

SCHOOL DISTRICT OF OOSTBURG – **not yet approved**  
REGULAR MONTHLY BOARD MEETING MINUTES  
High School Conference Room  
July 18, 2018

The Board toured the new Business Education classroom prior to the meeting being called to order.

- I. Meeting called to order at 6:08 p.m. by President Jim Swart.
  - A. Pledge of Allegiance.
  - B. Roll Call. Board members present: Jim Swart, Eric Hartman, Terry Lemkuil, Wendy DenBoer, Deb Harmeling, and Jack Stokdyk. Board members absent: Mari Kretz. Administrators present: Kevin Bruggink, Kris De Bruine, Bryce DeRoos, and Aaron White. Administrators absent: Sherri Stengel and Scott Greupink. Others: Peter Scheppmann and Lucas Allen.
  - C. Proper posting of agenda was certified by Kris De Bruine.
  - D. Lemkuil made a motion, supported by Stokdyk, to approve the agenda. Motion carried; unanimous.
- II. Public Letters / Comments – None
- III. School Board President / Administrators Reports
  - A. Board President – No report.
  - B. Superintendent – Kevin Bruggink referenced a request for an equestrian team at the high school level, the Taxpayers Alliance report, the Oostburg Ambulance EMT class, and support staff discussions with employees regarding feedback on district goals. He also provided an update on the School Resource Officer, the Safety Grant award received by the district, and the request to add a one-day per week data specialist for the 2018-19 school year. Written report was provided.
  - C. High School Principal – No report.
  - D. Middle School Principal – Written report was provided.
  - E. Elementary School Principal – Aaron White provided an update on the open position that will be shared between OES and OMS in the place of Mr. Veldhorst and Mrs. Dulmes. He also referenced the possible use of Educlimber software with the data specialist role and his work this week with his Positive Behavior Intervention team.
  - F. Director of Special Education – Bryce DeRoos reported on the Special Education self-assessment process required by DPI.
  - G. Director of Finance/Personnel – Kris De Bruine provided additional information regarding the Open Enrollment requests and the request to allow her to transfer funds into Fund 46.
  - H. Building and Grounds Coordinator – Peter Scheppmann advised that most of the punch list items at OES are nearing completion, as well as summer workloads in all three buildings, including new products for floors which provide faster curing times. He also updated the board on Focus on Energy funds being requested. 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. Monthly board meeting of June 20, 2018
  - B. Personnel
    1. Approved the resignation of Jodi Daane as middle school library aide
    2. Approved the resignation of Shannon Bliesner as elementary school custodian
    3. Approved the resignation of Ryan Ohlfs as middle school soccer coach
    4. Approved the hiring of Terri Barrie as high/middle school art teacher
    5. Approved the hiring of Bryan Lammers as high/middle school technology education intern
  - C. Finance
    1. Approved June computer check numbers 10012453 - 10012516, wire numbers 201700181 – 201700182 and 201700184 - 201700198, and ACH numbers 171800601 - 171800643
- V. Action Items
  - A. Motion by DenBoer, supported by Hartman, to approve alternative open enrollments into and out of the district for 2018-19. Motion carried; unanimous.
  - B. Motion by Lemkuil, supported by DenBoer, to approve resolution to allow Business Manager to transfer excess profit, if any, to Fund 46 for prior fiscal year. Motion carried; unanimous.
  - C. Motion by Stokdyk, supported by Hartman, to approve a new position for a one day per week data implementation position.
  - D. Motion by Stokdyk, supported by Hartman, to approve the posting for a School Resource Officer. Motion carried; unanimous.
  - E. Motion by Harmeling, supported by Lemkuil, to approve the posting for a high school door monitor. Motion carried; unanimous.

- VI. Topics for Discussion
  - A. Legislative Committee Report – No report.
  - 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 – No report.
  - G. OCEF Report – Mr. Lemkuil gave an update on the prizes for the Homecoming raffle.
  - H. Long Range Planning Committee Report – No report.
- VII. Lemkuil made a motion, supported by Harmeling, to adjourn to closed session to discuss a specific personnel issue pursuant to Wis. Stats. §19.85(1)(f). Motion carried; unanimous (individual voice vote). Closed session began at 6:51 pm.
- VIII. Lemkuil made a motion, supported by Harmeling, to reconvene into open session at 7:13 pm. Motion carried; unanimous (individual voice vote).
- IX. Future Board Meeting Dates: Regular Board Meeting – August 15, 2018, at 6:00pm in the HS Conference Room.
- X. Lemkuil made a motion, supported by Stokdyk, to adjourn meeting. Motion carried; unanimous. Meeting ended at 8:14 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

## Oostburg School District

To: Board Members

From: Kevin Bruggink

Date: July 13, 2018

Re: District Update

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- I will be meeting with Village President Al Wrubbel next week to discuss the potential partnership around a school resource officer. As a Fund 80 expense, we are required to structure this position in a way that benefits stakeholders across our school district. This includes the village. I have also been in contact with Paul Modahl from Oostburg Christian School and they have interest in partnering with us too. The Department of Public Instruction has provided approval of our job description and Kris will be confirming details with our auditors. Therefore, I will be recommending approval for only the posting of a school resource officer position. A recommendation to actually fill this position will be dependent on our candidate pool.
  - Kris has a draft version of the '18-'19 budget prepared, and we are finalizing our update information in that area. Based on the information we have at this time we are not anticipating a local tax levy increase. However, voucher numbers are not provided to public schools at this time and that variable will directly impact our local levy rate. Remember that voucher student tuition is paid directly through local levy tax dollars. We will have additional details by our meeting so the board remains informed as we approach our October annual meeting and approval of the budget. Also as a reminder, we projected and communicated a \$25 local levy increase per \$100,000 of property value associated with our OES referendum. The fact that we have been able to actually reduce the local levy – no increase – is a credit to Kris's work to secure low interest bonds on the project and the project timing which provided extremely positive project costs. Staying on budget throughout that project is providing our community with an outcome that has a much lower property tax impact than what we originally communicated when seeking referendum approval.
  - I am also requesting approval to post the position of door monitor / greeter for our high school. This position will be approximately 1.5 hours per day and is related to the State Safety Grant requirements. We are working through several safety related initiatives and plan to have all doors locked before the school day and up until student arrival. In prior years our school buildings have been open before 6:00am for public and student access. We plan to maintain access for public uses that have occurred in the past as well as some student access prior to school, but that access will be monitored according to new guidelines. I am preparing communication materials for our families and community that will describe our safety changes and how those changes are designed to make our buildings safer.
  - Our building principals are working together and will each be presenting an overview of progress toward our district goals at their specific levels. We are planning those presentations for our August board meeting. I will then provide a similar overview during our September meeting and then a recap during our

annual meeting in October. This approach is similar to how we have reported out on district goals in recent years.

- Josh Cole will be providing the board with an overview and update of the athletic department during our September board meeting.
- Our early inservice planning is in full swing with a majority of that inservice time devoted to vertical team curriculum planning and crises intervention response. The Sheboygan County Sheriff's Department will be leading scenario-based training for staff at all levels. This training will include both certified and support staff.
- We were awarded our full Safety grant request of \$59,908. We have accepted that grant money and will be installing corridor partitions to isolate academic areas during day and evening events. The partitions were part of the recommendations provided through a Sheriff's Department site review which considered ways to make our building safer.

# Board Update

## Oostburg Middle School

**To:** Board of Education

**From:** Sherri Stengel

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

**Date:** 7/15/18

1. Scott did a thorough job explaining our shared tech ed and art openings. I'm excited about the energy and experience that Ms. Barrie will bring to the art department and am hopeful that the internship for tech ed works out as that is a shortage area in the state and applicants thus far are limited and don't look great. I appreciate the work that Scott has done in leading the hiring process for these two positions.
2. I've started working in Infinite Campus to build our schedule for next school year. While our schedule isn't changing much, I found that I did have to rebuild the schedule due to how it was built last year (I had built in a staggered lunch hour that we didn't end up using). So it is right moving forward, I decided to bite the bullet and rebuild. My goal is to have student schedules set and ready for the 18-19 school year by mid July.
3. Aaron and I have some unfilled needs in our schedules so we are posting a combined ES/MS part-time position. The position involves lunch and recess supervision at the elementary school, teaching high interest classes at the middle school, and supervising the Youth Center at OMS. Due to the requirement of teaching some classes, we are hoping to fill this position with a licensed teacher.
4. As you will notice on the board agenda, Jodi Daane resigned from her position in the district last week as she is pursuing a different opportunity. Jodi's primary role was working in the OMS Library and supervising study halls. This position will be posted in the Lakeshore Weekly and filled as soon as possible.

# 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 DeBruine, Bryce DeRoos  
**From:** Lucas Allen  
**Date:** 7/13/2018

- Door access control and door monitoring in the High and Middle schools is installed and I am working through the programming and testing phases.
- I am just finishing up a project to install wireless access at our Football and Soccer grandstand areas using a wireless backbone. This small project has allowed me to learn a lot about wireless backhauling traffic to remote facilities and opens the door for us to install connected devices just about anywhere on campus like security cameras.
  - We had a vendor on site this week testing and demoing some high tech surveillance gear and Pete and I were able to see the capabilities of this platform first hand and were very impressed overall.
- The remainder of my time has been spent upgrading various systems and servers and doing a lot of research in terms of best options for hardware upgrades and additions. We also completed our yearly hardware inventory.

# Board Update

## Oostburg School District: Buildings and Grounds

Board Update: July, 2018

To: Board of Education

From Peter Scheppmann

Date: 7-13-2018

- We are just about at the half way mark for summer cleaning of all the buildings and are right on schedule with each building for classroom space and hallways. The second half of cleaning will continue to be a strong push to complete, along with addressing cleaning all the gyms and bleachers.
- In June the buildings and grounds department conducted our annual safety training, presented by Scott Amacher of CESA-10, which included all full time staff and summer student cleaners. Safety topics covered were Blood Borne Pathogens, general safety, lock out/tag out, medical and first aid, bullying discussion, SDS and globally harmonized systems, Personal Protection Equipment (PPE), district safety info, fire protection, machine guarding, ladder safety, slips, trips, and falls. There was a test and review to conclude the training.
- The remodel of the high school business classroom is complete. Three flat screen televisions will be added by the IT department to enhance the learning environment. Please check out the space when you are in the building next.
- We are in the process of installing the four new hallway door frames with lockable doors in the high school for added security, which is part of the state's Safety Grant.