

**WASHINGTON ISLAND SCHOOL DISTRICT
BOARD OF EDUCATION MEETING
THURSDAY, FEBRUARY 26, 2015
7:00 P.M. EXECUTIVE SESSION - School Commons
7:30 P.M. OPEN SESSION - School Commons
APPROVED MINUTES**

1. President Lisa Munao called the meeting to order at 7:06 p.m.
2. **MSP(Purinton/Jorgenson)** to move into Executive Session (Pursuant to Section 19.85 (1)(c) of the Wisconsin State Statutes). Approved 4-0.
3. The plans for the April 7, 2015 referendum were reviewed.

MSP(Purinton/Krueger) to move from Executive Session into Open Session at 7:31 p.m. Approved 5-0.

Call to Order and Pledge of Allegiance - President Lisa Munao called the meeting to order at 7:31 p.m.
Other Board Members Present: Amy Jorgenson, Kevin Krueger, Kirsten Purinton; Administrator: Tammy Kielbasa; Technology Coordinator: Chris Haertig; Administrative Assistant: Sue Cornell; Community Members: Mary and Warren Marik, and Andy Munao; Teacher: Marleen Johnson; Student: Kerry Li.

1. **MSP(Jorgenson/Purinton)** to approve the agenda as presented. Approved 4-0. Later in the meeting, Mrs. Kielbasa requested an amendment to include the Washington D.C. trip dates to the action items. **MSP(Jorgenson/Krueger)** to approve the amended agenda. Approved 4-0.
2. **MSP(Purinton/Krueger)** to approve of the minutes of the January 22, 2015, Board of Education meeting as presented. Approved 4-0.
3. Good News Report -
 - Foreign exchange student, Zongpeng “Kerry” Li spoke. He is the only son of two doctors, and is from south central China. At first his father did not want him to come to the United States, but Kerry was interested in learning the language and culture here. He is enjoying the “nice” people and students he has met, living with the Pratt family and learning to have “siblings”. He is also enjoying extracurricular activities and free time outside of schoolwork not allotted to him in China.
 - The basketball teams have their final game at home tomorrow. Both teams had a great season. Last weekend, the teams took a trip that combined academics and sports, with multiple games and a tour of Michigan Tech University with Mr. Hermanson. The school provided a supper and a breakfast for the kids. Mrs. Kielbasa thanked Bethel Church for the use of their bus, and the coaches, Pete Nikolai, Sarah Gibson, Jim Rose, and Andy Munao Jr. for all their work this season.
 - The annual high school ski trip is February 27 - March 1. The trip will be chaperoned by Tom and Michelle Jordan, and Randy and Tammy Kielbasa. There are 23 students going on the trip. The Student Council hot lunch fundraisers pays for half of the trip.
 - Newspaper Coverage - Mrs. Kielbasa thanked the Observer for the coverage of school activities and shared the Door County Advocate front cover picture and story of our three foreign exchange students.
 - The Washington Island Women’s Club has donated \$200 towards the lighting sensor for the Weatherbug weather station. Mrs. Kielbasa also reported on a \$861 donation from the Ice Party during Fish Derby weekend. The school is waiting to see how much the installation costs will total. Over \$7,000 has been raised since just last fall.

- Child Development Day was held three months earlier than previous years on February 24 for children ages 2 ½ through 4 years old.
 - Washington D.C. trip pancake breakfast was held on February 14, and despite the bad weather about 85 people were served and \$825 was raised.
4. Communications - None.
5. Treasurer's Report - **Amy Jorgenson**, in Tom Jordan's absence, presented the monthly payables in the amount of **\$142,421.49**. Two large payments contributed to the high number: a payment of \$68,954.37 to our trust fund loan for the energy efficiency project and an installment of \$28,429 to Johnson Controls, Inc. The district is holding back the final 10% owed to JCI until there is a full month without incident with the new system. The propane tanks were filled for the second time, which is the total amount allotted for in the budget. The district is still waiting on bills from Dave's Garage for bus repairs from this fall.
6. District Administrator's Report -
- Testing (ACT & Badger) - On March 3-4, the ACT will be administered to all of our juniors. Today, Mrs. Kielbasa attended the training on the Badger test, which the 3-8th graders will take next month. DPI said this will likely be the only year this test is administered as is, because the cost per test is too high at \$32/pupil. DPI will look at something different for next year.
 - Professional Development - On March 27, Infinite Campus is coming to train the teachers on entering and calculating grades in the computer system. There have been problems during previous grade reporting times.
 - Energy Efficiency Update - Mrs. Kielbasa continues to work with JCI. There have been 9 days without system alarms going off. JCI has fixed the air handler and a switch in the Tech Ed room. The district is holding final payment until there is one full month without any incident with the system.
 - WINS Voyage - Throughout the school year the teachers have conducted individual voyages in their classroom. This spring the entire school will take part in a Great Lakes shipping voyage from March 23-April 17. The teachers are current planning many activities and field trips for the the students.
 - Parent/Teacher Conferences were from 4-7:00 p.m. this evening and there was good participation from parents.
 - Monthly Character Traits- February's trait was Honesty. High School students have written papers on Honesty. The 5-8th graders are putting on a skit about Honesty. Younger students have done a number of activities on what honesty means. The community is invited to an all-school assembly on Monday, March 2.
7. Board of Education Committee's Reports -
- President's Report - President Lisa Munao updated Mrs. Kielbasa's contract, it just needs to be signed. Also, Tom Jordan told the Observer he would accept the position if he is written-in as a candidate in the April 7 election.
 - Referendum Committee - The committee met two times since the last monthly board meeting. The committee developed a timeline for Observer article submissions and box holders releases. Mrs. Kielbasa, Lisa Munao, and Kirsten Purinton created and presented a slide presentation at the Women's Club meeting on February 17. The committee met again last week with its community members to discuss the presentation and offer

suggestions for improvement. Community members are encouraged to call with any referendum questions. The committee is working to explain things clearly so people are not left wondering.

- Budget Committee - Previously covered in the treasurer's report.
- Transportation Committee - The committee reviewed bills for the maintenance of the buses in the last couple of years. They discussed if the district would be better served with a different new or used bus.
- Policy Committee - The Guidance Program Policy was presented for a second reading and final approval with no changes. The first part of the Athletic Code Policy is up for final approval. The committee would like the board to approve the first half of the policy, and the committee will continue to work on the second half. The policy was revised to support the board's belief that taking part in sports and extracurricular activities are a privilege and academic performance comes first.
- Buildings and Grounds Committee - Mrs. Kielbasa received a carpet cost estimate from Carpet One for 2 elementary classrooms and the office area. The STEM class worked to install the new weather stripping around the exterior doors. Kevin Krueger suggested a different fire alarm company, and Mrs. Kielbasa worked with a company representative to get a more cost effective fire alarm system using much of the existing equipment, and installing new pull stations and a location indicator. The district will have to wait about 4 weeks for the work to be done.
- Employee Relations and Negotiations Committee - The committee reviewed the 2015-16 calendar and teacher salaries for the next school year.
- Personnel Committee - The committee reviewed the job descriptions for Tech Coordinator and Literacy Coach, and made minor changes to each, and reviewed the school calendar for 2015-16.
- Curriculum Committee - The committee heard the progress of the district's Educator Effectiveness Project. The teachers have finished their surveys, both their SLO (student Learning Objectives) and the PPG (Personal Professional Goal), and documentation. The next step is Mrs. Kielbasa doing her formal observations and unplanned visits, and she will document online her findings. The process will be done by the end of May, with all materials needing to be submitted to the State by the end of June. Every year the teachers will write their goals and do documentation, with formal and informal observations done every three years. The new bell schedule is working well. There is a binder for each high and middle school student and class assignments are posted in each homeroom and study hall. A rough draft of the curriculum resources for all grades was submitted to the committee for review.
- Technology Committee - There was an issue with the network, but Chris worked on it and it seems to be fixed. He has looked into Google tablets as a possible new device for some older equipment. The Erate process has undergone a significant change and there might be money for some hardware. The monies available through Erate won't cover a new server, but possibly cover an updated battery backup.
- Insurance Committee - did not meet.

8. Open Discussion - None.

9. Action Items -

A. **MSP(Purinton/Krueger)** to approve the payment of the bills in the amount of **\$142,421.49**.

Approved 4-0.

- B. **MSP(Purinton/Jorgenson)** to approve the final reading of the Guidance Program Instructional Policy. Approved 4-0.
- C. **MSP(Jorgenson/Purinton)** to approve the final reading of the (first part) Athletic Code Policy. Approved 4-0.
- D. **MSP(Purinton/Jorgenson)** to approve of the job descriptions of Literacy Coach and Technology Coordinator. Approved 4-0.
- E. **MSP(Purinton/Krueger)** to approve the School Calendar for 2015-2016. Approved 4-0.
- F. **MSP (Krueger/Purinton)** to approve the dates of April 22-May 1, 2016 for the 7th and 8th grade Washington D.C. trip. Approved 4-0.

10. Future Meetings -

Regular Meeting of the Board of Education on Thursday, March 26, 2015.

MSP(Jorgenson/Purinton) to adjourn the meeting at 8:47 p.m. Approved 4-0.

Respectfully submitted,

Kirsten Purinton, School Board Clerk
Washington District