

# Prairie du Chien Area School District

**Innovation for Success™**

## REGULAR MEETING OF THE PRAIRIE DU CHIEN BOARD OF EDUCATION

Public notice is hereby given as required by law that a Meeting of the Prairie du Chien Board of Education will convene on **December 14, 2015** in the City Hall Council Chambers, 214 East Blackhawk Avenue, Prairie du Chien, Wisconsin, 6:30 p.m. This meeting will follow the Finance Committee Meeting at 6:00 p.m. Matters to be taken up, discussed and acted upon at this meeting are as follows:

### I. CALL TO ORDER

*Meeting was called to order by Christine Panka at 6:30 p.m.*

#### Present BOE Members:

Nick Gilberts

Cassie Hubanks

Kyle Kozelka

Lynn O'Kane

Christine Panka

Duane Rogers

Devan Toberman

### II. PLEDGE OF ALLEGIANCE

### III. ADOPTION OF AGENDA

*Motion by Christine and seconded by Kyle to accept agenda; passed unanimous with all in favor.*

### IV. SPECIAL GUEST SPEAKERS

*Senior class trip: May 15 & 16; Six Flags, Jump America, Henry Vilas Zoo (action taken under new business)*

### V. CONSENT AGENDA ITEMS

(The School Board may approve all items with one motion or any Board Member can simply request to remove certain items for later discussion)

#### A. Approval of Minutes

1. 11.9.2015 Finance Committee Meeting
2. 11.9.2015 Regular Board Meeting

3. 11.23.2015 Building and Grounds
  4. 11.23.2015 Policy Committee Meeting
  5. 11.24.2015 Core Committee Meeting
- B. Personnel
1. Approval
    - a) Mark Pedretti Baseball Coach
  2. Resignation
    - a) Aaron Amundson Football Coach
    - b) Mary Gasser Girls' Golf Coach
    - c) Caytelynn Bartels Sp Ed Aide BAK
- C. Youth Options (if any)

*Motion by Kyle and second by Lynn to accept consent agenda items; passed unanimous with all in favor.*

VI. CITIZEN PARTICIPATION

VII. CORRESPONDENCE/INFORMATION ITEMS (action if appropriate)

A. Upcoming Meetings and Board Items

1. December 28, 2015 Building and Grounds Committee Meeting 5:00 p.m.  
High School Library Conference Room
2. December 28, 2015 Policy Committee Meeting 6:00 p.m. High School  
Library Conference Room
3. January 11, 2016 Finance Committee Meeting 6:00 p.m. City Hall Council  
Chambers
4. January 11, 2016 Regular Board Meeting 6:30 p.m. City Hall Council  
Chambers
5. January 25, 2016 Building and Grounds Committee Meeting 5:00 p.m. High  
School Library Conference Room
6. January 25, 2016 Policy Committee Meeting 6:00 p.m. High School Library  
Conference Room
7. February 8, 2016 Finance Committee Meeting 6:00 p.m. City Hall Council  
Chambers
8. February 8, 2016 Regular Board Meeting 6:30 p.m. City Hall Council  
Chambers
9. February 22, 2016 Building and Grounds Committee Meeting 5:00 p.m.  
High School Library Conference Room
10. February 22, 2016 Policy Committee Meeting 6:00 p.m. High School  
Library Conference Room

B. Information Items (these are listed for reference, but will not be read off at meeting to expedite the agenda)

1. December 15th, 2015 Core Community Planning Committee Meeting with  
FEH 6-7pm, High School Library Conference Room.

2. December 28, 2015; Elections: Filing Incumbent Notice of Non-Candidacy Deadline 5:00 p.m.; District Office
3. January 12, 2016; Core Planning Committee Meeting #6; 6:00 p.m; High School Conference Room
4. January 20, 2016; Educating Hearts and Minds-95th WI State Education Conv; WI Center, Milwaukee
5. January 5, 2016; Elections: Deadline for Candidates to File Paper for election; 5:00 p.m.
6. February 16, 2016; Elections: Spring Primary Election (if needed)
7. February 25, 2016; Key Work of School Boards: Community Leadership; CESA 11, Turtle Lake
8. April 1, 2016; Elections: Deadline for Write-In
9. April 5, 2016; Elections: Spring Election
10. April 25, 2016; Elections: BOE Members Take Office

VIII. REPORTS AND DISCUSSION (action if appropriate)

A. Superintendent/Building Administrator's Report/Presentation

1. Community Connections and Celebrations
  - a) HS Skills USA had 2 teams who attended the December competition at West Salem High School, one in problem solving and one in culinary. The culinary team took second place.
  - b) Youth Hawkettes danced for the nursing home residents
  - c) Worked with the Courier to create letters to Santa
  - d) Donation from Bluff View to Hoffman Hall for the Turkey Trot and to Kevin Beach's family "Operation Beach"
  - e) Brent Seamans went and talked to Mrs. Bollum's business class on how to set-up a successful outdoors business (Alaska fishing)
  - f) Dr. Key visited the fifth grade science classes and shared information regarding the harmful effects of smoking. He did activities with the students relating to healthy lungs vs diseased lungs.
  - g) Sixth graders donated \$50 from their Outdoor Education t-shirt sales to Friends of Wyalusing State Park. Bruce Klang, who did a presentation for students at Outdoor Education i.e.; about conservation efforts and the demise of the passenger pigeon, will be accepting the donation from the class and a picture will be on the school Facebook page and in the Courier.
  - h) The 8th grade art students made the batiks for the Hospice fundraiser and made \$450 in their auction.
  - i) BAK and BV art students participated in the Fire Safety Poster Contest. The winners for the schools were kindergarten-Shae Mara, 1st grade-Alivia Landt, 2nd grade-Emily Luedtke, 4th Grade-Ava Forde, 5th Grade -Lacey Skime, 7th Grade-Hailey Ohlert, and 8th Grade-William Dick.

- j) A wonderful winter concert and a huge thank you to all staff who gave of their time to help, the parents who brought their children, Hardees for the great meal, and the music teachers for a job well done.
- k) A big thanks to the first responder/EMT staff at BAK who are always willing to help in the case of an emergency - they are truly hometown heroes.

2. Future Idea: Community Symposium on Early Learning

*Motion by Christine and second by Kyle to support and pursue the idea and to direct Drew and Laura to work on this; passes unanimously*

IX. OLD BUSINESS (action if appropriate)

A. Approval / Second Reading: Dates referenced in policy 985 which deals with Youth Options:

- 1. The proposed dates for Youth Options need to fit school board meeting schedule and fit the higher education registration cut-off dates.
- 2. Recommendation will be that the student applications must be in by September 6 (change from October 1) for second semester classes.
- 3. Recommendation will be that the student applications must be in by and January 31 (change from March 1) for fall classes in the next school year.
- 4. School board approval/notifications should change to October 1 (change from November 15) and March 1 (change from May 15).

*Motion by Duane and second by Devan to approve changes in policy 985; passed unanimous with all in favor.*

X. NEW BUSINESS (action if appropriate)

- A. Any items removed from Consent Agenda for further discussion
- B. Confirmation that the Hospital is terminating the front High School parking lot lease; the hospital has moved to their new Crossing Rivers facility and no longer needs to use the parking area

*Motion by Christine and second by Nick to approve end of lease; passed unanimous with all in favor.*

- C. Board approval to offer early voluntary Early Retirement: open early retirement window and offer the payment of an economic stipend; administrative recommendation is to offer the same one-time early retirement language as past few years which is based on a partial payout of unused sick days

*Motion by Christine and second by Kyle to approve the retirement window; passed unanimous with all in favor.*

- D. Discussion and Board consensus: possibility of not meeting for normal December 28, 2015 Building and Grounds Committee Meeting 5:00 p.m. and Policy Committee Meeting 6:00 p.m. or moving the date/time.

*Motion by Christine and second by Devan to cancel Policy and Buildings and Grounds for December, passed unanimous with all in favor.*

- E. Prairie du Chien Area School District enters into a standard agreement with Robert W. Baird & Co. Inc. for financial consulting services; sign an engagement form regarding the potential referendum. The engagement form is required under the MSRB rule so roles are clear. It can be terminated with a 30 day notice.

*Motion by Duane and second by Christine to table this until we have more information and to possibly pursue the bidding this out; passed unanimous with all in favor.*

- F. Prairie du Chien Area School District will sign a Scope of Engagement with Quarles & Brady LLP (main contact Allison M. Buchanan), on an hourly basis as needed, for Bond Counsel and consulting services regarding the potential referendum.

*Motion by Nick and second by Lynn to sign scope of engagement with Quarles and Brady; passed unanimous with all in favor.*

- G. Grants & Donations read into record and approved (if any)
1. Hats, gloves, scarves from Rotary Club.
  2. Winter clothing items from Erin Gilberts (Schauf).
  3. Joann Evans donated 13 sets of clothes and extra shirts for BAK students.
  4. Ron and Kathy Quamme - Clothing and financial donation for students in need at BAK
  5. Ashbacher Building Supplies \$500 students who are in need of winter items
  6. Walmart donated \$100 to Skills USA.
- H. Student Travel (if any)
1. Senior Class Overnight Trip
  2. Boys Basketball in Milwaukee
  3. Wrestling program will be at an out-of-town tournament

*Motion by Devan second by Kyle to approve overnight trip; passed unanimously*

- I. Committee Meeting Reports by Board members (action if appropriate)

1. Marketing Committee: Website, Community events, Open Enrollment, marketing plan
  2. Policy Committee
  3. Building & Grounds
  4. Finance
  5. Legislative Advocacy
- J. Parking Lot (FROM PAST MEETINGS-items that arise during the meeting that aren't on the agenda, but which may need follow-up)
1. Discussion on having a breakfast for legislative and local leaders/partners; add to Board work items.

#### XI. CLOSED SESSION

Be it resolved that the Prairie du Chien Board of Education moves to go into Closed Session in which may be convened pursuant to Statute 19.85 of Sub-Chapter of the Open Meetings Law exemptions: sub (1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; (e) Deliberating or conducting other specific public business whenever competitive or bargaining reasons require a closed session. Closed Session in which may be convened pursuant to Statute 19.85 of Sub-Chapter of the Open Meetings Law exemptions: sub (1) (a) and (1) (f) which allow a meeting to be closed to the public when a government body is going to deliberate concerning a case which was the subject of any judicial or quasi-judicial trial or hearing before that governmental body, or where the governmental body considers financial, medical, social, or personal histories or disciplinary data of specific persons, preliminary consideration or specific personnel problems or the investigation of charges against specific persons except where Section 19.85 (b) applies, which, if discussed in public would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data or involved in such problems or investigations.

- A. Individual staff member request for additional work hours
- B. Individual staff member request on extra summer pay
- C. Discussion on negotiations of possible future contracted services changes
- D. Administrator Evaluation

*Motion by Cassie and seconded by Devan to go into closed session. Passed unanimously by roll call with all in favor.*

YES: Nick Gilberts

YES: Cassie Hubanks

YES: Kyle Kozelka

YES: Lynn O'Kane

YES: Christine Panka

YES: Duane Rogers

YES: *Devan Toberman*

XII. RETURN TO OPEN SESSION

*Motioned by Kyle and seconded by Devan to return to open session at 9:58 p.m.; passed unanimously with all in favor.*

XIII. ACTION TAKEN, IF APPROPRIATE, AS A RESULT OF CLOSED SESSION (if any).

*Note that complaint procedure should be added to handbook*

XIV. ADJOURNMENT

*Motion by Cassie and seconded by Lynn to adjourn meeting at 9:59 p.m. Passed unanimously with all in favor. Meeting Adjourned.*



*President*