

**WASHINGTON ISLAND SCHOOL DISTRICT  
BOARD OF EDUCATION MEETING  
THURSDAY, JUNE 25, 2015  
6:45 P.M. Executive/Closed Session - School Commons  
7:30 P.M. Open Session - School Commons  
APPROVED MINUTES**

1. Call to Order - President Amy Jorgenson called the meeting to order at 6:50 p.m. Other Board Members Present: Tom Jordan, Kevin Krueger, Kirsten Purinton, (Absent: Sarah Duggan Goldstein); Administrator: Tammy Kielbasa; Incoming Administrator: Mati Palm Leis arrived at 7:15 p.m.
2. **MSP(Purinton/Krueger)** to move into Executive Session (Pursuant to Section 19.85 (1)(c) of the Wisconsin State Statutes). Approved 4-0.
3. The board reviewed the Technology Coordinator Position.
4. The Board reviewed the current board committees and discussed the potential for committee consolidation.
5. Mrs. Kielbasa updated the Board on the 2014-15 budget and presented a draft of 2015-16 budget.

**7:38 P.M.**

**MSP(Krueger/Jorgenson)** to move from executive session into open session. Approved 4-0.

Call to Order and Pledge of Allegiance - President Amy Jorgenson called the meeting to order at 7:38 p.m. Other Board Members Present: Tom Jordan, Kevin Krueger, Kirsten Purinton; Administrator: Tammy Kielbasa; Administrative Assistant: Sue Cornell; Technology Coordinator: Chris Haertig; Community Members: Pete Petrie and Melissa Walker; Teacher: Michelle Jordan; Incoming Administrator: Mati Palm-Leis.

1. **MSP(Purinton/Krueger)** to approve the agenda as amended to include the approval of minutes from the special meeting of the board of education on May 30. Approved 4-0.
2. **MSP(Jordan/Jorgenson)** to approve the minutes as presented for the regular Board of Education meeting on May 28, 2015, and the special meetings on May 30 and June 4, 2015. Approved 4-0.

3. Good News Report

- End of the Year Picnic - Mrs. Kielbasa thanked the Ferry Line, the Family Center, and the community members for well-attended, fun celebration on Friday, June 5.
- The Washington D.C. trip group hosted a spaghetti dinner last night and raised \$1,100.00.
- The Washington D.C. trip group ran a rummage sale and car wash Memorial Day weekend and raised \$2,800. The group has raised a total of \$5,670 towards their \$11,000 goal.
- Graduation 2015 - Mrs. Kielbasa reported that the ceremony was very nice and acknowledged all of Barb Isaacson's efforts to organize the event.
- Scholarships Awarded - Many scholarships were awarded at the graduation ceremony and Mrs. Kielbasa thanked the community for their generous scholarships awarded to Katy Jordan and past Washington Island School graduates.
- Books - On the last day of school each student was given a book picked specifically for the student by their teacher to encourage summer reading.
- Staffing - At the last meeting on June 4, the Board approved Mrs Nehlsen teaching two sections of English, Mr. Gillespie will be teaching two sections of Spanish, ITV classes and two Technology classes, Mr. Kickbush will teach Art two days a week and a computer class, and Christopher Heitz will be teaching History and Phys Ed. The focus is now on filling the 3rd/4th grade position, the maintenance position, and the part-time bus driver position.
- Infinite Campus Training - Sue Cornell attended a helpful training at CESA 7 concerning closing out the fiscal year and year-end rollover.

4. Communications - none.

5. Treasurer's Report - Kevin Krueger presented the payables for the month in the amount of **\$10,999.35**. This includes bills of \$6,283.41 for the 2014-15 fiscal year, and \$4,715.94 for the 2015-16 fiscal year.

6. District Administrator's Report

- Energy Efficiency Project Update - The district spent \$15,041 in fuel to heat the school this year, instead of over \$37,000 the year before. The Propane tanks are very low right now, and Mrs. Kielbasa will get quotes from Lou Munao and Hansen Oil Co. to fill the tanks while the prices are low this summer. Then, the district will again bid out for propane for the next heating season.
- Membership Audit for 2014-2015 School Year - The membership audit is complete. The district flagged because of our third Friday count in January was up over 10% from our third Friday count in September due to students moving into the district in December and January.
- Date of the Annual Meeting - Last year's meeting was on September 10, Mrs. Kielbasa suggested having the meeting in October when the equalized land value is known. The date will be set at the July Board Meeting.
- Board of Education Committees - Mrs. Kielbasa and Mr. Palm Leis suggested a consolidation of the Board committees as follows: keep the Policy Committee, Legislative Committee (meet once a year), Referendum Committee, and Budget Committee. Then, combine the Building and Grounds and Transportation Committees, combine the Employee Relations and Personnel Committees, combine the Technology and Curriculum Committees, and disband the Insurance Committee. The board members on these committees will likely stay mostly the same as before.
- 2015-2016 Budget Draft - The Board was given an unaudited, current 2014-25 budget, with one more payroll and some bills still needing to be paid. The audit will begin in July. Mrs. Kielbasa has been working with Deb Schufletowski from R. W. Baird to prepare the revenue limit worksheet, and try to predict the tax levy. Mrs. Kielbasa presented a draft of the 2015-16 Budget to the Board for approval.
- Professional Development - Monday, June 29, the teachers will have a Data Retreat, and on Tuesday, June 30, Mrs. Kielbasa will meet with the teachers to look at grading practices.

7. Board of Education Committee's Report - Most committees did not meet during the month of June and a new restructuring may be voted on during the action items and was presented during the administrator's report

- A. President's Report - President Amy Jorgenson announced that tonight was Mrs. Kielbasa last meeting and she would be leaving the district at the end of the month. Amy thanked Mrs. Kielbasa on behalf of the Board for her work with the district and presented her with an engraved clock. Then, Amy welcomed Mr. Mati Palm Leis, who will take over as District Administrator on July 1. He has already been spending time on the phone and in person, working with Mrs. Kielbasa. The Board appreciates his enthusiasm for the upcoming year.
- B. Budget Committee - did not meet.
- C. Transportation Committee - did not meet.
- D. Policy Committee - did not meet.
- E. Buildings and Grounds Committee - did not meet.
- F. Employee Relations and Negotiations - did not meet.
- G. Personnel Committee - On Monday, June 1, the committee interviewed, in person and over the phone, teachers for the part-time positions of Art, Physical Education, History, and Spanish and the full-time 3rd/4th grade position. The committee met the following day to reviewed the interviews. The committee made recommendations to the Board to hire Michael Gillespie and Christopher Heitz for full-time positions and Dani Kickbush and Leila Nehlsen for part-time positions.
- H. Curriculum Committee - did not meet.
- I. Technology Committee - did not meet.
- J. Referendum Committee - did not meet.

8. Open Discussion - Michelle Jordan asked if there was going to be a fall soccer team. Mrs. Kielbasa had met earlier this spring with Pete Nikolai (the Athletic Director at the time) and he felt there weren't enough students to field the team. Mrs. Jordan responded that she thought with the junior high students, there

would be enough to fill the team. Amy Jorgenson said her daughter was interested in playing. Kirsten Purinton responded that the kids need to approach the Board with a commitment to the program, and if there were enough students-athletes interested in playing, then a coach could be found and games scheduled. Michael Gillespie is now the Athletic Director, and Michelle Jordan said she would talk to the kids to gauge their interest.

11. Action Items

- A. **MSP(Purinton/Jordan)** to approve the payment of bills in the amount of **\$10,999.35**. Approved 4-0.
- B. **MSP(Purinton/Jordan)** to approve the Teaching Contracts of Leila Nehlsen, Michael Gillespie, and Barb Isaacson for the 2015-2016 School Year. Approved 3-0. Kevin Krueger abstained.
- C. **MSP(Krueger/Purinton)** to approve the Letter of Intent for Margie O'Connor for the Speech/Language Therapy Position at \$51/hour. Approved 4-0.
- D. **MSP(Jordan/Krueger)** to approve the Letter of Intent for Larry Hermanson as the STEM Coordinator Position with a \$2,000 stipend. Approved 4-0.
- E. **MSP(Purinton/Jordan)** to approve the Letter of Intent for Chris Haertig as the Technology Coordinator Position. Approved 4-0.
- F. Approval of the Chaperones for the Washington D.C. Trip was tabled until next month's meeting.
- G. **MSP(Purinton/Krueger)** to approve the Job Description for the Administrative Assistant/Business Manager. Approved 4-0.
- H. **MSP(Purinton/Jordan)** to approve the Committee Restructuring of the Board of Education. Approved 4-0.

10. Future Meetings

- A. Board of Education - Monthly Meeting - Thursday, July 23, 2015.  
**MSP(Purinton/Krueger)** to adjourn the meeting at 8:22 PM Approved 4-0.