

**WASHINGTON ISLAND SCHOOL DISTRICT
BOARD OF EDUCATION MEETING
Thursday, January 28, 2016
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 7:34 p.m. Other Board Members Present: Kevin Krueger, Kirsten Purinton, and Sarah Duggan Goldstein (absent: Tom Jordan); Administrator: Dr. Mati Palm-Leis; Administrative Assistant: Sue Cornell; Teacher: Michelle Jordan; Community Members: Mary Marik, Valerie Fons; Students: Michael Cornell, Christopher Nelson

1. **MSP (Purinton/Duggan Goldstein)** to approve the agenda as presented. Approved 4-0.
2. **MSP (Krueger/Duggan Goldstein)** to approve the minutes as presented for the regular Board of Education meeting on December 17, 2015. Approved 4-0.
3. Student Council Report - Michael Cornell and Christopher Nelson reported on the Council's upcoming events. The Student Council will be running the concession stand on Friday and Saturday for the Basketball Triad Tournament. Thirty students have signed up to go on the Ski Trip on February 26-28. The chaperones are Tom and Michelle Jordan, Sue Cornell, Christopher Heitz, and Henry Mohn (if another driver is needed). In February, the Council will sell desserts at the Lions Club Lunch during Fish Derby weekend.
4. Good News Report -
 - The District received two grants from United Way (\$180), for our Project 180 School Leadership Program in conjunction with Student Council and (\$600) for District-wide AODA programming, part of this money will be used for the mural project.
 - Boys Buck's Basketball - This season, the boys are 10-3. Ben Johnson and Daniel Moron were selected to the All Tournament Team this past weekend. The girls team is also improving and enjoying a good season.
5. Communications - Dr. Palm-Leis received an email from Jon Soyryng, the gentlemen in which the school will be working with to provide the classroom portion of Driver's Education. He is also interested doing a fundraiser to benefit the District on the wreck of the Edmund Fitzgerald. His uncle was lost when the ship sank and he has exclusive access to present information and photography from a study from the 1990's.
6. Treasurer' Report - Kevin Krueger presented the payables for the month in the amount of **\$37,826.47**.
7. District Administrator's Report
 - Dr. Becky Walker, Math Curriculum Coordinator from CESA 7, did an audit of the District's math program in December. She presented her findings via the polycom to those in attendance. The math that students are taught today is different because they are required to not just solve the problems, but also explain why they got the answer. Overall, the K-4th grades are implementing the Math Expressions program adopted by the District two years ago very well. She thought additional training for the teachers would help continue the positive trend. After talking to students and teachers in junior high and high school, she suggested moving forward with the Big Ideas Math program. Included with Big Ideas Math is an online, personalized component, as well as traditional textbooks, and a journal. The district did purchase Big ideas Algebra II textbooks last year. Dr. Walker feeling like there are opportunities for virtual trainings and coaching to help our teachers with Big Ideas Math. Training will also be provided by the textbook publisher. Dr. Palm-Leis feelings like the changes in our math programs can be done with a limited cost to the District.
 - On January 6, Dr. Palm-Leis attended the Superintendent Meeting at CESA 7 in Green Bay. Dr. Palm-Leis chooses to only attend every other monthly meeting, so he is at school as much as possible. The focus of the meeting was on the legal requirements on Transgender issues.
 - Currently, no one has stepped forward to run for the third School Board position on the ballot in April. Dr. Palm-Leis encouraged community members to contact himself or any current board

members with questions. Then, he asked each board member to talk about what motivated them to run for the Board of Education.

- Earlier this month, Dr. Feral came for her second visit to the Island to conduct testing with our students and provide an after-school teacher in-service on how to approach various learning challenges.
- Last week the teachers began their planning for the next Experiential Learning Voyage with the theme of “Makers” This voyage will begin in February and there will be a culmination event at the school before Spring Break.
- Dr. Palm-Leis and the teachers worked closely with Michelle Meacham-Christensen and the Observer in putting together the second Bucks Bulletin.
- Also last week Kirsten Purinton, Sarah Duggan Goldstein and Dr. Palm-Leis attended the WASB Convention in Milwaukee. One thing Mr. Palm-Leis came away with was that we are doing many things we need to in making our school great.
- On Monday, January 25, the staff had an inservice that included active shooter training with Jeff Farley from the Door County Sheriff’s department. Officers Schultz and McGrane were also present for the training. We have a lot of work to do in the way of discussions and planning, but staff have the basic information and will follow up in February.
- Dr. Palm-Leis will be attending the WCASS Winter Conference in Appleton for Special Education Directors.
- On February 15, the staff inservice will be devoted to planning the next voyage, “Makers.” Margaret Foss has been working very hard to guide the teachers through the process.

8. Board of Education Committee’s Report

- A. President’s Report - Amy Jorgenson discussed the Washington Island Phone Book Fundraiser. The fundraiser was given to the District after the Washington Island Preschool closed, to help fund field trips to enrich our students’ school experience. The community is very generous and the profits are generally at least \$8,000. Mrs. Jorgenson donates her time to organize, solicit ads, and make additions and changes to the information in the phone book. She and Dr. Palm-Leis discussed the money raised and decided that each year, every class would receive \$400 that would stay with their class until they graduate. The money could be used for field trips, funding the D.C. trip, Chicago-Madison trip, or even graduation costs.
- B. WASB Conference - Kirsten Purinton and Sarah Duggan Goldstein shared their experiences attending the conference, information they shared included looking at teacher compensation models, standards-based report cards and work habit rubrics, the mission and focus of school boards, and promoting positive, respectful behavior.
- C. Budget Committee -
 - RTI Consulting: The District is at the beginning stages of implementing RTI. The teachers need some experienced guidance. Kathy Harris, the RTI Coordinator for the River Valley School District, is willing to be a consultant for the District at a cost of \$40 per hour, not to exceed 10 hours. Mrs. Harris will be able to provide specific intensive intervention recommendations and specific guidance on documentation procedures. She has already helped Michelle Jordan via email and phone at no charge.
 - Dr. Palm-Leis would like to purchase Microsoft Office for the all teachers because are a substantial number educational documents and programs that do not work effectively with Google Docs. Additional quotes are being pursued, but right now \$706 is the lowest bid,
 - Dr. Palm-Leis, expressed a desire to assist the families of graduates with the high cost of hosting the graduation dinner and dance. The event costs about \$1,200 each year and is split between the number of graduates. Dr. Palm-Leis would like the District to pay for \$500 of the costs. Kirsten Purinton explained that the reason the families had started paying for the graduation dinner and ceremony was to thank the community for all of the support the students had received throughout their school years.
 - The District has created separate class funds in Fund 60 to keep track of phone book moneys available for field trips. Amy Jorgenson suggested that the \$400 the seniors would receive could go towards defraying the costs of the graduation.

- School Vehicle - Tabled until the February meeting.
 - The classroom portion of Driver's Education will be held in Sister Bay, with Jon's Driving School. Either, Dr. Palm-Leis or Sue Cornell, will take the students in the school van to the classes. The District will only be responsible for the cost of the ferry for the one chaperone each class. The students pay for the class themselves.
- D. Transportation, Building and Grounds Committee - Tabled until the February meeting.
- E. Learning & Technology Committee
- Independent Study Presentation(s) - A student presented an Independent Study class proposal to the committee for approval. The committee was impressed the detailed class outline and plan for the class culminating in opening a mock restaurant and cooking demonstration. A community member has stepped forward to be his sponsored advisor and Michael Gillespie will be the overseeing teacher.
 - High School Student Mural Initiative - Myriam Gregg has stepped forward as the project coordinator and the next step is a scale model of the mural. Once, the painting starts, it should be done within a week.
 - YRBS (Youth Risk Behavior Survey) - Barb Krueger presented information regarding the survey and identified the most controversial questions for the committee to review. Survey is for middle and high school students concerning students' risks for drug and alcohol use, sexual involvement, suicide, etc. The answers will direct the guidance program. Parents will be contacted and they can decide to not have their student take the survey.
- F. Policy Committee - The committee has reviewed the following policies which will be voted on during the actions items.
- Student use of Wireless Communication Devices. (Second Reading)
 - Equal Education Opportunities 411 (First Reading)
 - .5 Credit Physical Education Exemption 353.5 (First Reading)
 - Open Enrollment 424 (First Reading)
 - Administering Medications to Students 453.4 (First Reading)
 - Policy Review of Policies Renumbered
- G. Employee Relation and Personnel Committee
- The committee provided a draft of the Employee Handbook to the teachers on January 8. The committee met with four teachers on January 26. The teachers asked for clarification on health insurance provided after retirement and payout of sick days towards health insurance following retirement, long-term care contributions, length of the work day, and total work days in a contract year. The committee hopes to finalize the handbook by the next monthly meeting.
 - The committee reviewed applicants for the High School Math/Science teaching position, and decided not to conduct interviews. Mr. Mohn has done a great job with the students and the committee recommends offering him a one semester contract with health benefits to finish the school year. In May, the committee will post the position once again.
 - The committee discussed the issue with only having 175 student contact days scheduled this school year. The committee recommended modifying the current school calendar to change the staff in-service day on April 25 to a student contact day.

9. Open Discussion - Valerie Fons asked to comment on an agenda item discussed earlier. She was concerned that the students were not included in the active shooter training that was held at the in-service on Monday. Her children were concerned about what would happen during such an incident and how they would be safe. Dr. Palm-Leis responded he did not want to worry the students and parents until the District had worked with the local and county authorities to develop a formal plan. This training was the first step in a multi-step process and more training will be done with the staff in the future. Next fall, after the District has developed a formal plan with the police and fire officials, teachers, board, and community members, potentially then, the students will be included in practice drills just like the procedures already in place for fire and tornado drills.

10. Action Items

- A. **MSP (Purinton/Duggan Goldstein)** to approve the payment of bills in the amount of **\$37,826.47**. Approved 4-0.
- B. **MSP (Krueger/Duggan Goldstein)** to approve the hire of Henry Mohn to the position of High School Math and Science teacher for one semester. Approved 4-0.
- C. Budget Committee Recommendations:
 - a. **MSP (Krueger/Duggan Goldstein)** to approve the contract of an RTI Consultant, not to exceed \$400. Approved 4-0.
 - b. **MSP (Duggan Goldstein/Krueger)** to approve the purchase of Microsoft Office for the staff, not to exceed \$706. Approved 4-0.
 - c. Approval of monies in support of graduation costs. - Tabled until February meeting.
 - d. Approval of the window installation bid - The District only received one bid from Martin Anderson Construction for \$17,731.00. The vote was tabled until the February meeting to allow for response to the bid.
- D. Approval of School Board Policies:
 - a. **MSP (Purinton/Krueger)** to approve the second reading of the Student use of Wireless Communication Devices Policy (443). Approved 4-0.
 - b. **MSP (Krueger/Duggan Goldstein)** to approve the first reading of the Equal Education Opportunities Policy 411. Approved 4-0.
 - c. **MSP (Duggan Goldstein/Krueger)** to approve the first reading of the .5 Credit Physical Education Exemption Policy (353.5). Approved 4-0.
 - d. **MSP (Duggan Goldstein/Purinton)** to approve the first reading of the Open Enrollment Policy (424). Approved 4-0.
 - e. **MSP (Duggan Goldstein/Krueger)** to approve the first reading of the Administering Medications to Students Policy (453.4). Approved 4-0.
 - f. **MSP (Duggan Goldstein/Purinton)** to approve Policy Review of Policies Renumbered. Approved 4-0
- E. **MSP (Krueger/Duggan Goldstein)** to approve the modification of the 2015-16 School Calendar to chance April 25 from an in-service to a student contact day. Approved 4-0.
- F. Acceptance of Gifts
 - a. **MSP (Purinton/Duggan Goldstein)** to accept the donation of \$100 from the Rotary Club of Sturgeon Bay to support our Fine Arts Program. Roll call vote: Krueger (aye), Duggan Goldstein (aye), Jorgenson (aye), Purinton (aye). Approved 4-0.
 - b. **MSP (Krueger/Purinton)** to accept the gift (\$100 value) of wood clamps from Tom Jordan for the Tech Ed workshop. Roll call vote: Krueger (aye), Duggan Goldstein (aye), Jorgenson (aye), Purinton (aye). Approved 4-0.

11. Future Meetings

Board of Education Monthly meeting - February 25 at 7:30 p.m.

Budget Committee - February 25 at 7:00 p.m.

Transportation and Building Grounds Committee - February 25 at 6:30 p.m.

Policy Committee - February 25 at 6:00 p.m.

Learning and Technology Committee - February 25 at 5:30 p.m.

Employee Relations and Personnel Committee - February 9 at 10:15 a.m.

- 12. **MSP (Purinton/Krueger)** to adjourn the meeting at 9:32 p.m. Approved 4-0.