kramer MR Secretary
    - d) Jessica Nagel BV Aide
    - e) Randy Schneider BBB Coach
    - f) Cathy Sutton Aide
- C. Youth Options (if any)

*Motion by Nick and second by Kyle 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. 5/23/2016 Building and Grounds Committee Meeting 5:00 p.m. High School Library Conference Room
  - 2. 5/23/2016 Policy Committee Meeting 6:00 p.m. High School Library Conference Room
  - 3. 6/13/2016 Finance Committee Meeting 6:00 p.m. City Hall Council Chambers
  - 4. 6/13/2016 Regular Board Meeting 6:30 p.m. City Hall Council Chambers
  - 5. 6/27/2016 Building and Grounds Committee Meeting 5:00 p.m. High School Library Conference Room
  - 6. 6/27/2016 Policy Committee Meeting 6:00 p.m. High School Library Conference Room

- B. Information Items
1. WASB-Spring Academy Workshop, May 2016 (dates and locations vary)
- VIII. REPORTS AND DISCUSSION (action if appropriate)
- A. Superintendent/Building Administrator's Report/Presentation
1. PdC High School is again a top ranked school with a silver rating from US News and World Report
  2. Community Connections and Celebrations
    - a) Papa Murphy's did a Mini Murph Math day with BAK 1st graders
    - b) 4th grade heard a presentation from the Crawford County Dairy Princess. Mrs. Breuer's room had in Sarah Stout, Kevin's mom, who taught us more on family ancestry and research to go along with a reading unit we were working on.
    - c) 2nd grade delivered May Day baskets, read poems, and sang songs to Nursing Home residents on Thursday, April 28th.
    - d) Hawkettes helped with Dancing With the Stars which raised \$12,250
    - e) Book fair raised +8K to help purchase new books
    - f) Band concerts by 6th - 8th band
    - g) Young Author's Night - Saw Local Author Kristen Halverson read her book and speak to our students on how she wrote her book
    - h) BV sent 20 of the 8th graders over to BAK to work with the Kindergartners on their gardens.
    - i) The Outdoor Education program will be a topic of discussion at this coming May 6th Rotary Club meeting.
    - j) Science Fair was held in the BV cafeteria from 4 to 5:30 pm on Wed., May 4th. The fifth graders had over 200 parents and community members attend to view their project.
- IX. OLD BUSINESS (action if appropriate)
- A. Second Reading: English Language Learners policy

- B. Second 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)

C.

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.

- D. Second 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 Duane and second by Lynn to approve all three policies in the second reading; passed unanimous with all in favor.*

- X. NEW BUSINESS (action if appropriate)
- A. Any items removed from Consent Agenda for further discussion
  - B. Non renewals (may take action after closed session)
  - C. Orientation & Mobility Contract approval with Mineral Point School District

*Motion by Christine and second by Devan to approve O&M contract; passed unanimous with all in favor.*

- D. Renewal of READ 180 Universal

*Motion by Christine and second by Kyle to purchase READ 180 update; passed unanimous with all in favor.*

- E. BOE Reorganization

*Christine Panka and Nick Gilberts Nominated for President; Christine elected 4-3*

*Nick Gilberts and Duane Rogers Nominated for Vice President; Duane elected 4-3  
Casey Hubanks and Lynn O'Kane Nominated for Clerk; Casey elected 4-3  
Lynn O'Kane and Devan Toberman Nominated for Treasurer; Lynn elected 4-3*

**F. CESA Delegate Selected**

*Unanimous Motion for Duane; all in favor.*

*Unanimous motion for Christine for WASB delegate; all in favor*

**G. Grants & Donations read into record and approved (if any)**

1. \$300 for pole vault pit from Tim and Heather DeBruin
2. For 8th Grade Prairie Fund Land Trip
  - a) PTO \$500.00
  - b) Children's Advisory Board \$100.00
  - c) Paula Sheckler and Family \$360.00

**H. Student Travel (if any)**

**I. 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

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

*Add Math change to Special Meeting before next Policy meeting*

**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. Private Conference on Non Renewal (No earlier than 7:30 p.m.)
- B. Co-Curricular code appeal (No earlier than 8:00 p.m.)
- C. Contract extension for vendor services
- D. Staff issues and changes

*Motion by Devan and seconded by Lynn to go into closed session.*

*Roll Call:*

*YES: Nick Gilberts*

*YES: Cassie Hubanks*

*YES: Kyle Kozelka*

*YES: Lynn O'Kane*

*YES: Christine Panka*

*YES: Duane Rogers*

*YES: Devan Toberman*

*Passed unanimously with all in favor.*

## XII. RETURN TO OPEN SESSION

*Motioned by Nick and seconded by Kyle to return to open session at 9:10 p.m.; passed unanimously with all in favor.*

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

XIV. ADJOURNMENT

*Motion by Cassie and seconded by Devan to adjourn meeting at 9:11 p.m. Passed unanimously with all in favor. Meeting Adjourned.*



*President*

*Notes taken by Drew Johnson*