

**WASHINGTON ISLAND SCHOOL DISTRICT
BOARD OF EDUCATION MEETING
Thursday, April 28, 2016
7:30 P.M. Open Session - School Commons
APPROVED MINUTES**

Call to Order and Pledge of Allegiance - President Amy Jorgenson called the meeting to order at 7:30 p.m. Other Board Members Present: Kevin Krueger, Sarah Duggan Goldstein, Tom Jordan, and Kirsten Purinton; Administrator: Dr. Mati Palm-Leis; Teachers: Henry Mohn, Marleen Ehrlich Johnson, Michelle Jordan; Community Members: Warren and Mary Marik, Hans Lux, Denise Kellerman, Valerie Fons, Tyler McGrane; Students: Elena Waldron and Molly McGrane

1. **MSP (Duggan Goldstein/Krueger)** to approve the agenda as amended to add the Referendum Committee report. Approved 5-0.
2. **MSP (Krueger/Jordan)** to approve the minutes as presented for the regular Board of Education meeting on March 29, 2016. Approved 5-0.
3. Student Council Report - Elena Waldron and Molly McGrane reported that the Student Council hopes to complete their constitution next month, there are two more hot lunches, and Island Clean Up day will be Friday, May 20 when the Town will provide lunch and after picking up trash all the students and parents volunteer will be serve ice cream by the Student Council.
4. Good News Report -
 - DC Trip Update- Sue Cornell has reported that the trip is going well and everyone is having an excellent time. The group will be back either the last boat Saturday or Sunday morning.
5. Communications - A thank you note for Kirsten Purinton for attending the Door County Leadership Education Day in Sturgeon Bay on April 12.
6. Open Discussion - none.
7. Treasurer's Report - Kevin Krueger presented the payables for the month in the amount of **\$34,294.22**.
8. District Administrator's Report -
 - Mural Update - The background is finished and only the buck, geese, possibly other animals are left to paint, the students anticipate completion by May's Board Meeting..
 - Dr. Palm-Leis clarified the approval of the baseline increase from last board meeting and why we are now approving the separate positions this month as a point of clarity and transparency
 - On April 7, Dr. Palm-Leis completed the formal training and examination for Educator Effectiveness and is now working closely with staff to finish all teacher evaluations before the end of May.
 - Dr. Palm-Leis met with the new bus drivers on April 11 review schedules and bus expectations. The district has reinstated the "Blue Line," which mandates students 5th grade and younger to sit in the front half of the bus.
 - The District received a \$100 Donation from the Washington Island Lions Club to purchase a cabinet for the defibrillator. Also, Dr. Palm-Leis recognized Kim Fitz, of Fitz Framing of Sturgeon Bay, for approximately \$400 worth of matting that was done for the Spring Art Show.
 - The district "Pilot" of the bulb sales has made a total of \$80 to date. We want to thank those who already have placed their orders, there is still time to place your order through the district webpage.
 - The District received correspondence from the Attorneys of Foley and Lardner that filed a class action suit on behalf of the district against WEA Trust and prevailed. The District received our portion (\$658.37) of the settlement.
 - Upcoming events in May:
 - 1)Dr. Palm-Leis will attend the final "New Superintendent" Conference May 4.
 - 2)"A Taste of Chicago-Madison" variety show, Saturday, May 7, 6:30-8:30 at the TPAC. Every student and teacher in our building is a performer!

Valerie Fons asked who is trained to use the AED during sporting events. Dr. Palm-Leis responded that Michelle Jordan is trained, EMTs who would respond to 911 calls are trained, some current students when they complete the EMT course will be trained. The first call would always be to 911. The AED will not deliver a shock if the sensors detect a heartbeat, so the device can't be used unless the patient's heart is stopped. Amy Jorgenson said the Policy Committee could look into how other school districts deal with this situation. Currently, there is not an AED in the Community Center building.

9. Board of Education Committee Reports -

- A. President's Report - Amy Jorgenson attended a county-wide alumni association meeting on April 7. The current committee hopes to have the website and association run by volunteers from the community and not school board members in the future. In the future, the alumni website will allow people to donate to all county schools as a whole or an individual school. Valerie Fons asked if anyone from the Island was doing anything to keep in touch with Washington Island alumni, Amy Jorgenson responded not at this time that she was aware of.
- B. Budget Committee - The CESA 7 contract for next year is \$21,120. The majority of the increase is due to additional staff development days and the increase has been accounted for in next year's budget. As the District brings on new staff members from next year, they will need to be trained in our math programs and teaching the experiential style. The Transportation/Buildings and Grounds Committee agreed to recommend to the board to accept the bid from Martin Anderson to build a wall to divide the current resource room into part resource room and the rest into the 3rd/4th grade classroom for next year. The bid was for \$2500. Dr. Palm-Leis would like the Board to approve a 66.030 agreement with the schools of Door County to join the hospital work experience program. This will be a trial year, with no obligation to continue after the first year. Cost of the program for next year is \$1,305.60. Dr. Palm-Leis is seeking approval from the Board to cover the cost and contract for our Employee Assistance program, which will be presented in the Employee Relations/Personnel Committee. Last month the board approved the Baseline Increase Proposal including three additions that might not have been clear to the audience. Dr. Palm-Leis would like the Board to vote on each of these positions separately in the action items.
- C. Learning and Technology Committee - Tabled due to the illness of Mr. Tom Waldron.
- D. Policy Committee - Sarah Duggan Goldstein reported that the committee addressed the topic of foreign exchange students participating in the graduation ceremony. The committee decided to allow Daniel Moron, who has attended school all year, to wear a gown, no mortar board, and sit on stand with the graduates and receive a certificate of completion. After this trial, the committee will write a policy to address procedures for foreign exchange students participating in graduation. Next, the committee presented the Attendance Policy 431 for a first reading.
- E. Employee Relations and Personnel Committee - The committee heard from Dr. Palm-Leis that the Door/Kewaunee Insurance Cooperative will be voting to approve an increase in co-pay for appointments from \$10 to \$20 per visit, and increase in medication tier costs. With the increases in co-pays, the overall increase in insurance premiums will increase 9% instead of the previously proposed 12% increase. Dr. Palm-Leis has presented the changes to staff members. The Cooperative is also voting to approve inviting other schools or municipalities to join the Cooperative to increase the pool of insured persons. The District has contracted with the Door County Department of Human Services to provide anonymous counselling services through an Employee Assistance Program that is referred to in the recently approved Employee Handbook. The District will pay for 4 (1 hour) sessions for a total cost of \$300, if additional counselling is needed following these four sessions, then the employee will go through Arise Insurance. The District will only pay if services are used, otherwise there is no cost to the District. The committee discussed the timeline for the new hires, with the job posting to close April 24. The committee reviewed the 26 applicants for the 1st/2nd and 3rd/4th teaching positions, and 6 applicants for the High School Math/Science teaching position. The committee picked seven applicants to invite to interviews on Friday, May 6, and picked four applicants to invite for interviews on Monday, May 9.

- F. Transportation and Buildings and Grounds Committee - On April 2, Tom Jordan, Kevin Krueger and Dr. Palm-Leis installed one new window. Tom Jordan reported that the window replacement job will go out to bid a second time and the contractors can examine the newly installed window and can bid accordingly. Tom Jordan is looking into materials needed to trench and install French drains to eliminate the water problem on the playground. Mr. Mohn math class will calculate the amount of material needed to fill in after the trenches are completed, Different material costs are being calculated to decide if wood chips or rubber chips would be better to use as soft ground cover. The committee is looking into at painting diagonal parking spaces on the front lot to develop better traffic flow. Mr. Mohn's math class will again do some calculations to help determine the line placement. Valerie Fons inquired about the possibility of a designated handicap parking spot, and the committee will look into the regulations.
- G. Referendum Committee - The committee met on April 13 to discuss the timeline for the Referendum needed for operating costs that will be voted on April 4, 2017. The committee will meet again in June to discuss inviting members of the community to join the referendum committee and plan the best way to present information to the rest of our community.

10. Action Items -

- A. MSP (Purinton/Duggan Goldstein)** to approve the payment of bills in the amount of **\$34,294.22**. Approved 5-0.
- B. Consideration and Action on Budget Committee Recommendations**
- **MSP (Jordan/Krueger)** to approve the CESA 7 Contract for 2016-17 in the amount of \$21,120. Approved 5-0.
 - **MSP (Jordan/Duggan Goldstein)** to approve the bid of \$2,500 from Martin Andersen to build a wall in the current Resource Room. Approved 5-0.
 - **MSP(Purinton/Krueger)** to approve the Door County Schools' Career Training Program (Pilot) 66.030 Agreement at a cost of \$1,305.60. Approved 5-0.
 - **MSP (Duggan Goldstein/Jordan)** to approve the EAP (Employee Assistance Program) Contract and Costing. Approved 5-0.
 - **MSP (Jorgenson/Duggan Goldstein)** to approve the personnel additions from the Baseline Increase Proposal to include the Guidance Position from .66 FTE to .75 FTE. Roll Call Vote: Kevin Krueger abstained from the vote. , Purinton/Jordan All Staff Transition Coordinator, \$750, Krueger/Duggan Goldstein RTI Coordinator, \$750. Roll Call Vote: Purinton-Aye, Duggan Goldstein-Aye, Jorgenson-Aye. Tom Jordan abstained from the vote. Approved 3-0.
- C. MSP (Purinton/Duggan Goldstein)** to approve of date teacher contracts will be issued and due (Issued on 4/29/16, due 5/20/16). Approved 3-0. Kevin Krueger and Tom Jordan abstained from voting.
- D. MSP (Jorgenson/Krueger)** to approve of the Board of Education slate of officers to stay the same as the previous year: President - Amy Jorgenson, Vice-President- Tom Jordan, Treasurer- Kevin Krueger, Clerk-Kirsten Purinton, Member-Sarah Duggan Goldstein. Approved 5-0. **MSP (Jordan/Duggan Goldstein)** to approve keep the same committee assignments as the last year. Approved 5-0.
- E. MSP (Purinton/Duggan Goldstein)** to accept the letter of resignation from Christopher Heitz. Roll Call Vote: Purinton-Aye, Jorgenson-Aye, Duggan Goldstein-Aye, Jordan-Aye, Krueger-Aye. Approved 5-0.
- F. MSP (Jordan/Duggan Goldstein)** to approve the hire of Henry Mohn for Middle School Science and Math teaching position. Approved 5-0.
- G. MSP (Purinton/Duggan Goldstein)** to approve accepting the resolution to expand the health benefit purchasing cooperative. Approved 5-0.
- H. Acceptance of Gifts- MSP(Purinton/Jorgenson)** to accept donation of \$100 from the Lions Club to go toward a cabinet for our defibrillator. Roll Call Vote: Purinton-Aye, Jorgenson-Aye, Duggan Goldstein-Aye, Jordan-Aye, Krueger-Aye. Approved 5-0. **MSP(Krueger/Jordan)** to accept \$400

worth of service from Kim Fitz in the matting of student work for the Spring Art Show. Roll Call Vote: Purinton-Aye, Jorgenson-Aye, Duggan Goldstein-Aye, Jordan-Aye, Krueger-Aye. Approved 5-0.

- I. **MSP (Krueger/Duggan Goldstein)** to approve the first reading of the Attendance Policy 431. Approved 5-0.

11. Future Meetings

Board of Education Monthly Meeting - May 26 at 7:30 p.m.

Budget Committee - May 26 at 7:00 p.m.

Transportation/ Building Grounds Committee - May 26 at 6:30 p.m.

Policy Committee - May 26 at 6:00 p.m.

Learning and Technology Committee - May 26 at 5:30 p.m.

Employee Relations/Personnel Committee - May 6 and 9 (interviews) and Thursday, May 12 at 10:15 a.m.

12. **MSP (Krueger/Jordan)** to adjourn the meeting at 9:02 p.m. Approved 5-0.