

Parkview School District

106 W. Church Street – P.O. Box 250

Orfordville, WI 53576

BOARD OF EDUCATION MEETING PARKVIEW JR/SR HIGH SCHOOL – LMC

JUNE 18, 2012

6:00 P.M.

The Parkview Board of Education met in regular session on June 18, 2012 in the Parkview LMC.

Members Present: Troy Knudson, Terry Gerber, Clay Hammes, Bill Wingerson,
Steve Haberman, Chuck Hagmann

Members Absent: Elizabeth Brockwell.

Others in attendance: Steve Lutzke, Jeff Lund, Pat Miller, Bill Trow, Elicia Cormican,
Sue Jarvis, Shane Suehring, Ben Davission and his family, and two
other district residents.

1.0 MEETING CALLED TO ORDER – Clay Hammes – President at 6:00 PM.

1.01 Approval of Agenda: **Motion** by Terry Gerber, 2nd by Bill Wingerson, to Approve the
Agenda:

All in favor voted “Aye”, none opposed, **Motion Carried.**

2.0 AUDIENCE PARTICIPATION

Audience participation shall be in accordance with School Board Policy #187 – Public
Participation at Board Meetings. (Policy is available at meetings.)

Citizens who wish to address the Board or present on any matter of school district concern shall
make a written request to the Superintendent a minimum of 72 hours prior to the meeting. The
Board may, by majority vote, give citizens who have not presented a written request an
opportunity to present concerns to the Board.

The Board may ask questions for necessary clarification, however, generally will not discuss nor
act on any item not already on the agenda and included in the public notice of the meeting.

2.01 Audience Comments: No one signed up to speak before the Board.

2.02 Board Response to Comments: None Required.

3.0 BOARD RECOGNITION - State High Jump Champion – Ben Davission was presented a Certificate of Appreciation by BOE President Hammes on behalf of the Parkview School

District set a for Ben’s recently becoming the WIAA State High Jump Champion. His high jump also
new Parkview H.S. record at 6’6”.

4.0 CONSENT ITEMS

4.01 Approve Vouchers Payable

4.02 Approve Recommendation of Elementary Principal/C & I Director – Meagen Flood

4.03 Approve Recommendation of Jr. High Language Arts Teacher – Katelyn Demrow

4.04 Approve Recommendation of Coaching Positions for Fall and Winter – 2012-2013

4.05 Approve Retirement (Resignation) of Instructional Assistant at NES – Jeanette Suer

4.06 Approve Resignation of 8th/9th Grade Science Teacher at PJHS/PHS – Ron Denu

4.07 Approve Resignation of District Business Manager – Patrick Miller

4.08 Approve Director of Technology Director – David Zrout

4.0 CONSENT ITEMS: Continued:

4.09 Approve Application for Early Graduation from High School

4.10 Approve Donation of \$185.60 to the Boys Baseball Program – Mallon Enterprises

4.11 Approve Donation of Bench “*In Memory of Ben Neal*” – Class of 2009

Motion by Troy Knudson, 2nd by Terry Gerber, to Approve all Consent Items: All in favor voted “Aye”, none opposed, **Motion Carried.**

5.0 **APPROVE MINUTES: Motion** by Steve Haberman, 2nd by Chuck Hagmann, to Approve the previous BOE Meeting Minutes\ . All in favor voted “Aye”, none opposed, **Motion Carried.**

6.0 SCHOOL BOARD COMMITTEE REPORTS

6.01 Employee Handbook Committee Report

- a) **1st Reading** – Review/Discuss Employee Handbook: Committee Chairman Troy Knudson spoke on the committee’s review of the draft, addressed the issue of the teachers being “AT WILL” employees. Steve Lutzke clarified the District Legal Council’s definition of being “AT WILL” vs having “JUST CAUSE” employment termination. Steve Lutzke stated that the District would make every effort to keep an employed teacher or staff member if a disciplinary issue came up, and that any employee would have the right to file a grievance as outlined in the employee handbook if the employee felt discriminated against.
- b) Troy Knudson asked Elicia if there were any further concerns, and she responded that there were none at this time. “It looks like it’s all been covered.”
- c) Principal Trow was asked if all assigned minutes had been covered, and he responded that “yes they have.”
- d) Business Manager Pat Miller noted that the number of pay periods was incorrect at 26, and that it should read 24 pay periods. Steve Lutzke will make this correction.

6.02 Buildings & Grounds Committee Report:

- a) Jeff Lund is working with an outside firm at a cost of \$1000.00 to create a topographic survey of the softball fields for the 2013-2014 seasons. WIAA rules require a 6’-0” high fence (portable or fixed) around the field. (It was noted that Ben D. could jump over this.) Parking near the field is also an issue. Several posts currently delineate the boundary with the School’s neighbor, and the neighbor has added rope to the posts. Next year, the adjacent corn field will be small to increase parking space during game times.
- b) Schneider Plumbing Company has completed repairs on two water heaters,(1 in JR/H, 1 in SR/H) for a savings of \$6000.00 under the previous estimate.
- c) Discussion about renaming the Elementary Schools continues. Most suggestions promote dropping the ‘village or town’ portion, and using some form of Parkview Elementary School... so we can “move forward”. Approximately 30 similar suggestions have come in so far.
- d) **Discuss/Action** on Forming a Long-Range Facility Planning Committee:
Motion by Bill Wingerson, 2nd by Terry Gerber, to form a new long range planning committee with a set agenda and time frame: All in favor voted “Aye”, none opposed, **Motion Carried.**
- e) The Building and Grounds Committee (Steve Haberman, Clay Hammes, & Terry Gerber) will meet with Jeff Lund, and others on Thursday June 21, 2012 to establish this new committee, and set an agenda.

7.0 SET DATE AND TIME FOR NEXT BOARD OF EDUCATION MEETING:

The next regular Board of Education meeting is scheduled for July 16, 2012 at 6:00PM in the Parkview High School LMC.

7.01 Set Date and Time for Committee Meetings:

Long Range Planning Committee:	Thurs. June 21, 2012 @ 6:00 PM – Little Theater
Policy Committee:	Mon. June 25, 2012 @ 5:30 PM – Little Theater
Business Manager Interviews:	Mon. July 02, 2012 @ 5:30 PM – Little Theater
Negotiations (Rescheduled)	Tues. July 10, 2012 @ 5:00 PM – Little Theater
Technology Committee:	Wed. July 11, 2012 @ 6:00 PM – Little Theater
Curriculum & Assessment Mtg.	Thurs. July 12, 2012 @ 6:00 PM – Little Theater

8.0 PRINCIPALS' REPORT:

- a) Principal Trow related that this year's baseball experience was "amazing", and that the fans we are great. Both the Girl's Softball and Boy's Baseball teams are Regional Champions. The Boy's Baseball team went on to become Sectional Champions, but lost at the State level. He is expecting another great season next year. Praise for the Coaches, players, and supporters.
- b) He also reviewed the presentation of excerpts from the musical 'Tommy' at the Overture Center in Madison, by Parkview students as a "fantastic job". The students represented small schools, and did a "tremendous job".
- c) Principal Strandt-Conroy was unable to attend, but provided a written brief of the elementary school assessment data. Steve Lutzke provided her input. She reported many increases to the writing and reading scores, and a marked increase in Teacher awareness of student progress. She did note however, that Wisconsin is doing poorly on the National level, being in the bottom 20% for academics. Her report is included in the BOE packet.
- d) Clay Hammes asked, "What we have in place to address 'excelling or struggling' students?" Steve Lutzke explained the break-down of how the District tracks and encourages both groups, along with the 'average' students, and that we are looking into more diversity and challenges.
- e) Troy Knudson asked if there are curriculum changes coming to match the new State standards? Steve Lutzke expanded on the ongoing efforts to employ new software programs that reflect the Common Core Standards implemented by the State. Teachers are working to complete all grade and class curriculums for publication. He stated that these are attainable goals.

9.0 DIRECTOR OF BUILDINGS & GROUNDS REPORT:

- a) Jeff Lund's report included completion of 122 work requests for the month, the decommissioning work started at the Newark Elementary school, the start of cleaning at the Footville Elementary school, and the agenda for cleaning in Orfordville for all other buildings.
- b) Jeff's team and the maintenance crew are doing the packing of equipment coming out of the Newark site, while professional movers are doing the actual moving. Elicia stated that the teachers moving into Footville were excited about the new location and the amount of support they were receiving. Bill (Wingerson) asked, "Who was moving the 'smart boards' and related technology out of Newark?" Jeff replied that he and his crew are doing that, and have "lots of experience" hooking the equipment up. Jeff predicts a busy summer schedule.
- c) The 'Workender' program is scheduled for July 20th and for August 14th this year. The moving of wood chips and final clean-up at the Newark site are scheduled events.

10.0 BUSINESS MANAGER'S REPORT:

- 10.01 Discuss/Action on Financial Statement: Pat Miller's report is included in the BOE packet.
- a) Currently the expenses are projected to be under budget. Auditors meet with Pat on July 2, 2012 for recommendations and summaries. Pat feels we are in good shape for now and for next year's projected budget. Pat is working with Principals Trow & Strandt-Conroy on Special Needs, and Math program requirements. **Motion** by Troy Knudson, 2nd by Terry Gerber to Accept the Financial Statement: All in favor voted "Aye", none opposed, **Motion Carried**.
- 10.02 Update on Food Service Breakfast & Lunch Count: "Wow!" Pat reports we did very well. The summer program should cover the fund balance. **No action required**.
- 10.03 Discuss/Action on Approving the 2011-2012 Revised Budget: Revised budget shows a \$104,059.21 decline in the General Fund. Other funds are projecting out well. See report. **Motion** by Bill Wingerson, 2nd by Terry Gerber to Approve the Revised Budget: All in favor voted "Aye", none opposed, **Motion Carried**.

10.0 BUSINESS MANAGER'S REPORT: Continued:

- 10.04 Discuss/Action on Approving 2012-2013 Preliminary Budget: The Preliminary Budget for the 2012-2013 school year shows an approximate \$400,000 deficit. An overall decline of 2.41% is indicated for Total Expenditures and Other Financial Uses – see report. **Motion** by Terry Gerber, 2nd by Steve Haberman, to Approve the 2012-2013 Preliminary Budget: All in favor voted "Aye", none opposed, **Motion Carried**.
- 10.05 Discuss/Action on Non-Renewal of Liability/Workers Compensation Insurance Policy with Arthur J. Gallagher Risk Management Services (RMS): Pat Miller reported that the District's current liability/workers compensation insurance carrier (A.J. Gallagher (RMS)– written for Indiana Liberty Mutual), will no longer carry school districts that don't write "big dollar" insurance policies. "We are not in their wheelhouse for coverage" in the workers compensation venue. After doing comparison research, Pat recommends moving to Tricor Insurance Inc. See item 10.06 below. **Motion** by Troy Knudson, 2nd by Bill Wingerson: For non- renewal of insurance coverage under A.J. Gallagher RMS: All in favor voted "Aye", none opposed, **Motion Carried**.
- 10.06 Discuss/Action on Approval of Proposal from TRICOR Insurance Inc. for Liability/Workers Compensation Insurance Policy at a Cost of \$80,648 with a 20% flat Dividend of \$13,292: Pat reported that the District had a "tough year" in 2010 for claims, and that we are in a higher usage bracket right now. This is cyclic, and can go down. See Premium Summary provided. **Motion** by Troy Knudson, 2nd by Steve Haberman to Accept the Proposal to switch from Indiana Liberty Mutual Insurance to Tricor Insurance Inc.: All in favor voted "Aye", none opposed, **Motion Carried**.

Pat expressed a heartfelt "Thank You" to the Board and Administration for their support during his tenure with the Parkview School District. The Board extended their thanks for his efforts, and wished him well in his new assignment.

11.0 DISTRICT ADMINISTRATORS' REPORT

- 11.01 Discuss/Action Regarding 1:1 Computer Initiative: Steve Lutzke provided a video presentation entitled "Did you Know?" from the Internet that illustrated the growing technology usage in our global society. See Computer Initiative Memo provided. Discussion included the growing need for computer usage at lower grade levels, and the possibilities for expanded wireless access for our students. Firewall protection safeguards would be updated for the school's router as usage increases. **No Action** at this time
- 11.02 Discuss/Action on Open Enrollment Survey Results: Steve Lutzke provided a sampling of the surveys coming in so far. Some are showing increased student numbers and others indicate students leaving the district for various reasons. **No Action** at this time.

11.03 Discuss/Action Regarding Elementary Class Sizes: Steve Lutzke has compiled 'tentative' class size numbers for the 2012-2013 school year. These numbers may vary throughout the school year, but he felt that the use of title teachers, special education teachers, and specialty teacher aides would balance the class sizes without having to add full time staff at this time. **No Action** at this time.

12.0 CLOSED SESSION

The School Board will adjourn into closed session under State Statutes 19.85(1)(c) and (e) for the purpose of considering the compensation data of any public employee over which the governmental body has jurisdiction. : **Motion** by Terry Gerber, 2nd by Bill Wingerson, to Adjourn into Closed Session: Roll Call Vote: Chuck: Yes, Steve: Yes, Elizabeth: Not present, Bill: Yes, Clay: Yes, Troy: Yes, Terry: Yes. All members voted "Yes", **Motion Carried** – Moved into Closed Session @ 8:12 PM.

Discussion on several topics followed.

Motion by Terry Gerber, 2nd by Bill Wingerson to reconvene in Open Session: All in favor voted "Aye", with none opposed, **Motion Carried**.

13.0 RECONVENE INTO OPEN SESSION TO VOTE, IF NECESSARY, ON MOTIONS AND MATTERS TAKEN UP IN CLOSED SESSION: 8:22 PM, Reconvened into Open Session.

After discussion in Closed Session concerning wages and payment of insurance premiums for three non-union employees, a **Motion** was made by Bill Wingerson, and 2nd by Steve Haberman; To hold a wage freeze for the 2012-2013 school year for Sue Draves, Sue Jarvis, and David Zrout, and to hold the same insurance concessions to match all other employees of 4.99% of Premiums for the 2012-2013 school year for Sue Jarvis, and David Zrout. All in favor voted "Aye", none opposed, **Motion Carried**.

Sue Draves is not eligible for insurance coverage based on her scheduled hours of employment. (5 hours per day – 25 hours per week).

14.0 ADJOURNMENT: **Motion** by Terry Gerber, 2nd by Chuck Hagmann, to Adjourn our Meeting: All in favor voted "Aye", none opposed, **Motion Carried**; Meeting was adjourned @ 8:26 PM.

Respectfully submitted by:

Chuck Hagmann
B.O.E. Clerk

Notes:

Related Technology Articles in WASDA@WASDA.ORG

Wisconsin Education News May 15, 2012

District to take advantage of student's digital devices...

Cameron Schools take next step with technology - Rice Lake Online...

Wisconsin Education News May 16, 2012

Board OK's iPads for MMS Staff...

Related Insurance Articles have been popping up recently also, i.e. May 17, 2012

Monroe School District approves new insurance carriers...

Thanks going out to Steve Lutzke for passing these and others along.

Chuck Hagmann