

SCHOOL DISTRICT OF OOSTBURG
REGULAR MONTHLY BOARD MEETING MINUTES
High School Conference Room
June 21, 2017

I. Meeting called to order at 6:00 p.m. by President Jim Swart.

- A. Pledge of Allegiance.
- B. Roll Call. Board members present: Jim Swart, Eric Hartman, Wendy Den Boer, Terry Lemkuil, Mari Kretz, Deb Harmeling and Jack Stokdyk. Board members absent: None. Administrators present: Kevin Bruggink, Bryce DeRoos, Scott Greupink, Sherri Stengel, and Aaron White. Administrators absent: Kris De Bruine. Others: Peter Scheppmann, Chris Burr, Sheri Hafeman, Mike DuMez, Amy Antes and community members.
- C. Proper posting of agenda was certified by Kevin Bruggink.
- D. Hartman made a motion, supported by Stokdyk, to approve the agenda. Motion carried; unanimous.

II. Public Letters / Comments –

- A. Mike DuMez presented updated information on his proposal for special parking near the football/track facility
- B. Amy Antes and Madelyn Hendrikse presented an update on the recently completed disc golf course which was fully planned, implemented and funded by Key Club members and donations. They are excited to share that the course is ready for play with final details scheduled for completion next fall.
- C. Sheri Hafeman and Chris Burr both shared their appreciation to the district and school board for the opportunity to work in the district.

III. School Board President / Administrators Reports

- A. Board President – No report.
- B. Superintendent – Kevin Bruggink reported on recent SAIL Academy learning along with updates related to the building project and staffing recommendations.
- C. High School Principal – Scott Greupink reported on recommendations for both Yearbook and school store advisors as well as providing a preview of recommendations related to weighted grade policy adjustments.
- D. Middle School Principal – Sherri Stengel updated the board on recent interviews and hiring recommendations related to math interventions and MS choir.
- E. Elementary School Principal – Aaron White provided an overview of summer school progress to date and thanked Kristin Stapel for her work in coordinating this program. He also updated the board on several positions under consideration for approval on the agenda.
- F. Director of Special Education – Bryce DeRoos provided an update on our successful application for the PATH grant through The United Way along with providing an overview of hiring recommendations. Written report was provided.
- G. Director of Finance/Personnel – Written report was provided.
- H. Building and Grounds Coordinator – Peter Scheppmann provided an update on the OES building project as well as the maintenance and custodial summer projects. Written report was provided.
- I. Technology Coordinator – Written report was provided.

IV. Consent Agenda Items – Lemkuil made a motion, supported by Harmeling, to approve all consent agenda items. Motion carried; unanimous.

- A. Approved the minutes of the following school board meetings:
 - 1. Annual Reorganization Meeting of May 17, 2017
 - 2. Monthly board meeting of May 17, 2017
- B. Personnel
 - 1. Approved the resignation of Kevin Veldhorst as high school assistant track coach
 - 2. Approved the resignation of Jill Ladwig as part-time elementary school JK teacher
 - 3. Approved the hiring of Jodi Hilbelink as high school special education teacher
 - 4. Approved the hiring of Kris De Bruine as 50% high school student council advisor
 - 5. Approved the hiring of Jodi Hilbelink as 50% high school student council advisor
 - 6. Approved the hiring of Todd Fischer as high school yearbook advisor
 - 7. Approved the hiring of Siera Ramirez as 50% middle school choral teacher
 - 8. Approved the hiring of Jacalyn Hickmann as middle school math interventionist and enrichment teacher
 - 9. Approved the hiring of Jodi Daane as part-time middle school athletic director administrative assistant
 - 10. Approved the hiring of Shannon Van Ess as part-time elementary school administrative assistant
 - 11. Approved the hiring of Rachel Wensink as Kindergarten/ELL teacher
- C. Finance
 - 1. Approved May Expenditures of \$1,327,788.35
 - 2. Approved May Receipts of \$69,237.44
 - 3. Approved May computer check numbers 10011728 - 10011787, wire numbers 201600156 and 201600160 - 201600174, and ACH numbers 161700469 – 161700535.

- V. Action Items
- A. Motion by Kretz, supported by Harmeling, to approve volunteer assignments for April – August interim athletic directors. Motion carried; unanimous.
 - B. Motion by DenBoer, supported by Kretz, to approve 66.030 agreement with Cedar Grove for shared Director of Finance/Personnel. Motion carried; unanimous.
 - C. Motion by Lemkuil, supported by Hartman, to approve 66.030 agreement with Cedar Grove for shared Physical Therapist. Motion carried; unanimous.
 - D. Motion by Hartman, supported by Stokdyk, to approve addition of middle school Forensics to the extra-curricular schedule. Motion carried; 6-1 with Terry Lemkuil dissenting.
 - E. Motion by Harmeling, supported by DenBoer, to approve tentative agreement with the Oostburg Education Association (OEA) regarding base wage negotiations. Motion carried; unanimous.
 - F. Motion by Harmeling, supported by DenBoer, to approve support staff compensation for 2017-18. Motion carried; unanimous. Hartman and Swart recused themselves from the vote.
- V. Topics for Discussion
- A. Legislative Committee Report – Mr. Bruggink provided an update on the current status of the state budget as it relates to K-12 education.
 - B. Finance Committee Report – No report.
 - C. Buildings and Grounds Committee Report – No report.
 - D. Transportation Committee Report – No report.
 - E. Negotiations Committee Report – No report.
 - F. Policy Committee –
 - a. 1st read on the following board policies: 6152 and 8500
 - G. OCEF Report – Mr. Lemkuil referenced sponsorship recruitment efforts for the fall raffle.
 - H. Long Range Planning Committee Report – No report.
- VI. DenBoer made a motion, supported by Lemkuil, to adjourn to closed session to discuss negotiations with administrative staff pursuant to Wis. Stats. §19.85(1)(c). Motion carried; unanimous (individual voice vote). Closed session began at 7:40 pm.
- VII. Lemkuil made a motion, supported by Stokdyk, to reconvene into open session at 8:55 pm. Motion carried; unanimous (individual voice vote).
- Stokdyk made a motion, supported by Lemkuil, to approve administrative contracts per board recommendations with average increase of 2.4% for 2017-18. Motion carried; unanimous.
- VIII. Future Board Meeting Dates: Regular Board Meeting – July 19, 2017, in the HS Conference Room
- IX. Lemkuil made a motion, supported by Harmeling, to adjourn meeting. Motion carried; unanimous. Meeting ended at 8:56 pm.

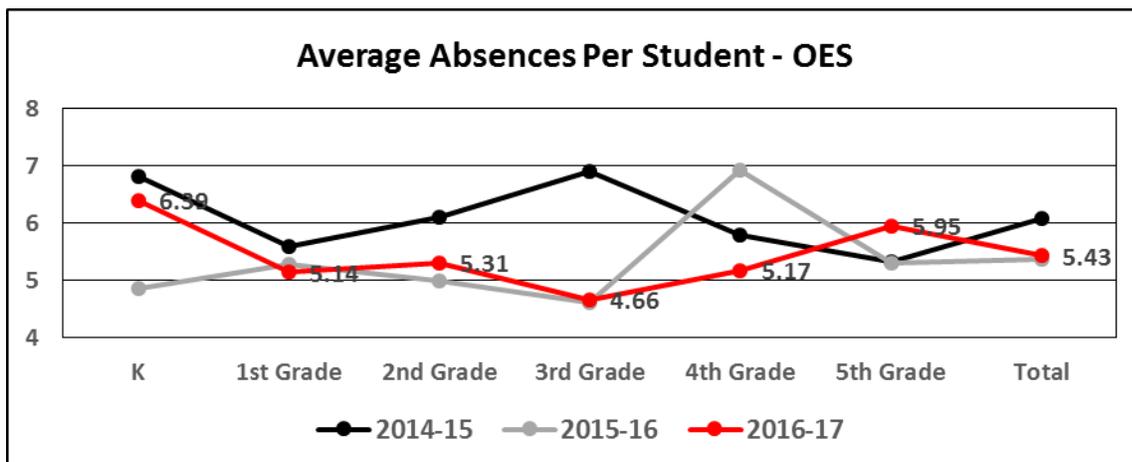
Respectfully submitted by Wendy DenBoer, Clerk

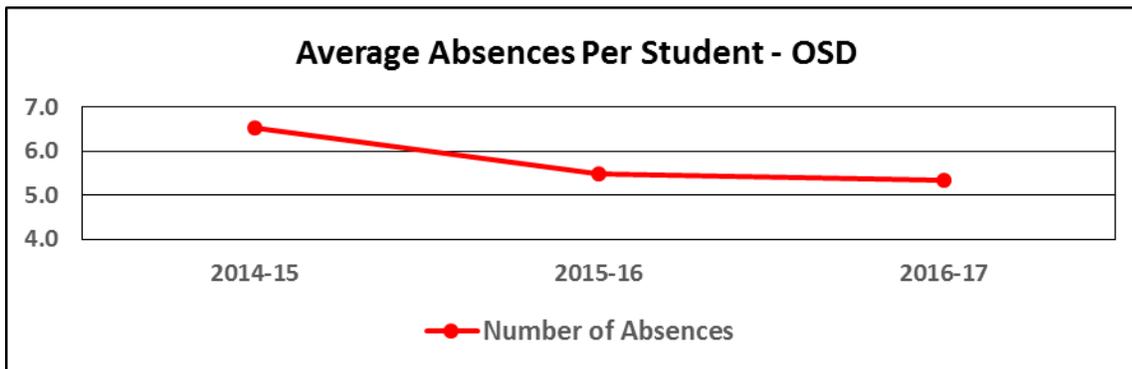
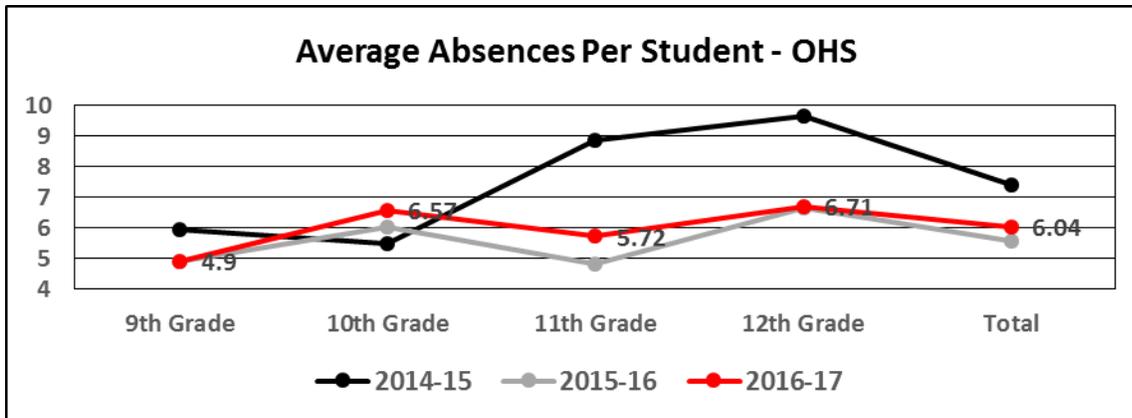
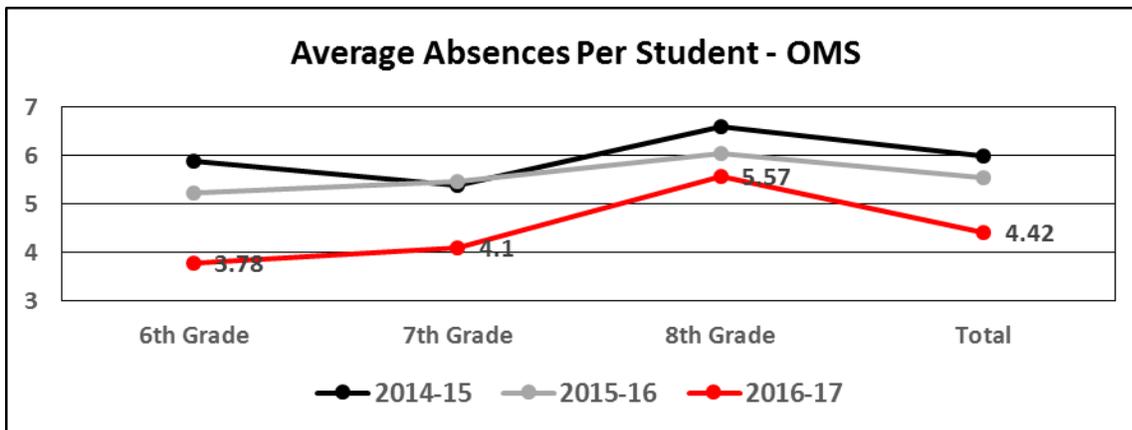
NO PERSON MAY BE DENIED ADMISSION TO ANY PUBLIC SCHOOL IN THE DISTRICT OR BE DENIED PARTICIPATION IN, BE DENIED THE BENEFITS OF, OR BE DISCRIMINATED AGAINST IN ANY CURRICULAR, CO-CURRICULAR, STUDENT SERVICES, RECREATIONAL OR OTHER PROGRAM OR ACTIVITY BECAUSE OF THE PERSON'S SEX, RACE, COLOR, NATIONAL ORIGIN, ANCESTRY, CREED, RELIGION, PREGNANCY, MARITAL OR PARENTAL STATUS, SEXUAL ORIENTATION, HANDICAP OR PHYSICAL, MENTAL, EMOTIONAL OR LEARNING DISABILITY IN THE EDUCATIONAL PROGRAMS OR ACTIVITIES OPERATED BY THE SCHOOL DISTRICT OF OOSTBURG.

Board Update

To: Board Members and Administration
From: Bryce DeRoos
Date: June 16, 2017
Re: Monthly Update

- A couple of weeks ago I mentioned that we had submitted a proposal to the United Way for the PATH program (Providing Access to Healing). On Monday, June 12, we received an email indicating that our proposal had been accepted and that we had been chosen to receive one day per week of counseling services through Lutheran Social Services. This is a tremendous opportunity for us to try and reach our students who have needs that are beyond the educational focus of our counselors and school psychologist. I contacted the United Way after we received the email and they said that Lutheran Social Services will be contacting us in July to set up an introductory meeting to talk about our areas of need. Random Lake has had the PATH program this past year and I'm also going to be reaching out to them to see what we can do to help make it an easy transition. We have a lot to figure out regarding process or procedures, but this is definitely an exciting opportunity for us as we continue to look for ways to meet the needs of our students and mental health is one area that is often difficult to address from a school standpoint.
- Over the past few years, the student services department has put a focus on encouraging students to be in school as much as possible. We continue to point to increasing research that consistently highlights the importance of attendance and the impact that it has on academic achievement, social development, and school engagement. We have placed an emphasis on school engagement as we see that as a path towards increased success in post-secondary plans. Below are a few line charts related to attendance at the elementary, middle, and high schools. The elementary school has made the smallest growth in reducing absences, the high school has made the next highest growth, and the middle school has made the most visible growth in reducing absentee rates. Overall, all three schools have made significant progress in attendance the past three years.





- At first glance, these line charts may not look significant, however, upon closer examination, we see that two years ago, a high school senior was missing, on average, nearly 10 days per school year (not including school-related absences). This number has been reduced by nearly three full days of additional attendance. The average 6th grader is now attending school two more days than a couple of years ago. In addition, the average middle school student is attending 1.5 days more than two years ago. These are all trends in the right direction and we hope that we can continue having students attend as much as possible.
- Aaron, Sherri, and I have set up a time to meet in late June to talk about our co-teaching plans for the coming school year. We have communicated to Beth VandeHey (CESA #7) about our thoughts and she is going to get us a rough draft of a plan for the entire school year. Since we are wanting to expand our co-teaching approach to more classes we knew we needed an intentional plan for implementation. We are all excited about these various possibilities because they are not just a special education or regular education approach, but rather a comprehensive best practices approach that we are aiming for.

Board Update

Oostburg School District: Finance

To: School Board Members, Administrators

From: Kris De Bruine

Date: 6/9/2017

Cash Position:

	Current Year 5-31-17		Prior Year	
	Balance	Interest Rate	Balance	
OSB Checking	\$1,432,945.55	0.35%	\$119,802.40	0.35%
OSB Dental Acct	\$44,938.58	0.15%	\$36,266.45	0.10%
OSB Money Market	\$841,049.51	0.60%	\$1,253,739.50	0.50%
OSB Bond Acct	\$137,318.14	0.58%	\$150,297.75	0.50%
LGIP Savings	\$22.99	0.71%	\$22.87	0.33%
OSB – VANCO acct	\$14,840.53	0.00%	\$6,645.08	0.00%
OSB – On-Line Store	\$0.00	0.00%	\$0.00	0.00%
OBS – Capital Imp	\$805,312.60	0.60%	\$306,314.46	0.50%
Paypal Cash	\$856.83	0.00%	\$803.52	0.00%
TOTAL CASH	\$3,277,284.73		\$1,878,469.46	
Fund Balance (10/27)	\$		\$2,588,521.78	

- An updated (through May) report is attached as a separate document in addition to the monthly cash flow reports. Please let me know of any questions or concerns.

DPI Update:

- The Transportation Report is due June 30th. Kami has received all of the information from Otte Bus, and will be working on it soon.
- The School Calendar report is also due at the end of June, so Kami and I will be working on that as well.

Finance Update:

- The detailed budget has been prepared and Kevin and I have reviewed it in detail. We will take some time to go through it with the Admin team as well as Pete and Lucas to make sure we have everything covered. The budget includes the additional \$200 per pupil in categorical aid as recommended by the Governor. There has been a lot of discussion and a few proposals for the next state budget by the Senate and the Assembly, but any changes look right now like they will be additional revenue, not reduced revenue so our current budget status looks to be accurate or maybe even conservative.

Other:

- **Insurance update** - Again this year I need to send a HUGE THANK YOU to Kami Van Ess. She has been great with the insurance open enrollment again this year.
- I met with Kevin Miller, our EMC liability and worker's compensation carrier rep. Our rates are remarkably consistent from prior year. Last year we saw a large increase in Worker Comp coverage do to some significant claims. Because of an additional large claim this current year, I anticipate it will be quite a while before that premium comes back down.

- We hosted the WEA Member benefit reps at school to meet with each employee regarding the \$750 non-elective employer contribution to their 403(b). We only had five employees choose not to meet with the rep. Their deposits have still been made; however, WEA picks their investment options for them and they don't have a beneficiary chosen at this time. We continue to work with WEA to have them call each of those employees to get their forms complete.

Board Update

To: Members of the Oostburg School District Board
CC: Kevin Bruggink, Scott Greupink, Aaron White, Sherri Stengel, Peter Scheppmann, Kris De Bruine, Bryce DeRoos
From: Lucas Allen
Date: 6/16/2017
Re: School District of Oostburg - Monthly Technology Report

Infrastructure

- I've continued working through adjustments and levels on our firewall to try and get it just right and running smoothly.
- Our 2008 camera system failed and I had to move those cameras to our new system. We will need to at least increase the capacity of the new system to handle the unexpected early addition of those cameras. Ideally we will buy new cameras (better all around) and also lay the foundation for door access in our middle and high schools as well.

Summer Projects

- We have all the equipment on site for our wired infrastructure replacement. When the electrician is done pulling the fiber between our buildings I will work with our vendor to design the best network for our needs and utilize all the features of the new gear. The new elementary alone added 219 additional data drops (outlets).
- We will be upgrading computers in the business lab and drafting labs. As great as Chromebooks are, they cannot natively run CAD or Adobe applications because they require a much more powerful platform.
- We will be inventorying and planning our Chromebook 3-12 program. Students will keep their devices from the previous year in the same building. In August, we will be ordering the remainder of devices to round out the program and provide full 1:1 for grades 3 and up. This is just a lot of logistics and planning and getting the numbers as close as we can plus a few extra for students to check out if their device is out for repair or they forget. Grades 9-12 will also be a take-home model so students will be required to have their issued device at school and charged every day. They may opt to bring their own device but the Chromebook still must be available for use.

Board Update

Oostburg School District: Buildings and Grounds

Buildings and Grounds
Board Update: June, 2017
To: Board of Education
From Peter Scheppmann
Date: 6-15-2017

- The middle school roofing project is in full swing, and is moving well. Precision Roofing is the contractor performing the work and they are about halfway through the project. Weather permitting, the goal is to complete the job by the end of June and have it invoiced to the school district in the 16-17 fiscal school year period.
- As part of the school district construction project, we accepted an alternate bid to replace classroom carpeting in the existing classrooms of the 1998 section of the elementary school. The carpeting is going on 20 years old and has many spills and stains. All the classroom furniture was cleared out of 6 rooms so that on Monday this week the flooring crew could start the removal process and then install new carpet squares, the same as our new addition. There are two phases in the replacement of carpeting, once the first session of summer school is completed the second phase of carpeting will begin on June 26th.
- Another part of the school district construction project was an alternate bid to remove the elementary school gym's existing metal halide lighting fixtures and install new Lithonia LED lighting fixtures. This project was started on Monday, June 12th.
- Continuing on with construction projects, Lee Voskuil of Jos. Schmitt & Son's has moved into the 1998 section of the elementary building and as per Bray Architects plan, started demoing out 2 classrooms across from the library to create three special education rooms along with demoing out the main office space and rebuilding it into a new secure entrance area for the school. Both of these projects are on a fast track schedule to be completed before September 1st for the start of school.
- The demo of the 1957 wing of the elementary school building is complete and back filled. Spielvogel Excavating is now excavating for Jos. Schmitt & Son's to install footings and foundation walls for the second phase of the construction project.
- The custodial department has started their summer clean of the elementary, middle and high school buildings, again with the assistance of summer part time student workers. This is always a great opportunity to get to know the students better and provides many life lessons for them to learn about holding a job.

- The first week of official summer break also brought the beginning of summer use of the buildings.

1. Drivers education 1 st session	65 student
2. Girls basketball clinic	70 kids
3. Summer fitness	35 students
4. Dutch Bunch	30 to 40 kids
5. Summer school	80 students
6. Boys basketball league	4:30 to 10:00 pm

In addition, this Saturday will be a girls' basketball tournament hosted by Oostburg 7:00 am to 9:00pm and next Saturday a boys' basketball tournament in all the gyms from 8:00am to 7:00pm.

- In the high school building we have scheduled two subcontractors to abate another section of above the ceiling grid asbestos wrapped water pipes so that the replacement of broken water shut off valves can take place.
- Mark TeGrotenhuis is in the process of repainting the temporary serving kitchen in the elementary school and two classrooms in the high school building.
- Next week Tuesday Scott Amacher from CESA 10 will once again conduct our annual safety training for all buildings and grounds employees both full and part time.