

BOARD MEETING AGENDA  
REGULAR BOARD MEETING  
HIGH SCHOOL CONFERENCE ROOM  
[www.oostburg.k12.wi.us](http://www.oostburg.k12.wi.us)

October 18, 2017, immediately following the Annual Meeting

MISSION STATEMENT: "The mission of the School District of Oostburg is to prepare students to be positive contributors to our society and the world."

REGULAR BOARD MEETING AGENDA

- I. Call meeting to order
  - A. Pledge
  - B. Roll Call
  - C. Certify posting
  - D. Approve Agenda
  
- II. Public letters / comments: Members of the public wishing to address the board on any topic are requested to complete a public input form prior to the beginning of the meeting.
  - A. Presentation by Al Ward of World Classroom regarding potential future middle school class trip to Washington DC
  
- III. School Board President / Admin Team Reports
  - A. Board President
  - B. Superintendent
  - C. High School Principal
  - D. Middle School Principal
  - E. Elementary School Principal
  - F. Director of Special Education
  - G. Director of Finance/Personnel
  - H. Buildings and Grounds Coordinator
  - I. Technology Coordinator
  
- IV. Approval of Consent Agenda Items – Recommend approval of consent items below:
  - A. Minutes of the following school board meetings:
    1. Monthly board meeting of September 20, 2017
  - B. Personnel
    1. Approval of 50% mentor Extra Curricular Volunteer Assignment (Ramirez) to Amy Antes
    2. Approval of the resignation of Justin Wilterdink as middle school boys basketball coach
    3. Approval of the resignation of Kris De Bruine as middle school boys basketball coach
    4. Approval of the hiring of Jordan Van Ess as 8<sup>th</sup> grade boys basketball coach
    5. Approval of the hiring of Brandon Woepse as high school assistant JV football coach
  - C. Finance
    1. Approval of September Expenditures of \$1,932,505.22
    2. Approval of September Receipts of \$863,458.29
    3. Approval of September computer check numbers 10011970 - 10012033, wire numbers 201700030 - 201700044, ACH numbers 171800070 – 171800136, and high school athletic checks 23425 - 23449
  
- V. Action Items
  - A. Consider approval of 2017-18 budget
  - B. Consider approval of alternative open enrollment into and out of the district for 2017-18
  - C. Certify the tax levy
  
- VI. Topics for Discussion
  - A. Legislative Report
  - B. Finance Committee Report
  - C. Buildings & Grounds Report
  - D. Transportation Committee Report
  - E. Negotiations Committee Report
  - F. Policy Committee Report
    - a. 2<sup>nd</sup> read on the following board policies: 0100, 0131.1, 0144.1, 0164.2, 0166, 1630.01, 2260, 2261.01, 2370, 2411, 2430, 2431, 3120.01, 3122.01, 3430.01, 4122.01, 4430.01, 5111, 5130, 5136, 5136.01, 5310.01, 5330, 5421, 5517, 5540, 5610, 5771, 5830, 6605, 6800, 7530.02,

7540.03, 7540.04, 7540.06, 7540.07, 8146, 8300, 8305, 8310, 8320, 8320.01, 8330, 8350, 8452,  
8510, 8605, 8640, 8770, 8800, 9700

G. OCEF Report

H. Long Range Planning Committee

VII. Adjourn to Closed Session per state statutes 19.85(1)(c) and (f)

A. Consideration of specific personnel issue

VIII. Future Board Meeting Dates: Regular Board Meeting – November 15, 2017, in the HS Conference Room

IX. Adjourn

Wendy DenBoer, Clerk

IT IS THE POLICY OF THE SCHOOL DISTRICT OF OOSTBURG TO COMPLY WITH REQUIREMENTS OF THE AMERICANS WITH DISABILITIES ACT. IF YOU HAVE A DISABILITY COVERED UNDER THE ACT, AND REQUIRE AN ACCOMODATION TO ATTEND OR PARTICIPATE IN THIS MEETING, PLEASE CONTACT THE DISTRICT OFFICE AT 920-564-2346.

THIS MEETING IS A MEETING OF THE BOARD OF EDUCATION IN PUBLIC FOR THE PURPOSE OF CONDUCTING THE SCHOOL DISTRICT'S BUSINESS AND IS NOT TO BE CONSIDERED A PUBLIC COMMUNITY MEETING. THERE IS A TIME FOR PUBLIC PARTICIPATION DURING THE MEETING AS INDICATED IN THE AGENDA.

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

## Oostburg School District

To: Board Members

From: Kevin Bruggink

Date: October 12, 2017

Re: District Update

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- Special thanks to Kris DeBruine and Kami VanEss for their work in preparing requirements associated with our annual meeting. Booklets are available in the district office and all publication requirements will be met by October 18<sup>th</sup>. We do not receive our state aid certification or voucher costs until October 15<sup>th</sup> but are required to post budget information well in advance of that date. Based on our estimates we are proposing a 0% local levy increase plus any additional voucher related costs. It is important for our community stakeholders to know that voucher costs are paid directly from public school local levy tax dollars. Last year our voucher assessment had an approximate 1.5% local levy increase at just under \$75,000. The recently approved state budget increased the voucher income limits from 185% to 220% of the poverty level. That change has the potential to impact our local tax levy by up to 5%. It is also important to note that we are not aware of any former students who left our district upon receiving a voucher. In other words, the vouchers went to students who had never been enrolled in our district so our enrollment did not decrease. This information is not presented to take a position on vouchers, but to add transparency to the reality that our local tax dollars directly fund the voucher program and are reflected in a local levy amount that is attributed to the public school.
  - As you are aware, Governor Walker vetoed the low spending district revenue limit increase which was overwhelmingly approved by the Senate and Assembly. We appreciate that both Senator LeMahieu and Representative Katsma were strongly in favor of revenue adjustments for low spending school districts. Oostburg currently has a revenue limit in the bottom 5% of the state with nearby districts having access to twice our per student revenue. In an environment that has become very competitive for teaching staff, students, and achievement measures, it becomes increasingly difficult for low spending districts like Oostburg to offset funding disparities between districts. Sheboygan and Kohler, for example, have access to over \$1000 more per student than Oostburg while some state districts have close to \$10,000 more available revenue per student. Our total cost per pupil is currently 11% below the state average and lower than any of our area comparables. Our local levy increase since 2008-2009 has averaged below .5% annually and also places us at the bottom of area comparables. Governor Walker's budget provided the same per student increase to every school in the state with no recognition that some of those districts already spend more than twice per student what is spent by Oostburg and other frugal districts. The governor's rationale for vetoing revenue for low-spending districts was grounded in the need for local voters to decide those increases. This creates frustration as there is a clear double standard present in that rationale when approval for voucher increases are granted without similar voter approval.
  - In addition to the financial summary provided above, my annual Superintendent's report will show that Oostburg schools are excelling in spite of the financial disparity created by

our current school funding system. We have seen a tremendous increase in open enrollment interest in our district. Our ACT-based district goals have us in the top 10% in the state for ACT composite and second in our area behind only Kohler. We believe our return on investment clearly reflects the quality of our staff and their impact on student achievement.

- We have strong concerns around another budget provision called “early college.” Our board is aware of district efforts to work with our legislators with regard to the course options program. This program required public school districts to pay for college tuition for high school students who enrolled in college courses. With the cooperation of Senator LeMahieu and Representative Katsma we were able to get changes in course options which limited our financial risk. Course options has now been eliminated but unfortunately replaced by an early college program which expands student opportunities to take college classes while in high school. Although we actively support students taking college course work while in high school, we do not believe those courses should be paid for through our budget. I have this topic on the agenda for our monthly legislative meeting as this budget provision creates another unfunded mandate with significant financial implications for our district.
- We would like to bring the 2018-19 calendar for your approval during our November board meeting. The current calendar draft is constructed in a similar manner to the 2017-18 calendar with traditional Christmas and Spring breaks and a start date on September 4<sup>th</sup>. The calendar is also built with our early release and inservice dates scheduled every other week through the school year. This schedule allows our vertical teams to meet two times per month as they work collaboratively on curriculum development and implementation. We believe this vertical work has been the key driver to our strong student achievement. Some staff members have inquired about calendar adjustments which I will share with our board during our October meeting. Specifically, we are considering nonstudent days on the Wednesday prior to Thanksgiving, January 2<sup>nd</sup> and possibly a Friday in late February. These adjustments would bring our last day of school into the week of June 10<sup>th</sup>, which is the second week in June. That second week has traditionally been our last week. Without the changes we would have the potential to complete our year in the first week in June.

# Board Update

## Oostburg High School

To: Board Members and Administration  
From: Scott Greupink  
Date: October 12, 2017  
Re: Monthly Updates—October

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To a significant degree, this update is a duplication of my blog to parents this week. I assume that most of you have no reason to read that blog, so I wanted to provide you a description of the mentoring program we are putting in place. We are collectively pretty excited about what we can accomplish with this program.

Yesterday afternoon, during our early release staff development time, we completed our "draft" where each teacher selected 5-6 freshmen or sophomores that they will mentor for the next few years in terms of their Academic Career Plans. Our goal in mentoring students in very small groups is to do everything we can to ensure all students graduate from OHS college and career ready--with a detailed plan for to move toward their career dreams. We are investing a lot of time and energy in helping students plan their pathways to the careers of their choice, because selfishly, we feel when students are focused on their futures, they will be naturally more focused and motivated in high school classes because they see clearly that they are preparing for those careers right now while at OHS. (And it is our job to help them see that connection.) We feel that with teacher mentors guiding students individually in the career planning process, and being able to select each student personally because of some meaningful connections that make them feel like they will have considerable influence on each student, that these mentor relationships really have the potential to make sure every student's career plans are carefully and completely considered. If these mentors can partner with each student's parents in this process, the career plans will certainly have even more impact on student's futures.

I want to share a few thoughts from the book, [Dream Differently](#), by Dr. Vince Bertram, that will be the focus of some of our first meetings with students.

"Follow your dreams" is a nice sentiment, but it does you a great disservice because it fails to challenge you to examine your dreams and develop a plan for achieving them."

..."This means taking your dreams out of the clouds and holding them up to the harsh light of day--doing a little introspection. Don't just hold your dreams close to your heart. Investigate them; try to understand them. Be able to answer the question, "Why do I want to do this?"

..."We all prefer our dreams to remain in this unchallenged state. But an unexamined dream is a dream that will never become reality. ...Most people never have the courage to take their dreams out of the sky and subject them to rational analysis. Why? Because once your dream becomes a plan, they you're in danger of failing. ...The fear of failure keeps our dreams in our heads, locked away, where they remain pristine and unspoiled. They also remain unrealized. If you want to achieve your dreams, you have to examine them, put them to the test, and have a plan for making them a reality."

Our simple goal with our student's Academic Career Plans, our Student Led Conferences with parents to discuss career plans and pathways, and now this new teacher mentoring approach with very small groups of students, is to help every student find a dream for the future and then convert that dream into a detailed plan. We will certainly need to partner with parents to do this important work well, and if we can help students develop real and personal plans, we are convinced that all of our students will come to see that their work and growth in high school is a critical aspect in executing their plan.

We plan to have an introductory meeting with our five or six students on Monday, October 23<sup>rd</sup>, and then we will have a second meeting right after the first quarter grades are complete to do a report card review in the context of each student's goals. I'm sure you can imagine that there will be some challenging conversations that will have to take place between students and mentors. These will be most common when there is a real disconnect between the students dreams and plans for the future, and their current level of motivation or performance. We are going to have to confront the fact that if their actions do not demonstrate that they are executing their plan for the future now, while in high school, the something has to change, either their approach or career choice. It is pretty clear that mentoring students to view their high school years, and their high school classes, as a vital part of preparing for the future is best done in the context of a relationship where the student knows their mentor is a teacher who cares about them, their plans, and is genuinely invested in their success. Ultimately, that is what we hope to accomplish one student at a time in mentoring a handful of students each.

# Board Update

## Oostburg Middle School

**To:** Board of Education

**From:** Sherri Stengel

**CC:** Kris DeBruine, Scott Greupink, Kevin Bruggink, Aaron White, Bryce DeRoos

**Date:** 10/12/17

**Re:** Oostburg Middle School Principal Report

- **Meetings with Staff**-It's been a busy couple of weeks as staff members have done baseline testing for the year and have set their individual or team based Student Learning Objectives (SLO) and corresponding Professional Practice Goals (PPG) for the school year. In these meetings, teachers reflect upon student results and what or where they need to grow professionally to grow their students to meet their SLO goals for them by the end of the school year. It's a time to regroup ourselves in why we are here and set intentional strategies going forward on how we are going to work together to meet those goals.

During early release this week, we also met as a staff to discuss two critical areas of focus for the year. One area is around the essential standards/essential learnings that vertical teams developed this summer. These have to come alive in our classrooms on a daily basis as teams as they were deemed critical to making students college and career ready. Our meeting focused on goals related to this area and potential discussion questions I may be asking as follow ups to visits I have in classrooms. The other part of the meeting focused on the teacher effectiveness rubric for those staff on formal rotation this school year. We discussed each standard on the rubric and different "look fors" in the areas of distinguished and effective performance as they relate to our school and district wide goals.

- **Mentoring**-Although on a significantly smaller scale than OHS, Keri Kimble, OMS' school counselor, is starting a mentoring program with 7th grade as part of her SLO for the school year. She surveyed 7th grade students and talked with staff to come up with a list of students that are not feeling connected to school and the school community. Our goal in this process is to pair these at-risk students with an adult from the building that they meet with on a weekly basis. Contact and communication with parents will happen at least monthly.
- **Consideration of Washington D.C. Trip**: Mr. Kloeping and I have been in discussions with World Classrooms on and off over the course of the past several months. This is a company that coordinates trips for middle schools to Washington D.C. across the midwest and some other surrounding states. There are many different companies that do these trips, but we've found our interactions with Al Ward, the Chief Education Officer at World Classrooms to be realistic in terms of timelines, communication with staff, the board and families, and overall, isn't pushy like some of the other companies that have reached out to us in the past. Before we get too far along in our dealings with Mr. Ward and consider potentially offering a trip like this for OMS students in the future, I wanted to see if this would be something that the board would support. He plans on doing a short presentation to the board on Wednesday night.

# Board Update

## Oostburg Elementary School

To: Board Members and Administration

From: Aaron White

Date: October 12, 2017

Re: Board Update

- During the past week, Kristin Stapel and I had the chance to meet with teachers for our regrouping meetings. These meetings occur during our early release weeks and offer a chance for teachers to meet as a collaborative team and give progress updates on students that are receiving interventions. The focus of these meetings has been around the instructional strategies that are working for students, and the collective knowledge of the team helps to problem solve around student issues that we are currently working through. Our regrouping meeting process has focused on students that need support in reading, and our attention is turning more to math. At the lower grades, Jill Davies and I have met to discuss methods of supporting teachers and students, so that they can be successful now and equipped for the upper grades. At the upper grades, we have held conversations around what areas to intervene around and the best methods for monitoring progress and delivering interventions. One of our next steps is to pilot an online program called Matific. This program is being funded by our PTO, in place of Raz Kids in grades 4 and 5. The connection between Matific and our current resource, GoMath, and essential learnings has potential.
- Over the course of the last two weeks, I have been meeting with all the teachers that are 'on rotation' this for their summative evaluation. These meetings have opened communication about the evaluation process, provided a preview of SLO and PPG work, and centered on our district's work around essential learning standards. During each conversation, teachers touched up the work of their vertical and grade level team around targeting essential learnings and how these have impacted their planning and instruction. I am excited for the way that these discussions have gone and will continue to anchor my work with teachers around the big rocks and essential learnings that vertical teams have discovered or are working to create.
- It is hard to believe, but our first quarter only has about one month remaining. The elementary will be hosting conferences on Tuesday, November 14th and Monday, November 20th, partly to mirror the dates at the middle school. Our two upper grades (4th and 5th) will be trying something new this year with families in order to allow parents to speak to multiple teachers, since they rotate for math, science, and social studies. As we look forward, I will be continuing to discuss with staff how to meet the needs of our parents, so that they are able to communicate with all necessary staff regarding student progress.
- Construction continues to move forward, with most of the new addition being framed up and almost enclosed. I recently worked with Kevin and Lee to make an adjustment to our front entrance, which will be altered to allow for the new parking lot to be poured and completed. This change will have minimal impact on our morning parent drop-off, but students that walk to OES may need to use alternate sidewalks on 7th (west side of the street versus east side) and New York Ave (south side versus north side).

# Board Update

## Oostburg School District: Special Education/Pupil Services

**To:** Board Members and Administration  
**From:** Bryce DeRoos  
**Date:** October 12, 2017  
**Re:** Monthly Update

- I had shared previously that we had been awarded the PATH Program grant that placed a licensed community counselor in one of our schools (elementary, middle, or high school) for one day per week for the 2017-18 school year. The counseling agency that PATH had been using was Lutheran Social Services, however, this was recently changed to Ozaukee Community Therapies. I met with the owner (Erin Perez) a couple of weeks ago and I met with one of the counselors that will be working in our elementary and middle schools just yesterday. In talking with Erin, she understood our desire to have a counselor in both the elementary and middle schools. She proposed that she send two counselors to our district with one working primarily in the middle school and one primarily in the elementary school. This was completely unexpected and just another example of how Erin and her agency have worked really hard to develop a strong working relationship with the districts around this area.
- Last week Wednesday, we hosted the Sheboygan County Early Childhood Network meeting in our High School Innovation room. Angela Ring, Sheenah Swoverland, Beth Rauwerdink, and I attended from our district. This was a time to review a number of updates regarding the servicing of students ages 3-5, ask questions to the CESA #7 representative, and discuss and collaborate around individual SLO goals for early childhood teachers. Most districts have encouraged early childhood teachers to focus on pre-academic skill goals (letter identification, letter-sound correspondence, concept knowledge, etc.). However, our staff have identified social emotional goals as the most important for children ages 3-5. This is a striking difference, but one that we believe leads to better outcomes for our students in later years. Our early childhood staff are appreciative of the flexibility in working towards these types of goals for young children. As a result of this focus, our students will be able to better navigate school and classroom expectations as well as peer relationships.
- Sherri mentioned in her update about the work of Keri Kimble and the staff at the middle school that volunteered to be mentors to 7th grade students. The focus is on engagement and connectedness to the school and the significant amount of research behind the academic and social-emotional benefits of feeling connected to teachers and the school in general. I wanted to also highlight that Ashley Holzer is also going to be utilizing her SLO in a way that focuses on the engagement of elementary students. So often, teachers will comment that they knew from an early age that a particular student never seemed to feel a part of the school and hopefully, Ashley's and Keri's approach will help mitigate that deficit.
- A couple of weeks ago, I attended a 4-day training in non-violent crisis intervention training and yesterday I started the first of several staff trainings. The first training was with Trevor Stultz and Ashley TeBeest as they were identified as those who might need the training as soon as possible. I am happy to share that no teacher was hurt or harmed during the certification training.

# Board Update

## Oostburg School District: Finance

To: School Board Members, Administrators

From: Kris De Bruine

Date: 10/17/2017

### Cash Position:

	Current Year 9-30-17		Prior Year	
	Balance	Interest Rate	Balance	
OSB Checking	\$27,481.26	0.35%	\$193,873.05	0.35%
OSB Dental Acct	\$44,570.06	0.15%	\$35,625.73	0.10%
OSB Money Market	\$1,804,230.78	0.85%	\$1,634,705.21	0.50%
OSB Bond Acct	\$137,581.59	0.55%	\$150,498.79	0.40%
LGIP Savings	\$23.06	1.03%	\$22.91	0.43%
OSB – VANCO acct	\$56,017.73	0.00%	\$11,344.87	0.00%
OBS – Capital Imp	\$998,259.42	0.65%	\$503,419.78	0.50%
Officials Account	(\$2,149.73)	0.05%	\$0.00	
Paypal Cash	\$856.83	0.00%	\$904.50	0.00%
PMA – Construction	\$3,776,459.86	Various	\$0.00	
TOTAL CASH	\$6,843,330.86		\$2,530,727.84	
Fund Balance (10/27)	\$1,816,228.18		\$1,860,919.46	

- An updated (through September) report is attached as a separate document. The budget is also included in that same report. Please let me know of any questions or concerns.

### Finance:

- The Annual Meeting booklets, which contain the 17-18 preliminary budget, are available for the public to pick up in the District office. Remember, this information was published prior to the Oct 1 equalized value and the October 14<sup>th</sup> aid certification, so a few of the numbers will need to be changed in the final budget that gets approved by the board. Those numbers are updated below.
- An updated Revenue Cap worksheet has been completed. Related info on that calculation is below:

	16-17 FINAL	17-18 booklet	17-18 FINAL
Equalization Value of the District	522,746,997	545,223,715	542,157,598
Equalization Aid	5,400,381	5,286,150	5,290,608
Total Tax Levy	5,129,507	5,129,507	5,196,874
Mil Rate	9.81	9.40	9.59
September Pupil Count (FTE basis)	958	964	965
Summer Pupil Count	9	9	9
Amount under the Revenue Cap	147,653	0	0
Declining Enrollment Exemption/Hold Harmless	248,400	73,600	64,400

- The table below represents the changes from the preliminary budget to be approved at the Annual Meeting and posted in the booklet, to the changes that resulted in the receipt of the final 3<sup>rd</sup> Friday count (including Open Enrollments to date) as well as the Oct 13<sup>th</sup> aid certification.

	<b>Annual Meeting Booklet</b>	<b>FINAL Budget</b>	<b>Difference</b>
<b>Tax Levy in Fund 10</b>	3,761,714	3,909,538	
<b>Tax Levy Total</b>	5,129,507	5,196,874	
<b>Computer Exempt Pmt</b>	4,936	5,519	
<b>Equalization Aid</b>	5,286,150	5,290,608	
<b>Voucher Pmts</b>	75,000	140,597	

**DPI Update:**

The Third Friday September Pupil Count has been completed, thanks to Kami Van Ess and the Admin Assistants at each building. Our pupil count (in FTE numbers) is at 982, which is up from the prior year of 978, but still down from 1,032 in 2013. We still qualify for a “Declining Enrollment” status in our Revenue Cap calculations, like we were last year. What that means is we have a one year exemption of \$64,400 on our maximum revenue cap.

# Board Update

## Oostburg School District: Technology

**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:** 10/11/2017  
**Re:** School District of Oostburg - Monthly Technology Report

- Everything we have ordered has been delivered and we are still working through deployment on a few items
- We will be attending a 3 day WTI event at the end of the month. Kevin will be presenting again on our innovation rooms, Erica will be presenting about Culturally Relevant Practices:

*Relationship-building, validation, and empowerment are hallmarks of teaching in a multicultural setting. Giving students "voice" enables them to make connections to their cultural identity and consequently take ownership of their learning. Practical engagement tools for a diverse classroom include gamification, communication/social-based environments, and storytelling. Culturally relevant teaching isn't a fixation on "racial pride", but rather is about leveraging cultural learning styles. Explore some ways technology can help build bridges in your multicultural classroom.*

- Erica and I have been taking a hard look at our district communication practices as we have opened the doors for all staff to contribute to our channels. We have a good problem on our hands at this point and that is too much content to post over the course of a single day. We would like to deliver communications efficiently to those who follow us on Twitter, Facebook, check our website or subscribe to our daily or weekly newsletters. The way in which we deliver daily announcements and internal digital signage are some other options we are looking at closely.
- Erica has met with each teacher on year two rotation to start the work toward their CT2 professional practice goal. This work can provide teachers with valuable tools and ideas to improve their practice using tech.
- Just when we thought we were about to donate and sell the district iPads we had initially purchased for the internal 1:1 evaluation we thought it best to make one last call for anyone interested in using them for classroom purposes. The response to that all call was overwhelming and we are looking again at a good way to keep track of and manage the iPads when they are in use.

# Board Update

## Oostburg School District: Buildings and Grounds

Buildings and Grounds  
Board Update: October, 2017  
To: Board of Education  
From Peter Scheppmann  
Date: 10-12-2017

- I met with Scott Amacher from CESA 10 Environment Health and Safety. We reviewed the school district's written safety program, asbestos management plan and the district's blood borne pathogen program. Several areas of our plan were reviewed, starting with Morgan DeBlaey overseeing the district's nursing requirements, January Wilterdink's daily roll in the district, and new hires coming into OSD concerning Hepatitis B vaccinations, documentation of vaccination and occupational exposure to blood or other potentially infectious materials.
- Also this week the school district disposed of its annual build-up of hazardous waste items (florescent lamps, metal halide bulbs, ballasts, paints, mercury devices thermometers, etc.). All of the items were documented and manifested with origin from School District of Oostburg through a disposal service company, Lamp Recyclers. This past year the district had no medical waste to dispose of.
- With the new playground area including many new sidewalks, I reviewed the new space with the company the district outsources its snow removal to, Dan Nyohf of United Building Supply. We both agreed all the orange fencing and fence posts need to be removed, and we discussed where they will push snow to and where snow piles will be placed. This first year we will naturally be learning what works well and what will need to be changed for the next year, maybe snow pile locations and addition of snow fences to keep drifting to a minimum. Let's hope for another mild winter.
- Continuing on with the construction project, the mason subcontractor after this week is 98% completed with the project. They will be finishing a dumpster enclosure area and then start clearing their equipment from the job site.

Pouring of the concrete floors will start next week. Once the majority of the floors are poured, Jos. Schmitt & Son's will then update the complete construction schedule with an estimated date of punch list work, occupancy permit and the most anticipated MOVE IN DATE.

Once the masonry equipment and materials are removed from site, Spielvogel Excavating will begin the final site elevations for the parking lot area and the south side of the project by New York Avenue.

- We recently had Mike Soerens from DeTroy Electric estimate the cost per classroom in the 1998 section of the elementary school to replace the existing florescent light fixtures with new LED fixtures matching the new construction project, including replacing the

current light switch with a new LED dimmer switch. In the event there is underspent funds on the project, the district could use any remaining referendum funds to upgrade the classroom lighting with a great return on investment on lower energy cost for the elementary school building.

- In early September a service technician from Verhalen, Inc., inspected the windows in the 1998 portion of the elementary school. We were experiencing several problems from the windows not closing, latching and moisture/fogging between glass. After a closer inspection, we found on the windows have been rotting out on several sash's, the lower portion of the window where the cranking mechanism attaches. These windows are manufactured by Pella products, the exterior of window is a white vinyl clad over wood. We have placed an order to replace 10 sashes and adjust 16 other windows. This work is scheduled for late October or early November.