

**WASHINGTON ISLAND SCHOOL DISTRICT  
BOARD OF EDUCATION MEETING  
Thursday, December 17, 2015  
7:30 P.M. Open Session - School Commons  
APPROVED MINUTES**

**OPEN SESSION**

**Call to Order and Pledge of Allegiance** - President Amy Jorgenson called the meeting to order at 7:30 p.m. Other Board Members Present: Tom Jordan, Kevin Krueger, Kirsten Purinton, and Sarah Duggan Goldstein; Administrator: Mati Palm-Leis; Administrative Assistant: Sue Cornell; Teachers: Michelle Jordan, Christopher Heitz; Community Members: Mary and Warren Marik and Valerie Fons; Students: Korrina Ervin, Alex Johnson, and Mikayla Ervin (the students left at 8:21 p.m.).

1. **MSP (Purinton/Duggan Goldstein)** to approve the agenda as presented. Approved 5-0.
2. **MSP (Purinton/Krueger)** to approve the minutes as presented for the regular Board of Education meeting on November 19, 2015. Approved 5-0.
3. Student Council Report - Alex, President, reported that the council was creating a constitution in Mr. Heitz's Government class, and the council had formed four committees: Student Life, Food, Communications, and School Events. Korrina reported on the fundraising efforts of the council including: school hot lunch, concessions at basketball games (including feeding the visiting teams), and selling Fannie May chocolates and candy grams. Mikayla noted the council's donations including Little Lambs Project collection of items for foster kids in Sturgeon Bay and \$150 to Quilts of Valor. The council has begun planning for the annual ski trip.
4. Good News Report -
  - There were many generous donations to the district in the last month:
    - The district received \$2000 from the Ray Stonecipher Trust. Mr. Stonecipher was a retired UW-Whitewater Professor of Physics and resident of Door County. The money will be used by the Science Department.
    - The Detroit Harbor Ladies Aid donated \$700. Each elementary classroom received \$100, the art program \$100, and \$200 for playground equipment.
    - The Washington Island Education Foundation donated \$500 for new basketball uniforms and \$1,000 for the Art Department.
    - Jim Goodman donated of over 220 board feet of wood, valued at \$500, this material will be used by our wood shop classes.
    - The Washington Town Mutual Insurance donated \$100 towards new basketball uniforms.
    - This month's donations totaled \$4,800! Thank you to our generous community.
  - On December 5, there was a full house at the TPAC for the community Christmas Concert. Mr. Palm-Leis thanked Helene Meyer and Betsy Wallman for allowing our parents and immediate family members to attend at no charge. Also, a big thank you to Donna Briesemeister and Donna Russell for a wonderful job preparing our students to perform.
5. Communications -
  - The district received a letter from DPI indicating full compliance with our special education program. Thank you Michelle Jordan for making the necessary corrections.
  - A note from Kerry Niemcek from Congressman Ribble's office, Mr. Palm-Leis is trying to work with Ms. Niemcek and Con. Ribble's office to seek out opportunities to support our unique Island educational community.
  - Thank you note from Carrie Hiestand.
  - Mr. Palm-Leis also highlighted the Bucks Bulletin in the Observer's last issue.
5. Treasurer' Report - Kevin Krueger presented the payables for the month in the amount of **\$31,137.28**.
6. District Administrator's Report -

- The district sent in water samples for testing and the results were good.
- The solar panels in the back of school have been reset and information is available once again.
- Mr. Palm-Leis gave an update on our challenges regarding our bus drivers shortage issue and what the district is doing to fill the shortages. He also thanked parents for their patience with this matter.
- On November 24, the entire student body has its first BUCKS Assembly, and celebrated the value of Belonging with presentations and singing. The assembly included a warm welcome to the Lux Family.
- On November 25, the teaching staff had a data retreat. The purpose of the retreat was to identify and prioritized student academic needs regarding reading and closing the gap in reading. Identified students were reviewed for potential additional evaluations, then specific reading interventions were identified. Next, meetings with parents were scheduled to review the data and recommended interventions, which are to be primarily implemented by Marlene Ehrlich Johnson. Following parent-approval, implementations of the interventions has begun, and will be monitored progress on a weekly basis. Parents will receive reports at least every six weeks.
- Mr. Palm-Leis expressed thanks to Dr. Linda Underwood, Superintendent of Sevastopol School, for donating 50 lunch trays to our district for Student Council hot lunches.
- On December 4, the Science/Math Teaching Position was reposted on WECAN. Three candidates have applied and Mr. Palm-Leis would like the Personnel and Employee Relations Committee to meet on January 7 to review candidates and options.
- On December 5, Bucks Basketball teams hosted their first home games versus Fond du Lac Christian. The boys won the first game 52-50 and the girls lost the game 27-30. Mr. Palm-Leis noted that there was a lot of good sportsmanship, hustle and heart shown during both games. There are home basketball games on Saturday, December 20 at 12:15 and 1:30 p.m.
- In last week's Observer, was the first Bucks Bulletin printed this year. Mr. Palm-Leis thanked the Observer and Kathleen Maci for working collaboratively with the district.
- On December 14, the school hosted the Senior Breakfast.
- On December 16, Dr. Becky Walker, of CESA 7, met with staff members and conducted a Math Audit. The audit went very well. The elementary math program is solid, but the junior and senior high programs need some adjustments. The good news is that most of the Good Ideas Math textbooks recommended by Dr. Walker are already owned by the district, and training in Good Ideas Math will be provided by Dr. Walker and the textbook publisher. A full report will be available next month.
- January happenings.
  - Mr. Palm-Leis will be attending the PAC meeting on January 6 at CESA 6.
  - On January 22 and 25, there will be staff training including Active Shooters Training by Jeff Farley from the Door County Sheriff Department on the 25. Though we are very hopeful that this type of tragedy would never come to our island, it is important we are prepared.
  - On January 20th and 21, Mr. Palm-Leis, Mrs. Purinton, and Mrs. Duggan Goldstein will be attending the WASB Conference in Milwaukee.
  - Dr. Crystal Feral, our School Psychologist, will make her second visit to the district.
  - Mr. Palm-Leis will meet with the seniors and their parents to begin the plans for graduation.
  - Candidates interested in filing for the school board election this spring need to contact the school office to submit paperwork by January 5.

#### 7. Board of Education Committee's Report -

- President's Report - Amy Jorgenson reported that the school board will be conducting the yearly administrator evaluation in the closed session following the monthly board meeting in January. The board will individually fill out evaluations and the scores will be averaged together. Amy Jorgenson

and Kirsten Purinton will be requesting input from the teachers before the meeting. Valerie Fons asked if students were going to be part of the evaluation progress.

- Budget Committee - Mr. Palm-Leis suggested waiting until January to join the Wisconsin Rural School Association, then our membership would be good through the 2016-2017 school year. Mr. Palm-Leis is recommending that the Board approve a \$200 one-time per year premium to any of our bus drivers who drive at least 20 routes. This money would help offset the cost of obtaining and maintaining their licenses. The committee reviewed our Budget Audit for the 2014-15 school year. The accountant, Mr. Parsons, found no instances of non-compliance.
- Transportation, Building and Grounds Committee - There are a number of staff members met with the committee to discuss the possibility of moving the our elementary playground equipment to higher ground. Tom Jordan will first contact the TPAC board to see if the drainage remedy was ever done to help dry out the playground area. The committee is considering installing a video camera on the school bus. The district has been working hard to deal with the bus driver shortage.
- Learning & Technology Committee - The committee received an update on the Mural Project by Myriam Gregg. She reported that the students were still debating the design. Korrina was asked to comment and she said the process has been very slow and the students needed to stop arguing. Two teachers have requested a change in their teaching assignments. Mr. Heitz would like to take over the Tech Ed classes and Mr. Gillespie would like to teach Physical Education. The committee would like to form in Internal Technology Committee with members from staff, students, board, and community to comply with E-rate requirements. Also, the committee feels that a school district Facebook page would be useful for cancellations and other urgent communications.
- Policy Committee - The committee reviewed Mr. Palm-Leis' proposed Student Use of Wireless Communication Devices Policy. The old policy referenced out-dated technology, and the new policy is aligned with the current practices of wireless device usage introduced at the beginning of the school year. Then, the committee brought the Independent Study Program Policy up for a second reading.
- Employee Relation and Personnel Committee - The committee has met many times to make changes to the WASB template of the Employee Handbook. The committee had hoped to be done before the Christmas break, but the template still needs more changes. The teachers will receive a copy as soon as the committee has completely updated the Handbook. The committee's next big project is developing a compensation model.

8. Open Discussion - Valerie Fons followed up on her earlier request that students be a part of the Superintendent evaluation process. She was delighted to have the students present at tonight's meeting, that their presence matters, ask what they think, that evaluating is a life skill, she would wanted to invite the board to find places for students' voice in many different settings. Next, Valerie Fons expressed anxiety for the students about what options were going to be available for Driver's Education. She asked if the district could certify an instructor. She offered a room if an instructor would come to the Island to teach and drive. Mr. Palm-Leis has been in contact with SouthWest Technical College about coordinating an ITV class. The district can not receive an emergency licensure for driver's education instructor, an instructor is required to take at least four classes to be licensed. Even if the District provides the classroom instruction portion, students will still need to travel to Sturgeon Bay to complete the behind-the-wheel requirements for their drivers licence.

9. Action Items

- A. **MSP (Duggan Goldstein/Krueger)** to approve the payment of bills in the amount of **\$31,137.28**. Approved 5-0.
- B. **MSP (Purinton/Jordan)** to approve the 2014-15 Washington Island School Annual Audit Report completed by James W. Parsons, Sturgeon Bay, Wisconsin. Approved 5-0.
- C. **Budget Committee Recommendations:**  
**MSP (Krueger/Duggan Goldstein)** to approve the membership for Wisconsin Rural School Alliance for the 2016-17 school year. Approved 5-0.  
**MSP (Duggan Goldstein/Purinton)** to approve a \$200 premium per driver, per year, after driving 20 or more routes for the district. Approved 5-0.
- D. **Acceptance of Gifts:**

**MSP (Duggan Goldstein/Krueger)** to accept the donation of \$2,000 from Ray Stonecipher Trust. Roll call vote: Krueger (aye), Jordan (aye), Duggan Goldstein (aye), Jorgenson (aye), Purinton (aye). Approved 5-0.

**MSP (Krueger/Duggan Goldstein)** to accept the \$700 donation from the Detroit Harbor Ladies Aid. Roll call vote: Krueger (aye), Jordan (aye), Duggan Goldstein (aye), Jorgenson (aye), Purinton (aye). Approved 5-0.

**MSP (Duggan Goldstein/Purinton)** to accept the donated wood, valued at \$500, from Jim Goodwin. Roll call vote: Krueger (aye), Jordan (aye), Duggan Goldstein (aye), Jorgenson (aye), Purinton (aye). Approved 5-0.

**MSP (Krueger/Purinton)** to accept the \$100 donation for basketball uniforms from the Washington Town Mutual Insurance. Roll call vote: Krueger (aye), Jordan (aye), Duggan Goldstein (aye), Jorgenson (aye), Purinton (aye). Approved 5-0.

**MSP (Krueger/Duggan Goldstein)** to accept the \$1500 donation for basketball uniforms and the Art department from the Washington Island Education Foundation. Roll call vote: Krueger (aye), Jordan (aye), Duggan Goldstein (aye), Jorgenson (aye), Purinton (aye). Approved 5-0.

E. **MSP (Duggan Goldstein/Krueger)** to approve the first reading of the Student use of Wireless Communication Devices Policy. Approved 5-0.

**MSP (Purinton/Duggan Goldstein)** to approve the second reading of the Independent Studies Policy 342.6. Approved 5-0.

#### 10. Future Meetings

- A. Board of Education Monthly Meeting - January 28 at 7:30 p.m.
- B. Board of Education Closed Session (Supt. Preliminary Evaluation) - January 28 - following the adjournment of the monthly meeting.
- C. Budget Committee - January 28 at 7:00 p.m.
- D. Transportation and Building Grounds Committee - January 28 at 6:30 p.m.
- E. Policy Committee - January 28 at 6:00 p.m.
- F. Learning and Technology Committee - January 28 at 5:30 p.m.
- G. Employee Relations and Personnel Committee - January 7 and 14 at 10:15 a.m.

**MSP (Purinton/Jordan)** to adjourn the meeting at 8:42 p.m. Approved 5-0.

The meeting's attendees were invited into Mr. Steve Waldron's classroom to view the new Washington Island School Webpage.