

BOARD MEETING AGENDA
REGULAR BOARD MEETING
HIGH SCHOOL CONFERENCE ROOM
WEB: www.oostburg.k12.wi.us
February 15, 2017, at 6:00 pm

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.

- 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 January 18, 2017
 - B. Personnel
 1. Approval of the resignation of Sheri Hafeman as elementary school teacher
 2. Approval of the resignation of Christine Burr as elementary school instructional aide
 - C. Finance
 1. Approval of January Expenditures of \$1,385,740.19
 2. Approval of January Receipts of \$2,381,156.88
 3. Approval of January computer check numbers 10011490 - 10011558, wire numbers 201600090 - 201600104, ACH numbers 161700272 - 161700326, and no manual checks.

- V. Action Items
 - A. Consider approval of three year 66.030 agreement with Plymouth for Carl Perkins consortium
 - B. Consider approval of adjustment to staff early inservice dates for 2017-18
 - C. RESOLUTION AUTHORIZING THE ISSUANCE AND SALE OF \$9,590,000 GENERAL OBLIGATION REFUNDING BONDS, SERIES 2017B

- 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
 - G. OCEF Report
 - H. Long Range Planning Committee

- VII. Adjourn to Closed Session per state statutes 19.85(1)(f)
 - A. Discuss confidential student matter

- VIII. Action items – any action from closed session discussion.

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

X. 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 and Administration

From: Kevin Bruggink

Date: February 3, 2017

Re: District Update

-
- Construction progress continues to move forward at OES as the Phase I insulation and roofing material has been installed. This is allowing our general contractor to heat the building to remove frost and prep for pouring of floors over the next several weeks. At this point the contractor is not able to provide a firm date for completion of Phase I but they plan to have that date locked in by our February 20th meeting. The completion date will allow Pete to coordinate the remaining abatement issues in the old wing, and we will communicate with parents regarding the no student day at OES to coincide with the official move. Special thanks to Pete for his specific oversight of HVAC installation and to Aaron and our entire OES staff for their ongoing flexibility during temporary interruptions in utility service during inservice and planning times.
 - I am recommending an adjustment to the 2017-18 calendar as it relates to our early August staff inservice. We have an opportunity to host former special education teacher and administrator Tim Brown in Oostburg. Tim was not available during our originally scheduled dates of August 15-17. To take advantage of this opportunity we are requesting that the early August inservice be moved to the following week, August 23-25. Staff have been notified of this change pending board approval. This change will not impact any student days.
 - I have included the board on numerous communications related to school start date legislation. Representative Ott and Senator Darling have set today as the final day for co-sponsorship of their legislation to return control of the school calendar back to local school boards. I encourage board members to contact Representative Katsma and Senator LeMaheiu, along with Senator Luther Olsen, should you have the opportunity to do so.
 - Our administrative team has now completed all mid-year summative evaluation conferences with staff members on rotation for formal evaluation. Each conference focuses on the six standards in our educator effectiveness rubric which aligns with our performance compensation model. Review of our compensation system shows that we are seeing movement through salary tiers which is comparable in costs to that which existed under our collective bargaining agreements in place prior to Act 10. The difference we are seeing is that movement through the tiers is now dependent on meeting performance benchmarks described by our six effectiveness standards rather than years of experience and graduate credits alone. Teachers who meet the benchmarks have an opportunity to advance through the model with each year of employment. This indicates the model is working as intended.
 - During our last board meeting I shared that the Executive Director of our state superintendent's group (WASDA) asked me to participate in *The Department of Public Instruction's Innovation Working Group*. This group is tasked with helping define a process for school districts to apply to implement innovative practices and reduce barriers for students. Our committee will be reviewing several models of innovative processes in other states while considering how the work in our local districts can inform our recommendations. Having the opportunity to participate in this committee, which includes only four other districts across the state, is primarily a reflection of what I believe are several characteristics which make our district unique. First, the efforts taken by our staff to make sure that our learning mirrors and models learning for our students is not common. Second, our vertical collaboration is designed to drive curriculum improvements from the classroom level out

rather than from an administrative level down. Finally, our focus on distributive leadership through structures like our teacher Lead Team and Performance Compensation Committee, have contributed to a cultural foundation which allows the other hard work to continue. That cultural foundation is also deeply rooted in the consistent leadership from our school board. In many districts board and administrative turnover is negatively impacting organizational memory and negatively affecting student achievement. We have been able to stay the course with goal-focused initiatives, avoiding a “flavor-of-the-day” approach to improvement. Board consistency is tightly tied to our success in attracting and retaining high quality staff that can move our efforts forward. Thank you.

- Lucas will likely update you on the opportunity we had to host a regional meeting for The Wisconsin Technology Initiative (WTI) in our middle school innovation room Thursday, February 9th. Superintendents and district leaders from across the region came to Oostburg so WTI Executive Director Mike Kerr could use our district as a showcase for WTI’s impact in public schools. As you know, the hard work of Lucas and Erica resulted in over \$250,000 in grants from WTI directly to our district. WTI’s financial support has been significant, acting as a catalyst to drive our vision for technology forward in ways which would not have been possible without their support. We are certainly pleased that we have been part of a handful of districts that lead the way in the WTI community.

Board Update

Oostburg High School

To: Board Members and Administration
From: Scott Greupink
Date: February 7, 2017
Re: Monthly Updates—February

I am writing this update during some of my non-scheduled time on our second Student-Led Conference night. Based on my conversations with parents and teachers last night, as well as the conferences that I facilitated, this new approach is going very well. I believe students and parents see these discussions as valuable and important. I hope parents feel the time they invest in meeting is really meaningful. I asked the teachers to reply to the announcements this morning to provide some feedback in three areas: general attendance at the conferences, how things were going from their perspective, and suggestions for improvements.

In terms of attendance, the results are a dramatic improvement. We typically had about 15% parent attendance in the past at Parent/Teacher Conferences (typical of other HS's in our conference based on a recent Big East Principal's discussion on the topic), and students were rarely, if ever involved. With the Student-Led Conferences last night and tonight, we are seeing between 85%-90% attendance of both students and parents—and many times both parents. Our numbers would probably be even higher but we have had a flu bug hit our school this past week.

Below are some excerpts from the replies from the faculty that relate to how things are going, and improvements we should consider:

I haven't had a lot of conference experience, other than student teaching, but I think it is nice for students to find areas of struggle/strength and admit to them. One of my students last night stated that "I know I am not where I should be for grades, and can be doing better. I really need to focus on paying attention and getting work done. I have the smarts, but need the discipline." It's one thing for us as teachers/parents to tell students this, but another for students to realize it and admit it on their own.

SLC's are going well. The students are doing a nice job in going through the script. Numerous parents have said that it is nice to have these conversations starting already (sophomores) and were glad to come in for the conference. I was impressed that so far both parents have come in with their students. That is abnormal compared to previous conference times where either mom or dad would come, and typically without their student.

All of the conferences last night were worthwhile and we had some great discussions. I asked each parent what they thought of the process and they were all impressed. About 3-4 of the parents attended OHS themselves and they said that what we are doing in terms of preparing their kid for their future is way more/better than what they received in high school. I'm glad we switched to this style of conferences.

All 4 of my students last night did very well in leading their meetings, but they also did a great job of filling in the document, especially in the "explanation of goals" section. I had students make changes yesterday to this section particularly because I felt like they rushed through it and didn't put much thought into their goals and making progress on them. The parents that I met with last night were all very much aware of their students grades and career aspirations and check Infinite Campus regularly---so that was refreshing to hear. The section on strengths and weaknesses generated several comments from parents after the students were finished.

I feel that this process is beneficial for the students and many of the parents. It opened the gate for parents to discuss some of the futures and careers that their students were interested in. This process also allowed the parents and students to discuss their scores on Aspire and their progress/and its meaning. But the most beneficial piece was watching the students work and realize the importance of all the classes, tests, and the expectations of the programs they were interested in.

I think that my only idea in improving the process so far is that I wish the students would talk more about their current performance in their classes why they are/are not doing well in each. So they might say something like, "I'm doing well in English because I've been reassessing on tests and quizzes." "I'm not doing well in Spanish because I need to study my vocabulary words more frequently." That is just an idea. I don't know if other teachers feel the same way, but I like that it helps them to take ownership for their current grades and learning.

I have a senior who has worked extremely hard this week by applying to LTC and scheduling the Accuplacer for next week. That would not have happened if this process did not force the issue. One of my freshmen commented, "Wow, this week really has showed me I need to step it up and I'm glad I realized it now".

I had 7 conferences last night and plan on 5 more today. They are going really well. I like doing this a lot. My only suggestion is for us to try and keep the same kids year to year, and perhaps align those kids with my homeroom.

Board Update

Oostburg Middle School

To: Board of Education

From: Sherri Stengel

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

Date: 2/11/17

Re: Oostburg Middle School Principal Report

1. As the board is already aware, there seems to be an increase in student misbehavior this school year at OMS, especially as it relates to being kind and respectful to others. In an effort to be proactive in this area, there are several steps we've taken and are planning to take at OMS to teach and reinforce the prosocial skills students need today and in their future. The following are some of these steps:
 - a. We revisited our Positive Behavioral Interventions and Supports (PBIS) structure and expectations with the adults and students in the building at the start of second semester. Expectations related to being respectful, responsible, and safe in various locations around the building were talked about with the students.
 - b. We began a Student Success Committee. This committee is charged with the task of recognizing and rewarding students who are demonstrating skills and behaviors consistent with our core beliefs and goals around academics, attendance, and character traits that we value and want to reinforce in and throughout the building.
 - c. The school counselor, Keri Kimble, implemented a "Kindness Kounts" program. There are forms available where students and staff can report acts of kindness that they witnessed of others. Likewise, they are able to report concerning behaviors that they may have seen in others. Students will be randomly recognized in various ways each month. We will have a visual "Kind-o-meter" that will keep track of the reported acts of kindness in the building. The purpose of this is to get students and staff to recognize all of the good that is happening in the building, rather than dwelling on the few who are not being respectful, responsible, and safe.
 - d. Next week, Keri Kimble and I are going to be working with girls in 6th grade for two days during their art/careers class. We will be watching a video entitled "Finding Kindness" and have follow up discussions with them.
 - e. In April, Bob Lenz, a speaker and author is going to be in the area speaking. We were approached to see if we were interested in him coming to OMS to speak as well. We are in the process of finalizing plans to have Mr. Lenz speak at OMS on 4/11/17. From his flyer, "He is the author of the anti-bullying book, *Dignity Revolution*, and initiator of a national pledge to stand up for the worth, value and dignity of every person."

2. As a follow up to concerns brought forth at the last board meeting related to cars pulling in the circle in front of school while buses are unloading in the beginning of the school day, Ms. Kimble and myself are working on having volunteers from Student Council stand on the corner of the drive in the morning and put cones out that will prevent cars from entering the drive. When busses arrive, they will move the cones so they can enter, and then will put them back again. This has been an ongoing concern over the course of years. While I have gone out there and directed traffic, put reminders in student announcements, and reminders for the community on my blog and in IC, these actions improve the behavior of those pulling into the circle short term and gradually they start driving in the circle again. Hopefully this is a solution that will work better!

Board Update

Oostburg Elementary School

To: Board Members and Administration

From: Aaron White

Date: February 10, 2017

Re: Board Update

- This past Monday, classroom and specials teachers handed in their SLO mid-year review. This practice has two functions, with teachers collecting student data and then reflecting on this data and their practice to help inform their instruction moving forward. As classroom teachers have collected their running record (reading level) data, I have also accumulated school data to perform my own mid-year review. I will present these findings at the coming board meeting and discuss some of the trends, successes, and opportunities that came through from the current data.
- Our first, second, and third grade classes had a great opportunity to go ice-skating in Sheboygan on Friday, February 10th. This field trip is organized by our Physical Education teacher, Steve Herzog. Many parents helped to chaperone the trip, some even lace up their own skates. I had the opportunity to attend one of the sessions and it was fun to see kids trying something new and to talk to parents about how much they enjoy the trip. This sets the stage nicely for our Celebration of the Arts event which is coming up in early March (March 7th). At this event, student artwork and song will be celebrated both during the school day and in the evening.
- During the week of February 20th, I will be accompanying Trevor Stultz, Deanna Rychtik, and Sara Ketterhagen to the Teacher's College for Reading and Writing at Columbia. We have the opportunity to attend a four-day conference on Small Group Conferring within the Reading and Writing workshop. The content from this training has the potential to make a substantial impact on the way we work with and meet student needs. The district's dedication to Reader's and Writer's workshop, and professional development for teachers, has direct effect on our district goals around performance on the ACT. I am excited to attend and also for the members that will be joining me. Deanna works with our fifth grade team and Trevor supports in both fourth and fifth grade. Practices around small group conferring will help teachers be more effective and efficient in meeting the various needs of their students. Sara's role at the middle school, and the lens that she brings, will help bridge the gap for students and teachers as they transition from elementary classrooms to middle school. In preparation for the conference, I have taken the opportunity to teach writing in 3rd grade and hold conversations with our elementary literacy coach and various classroom teachers.

Board Update

Oostburg School District: Special Education/Pupil Services

To: Board Members and Administration
From: Bryce DeRoos
Date: February 10, 2017
Re: Monthly Update

- Over the past couple of weeks, I have been researching and reviewing information regarding homelessness and the roles and responses by schools and districts that might help alleviate some of the emotional, social, and academic costs associated with homelessness. Homelessness is generally defined as lacking a fixed, regular, and adequate nighttime residence (often by sharing the housing with others - moving in with others). Our country has seen a 100% increase in identified students since 2007 (nearly 20,000 students in Wisconsin were identified in 2013-14). The statistics that are quite sobering:
 - Students who changed high schools, even once, were less than half as likely as stable students to graduate
 - Youth who experience homelessness are 87% more likely to drop out of school

Our desire at Oostburg is to provide timely supports to those students and help reach out to them to see what we can do for their family to get them the resources they need. We occasionally have students that are identified as homeless and I am going to be working more with the support staff and the student services department to ensure that they receive the help that they may qualify for.

- I had several meetings with staff over the past several weeks in regards to their SLOs and the progress they are making towards those goals. I nearly always find these meetings enjoyable due to the problem-solving approach that teachers take when working with data. Sometimes that data is showing a lot of progress, and other times, the data is showing little to minimal progress. Our teachers usually have a strong solution focused approach by not making excuses, but rather, taking that data, accepting it, and decided what to do next. For example, I met with a group of teachers who presented data on reading skills of middle school students. The data showed that 25% of the students had actually gone backward in their scores. What I appreciated is that the focus wasn't on the reduced class time for interventions compared to previous years, or the disruptive behaviors of certain students. Rather, the focus was on what we can control and can do for these struggling students. As a result, several different approaches were identified and discussed and I left the meeting knowing that interventions were going to be adjusted and modified in order to best try and meet the needs of our struggling students. In my eyes, that is what the best outcome is - focusing on what we can do and not what barriers are in our way.
- Yesterday, Kevin and I were able to spend nearly an hour talking with the Director of Operations and the Compliance/Privacy Director for the Aurora Sheboygan Clinic about trying to establish better communication and collaboration between the two of us. Our desire was to start the conversation around the idea of establishing best practices or guidelines between schools and clinics/hospitals. At times, the two entities don't speak to each other as much as they could/should and we wanted to see if this was something that we could start addressing in a more formal way. Our phone conference brought up a lot of barriers (privacy concerns, legal issues, legislative hurdles, etc.) to implementing anything on a very formal basis, however, there is the possibility that we could continue this conversation in the future.

Board Update

Oostburg School District: Finance

To: School Board Members, Administrators
From: Kris De Bruine
Date: 2/10/2017

Cash Position:

	Current Year 1-31-17		Prior Year	
	Balance	Interest Rate	Balance	
OSB Checking	\$469,478.89	0.35%	\$232,256.63	0.35%
OSB Dental Acct	\$40,105.84	0.14%	\$46,219.32	0.00%
OSB Money Market	\$496,222.83	0.58%	\$1,644,649.42	0.50%
OSB Bond Acct	\$965,430.08	0.60%	\$786,714.25	0.00%
LGIP Savings	\$22.95	0.53%	\$22.83	0.00%
OSB - VANCO acct	\$40,695.25	0.00%	\$29,279.03	0.00%
OBS - Capital Imp	\$504,307.21	0.59%	\$305,798.89	0.00%
Paypal Cash	\$856.43	0.00%	\$1,138.67	0.00%
TOTAL CASH	\$2,517,119.48		\$3,046,079.03	
Fund Balance (10/27)	\$1,696,030.49		\$1,710,846.30	

- An updated (through January) report is attached as a separate document. Please let me know of any questions or concerns.

Finance Update:

- Each year, we are required to disclose our audit as well as a synopsis of our operating data to the MSRB (Municipal Securities Rules Board). That filing has been completed and posted prior to its deadline.
- I have the base line budget back from Baird for 17-18 (five year forecast). Our Fund 10 levy is being projected to decline by \$291k largely due to the loss in the declining enrollment exemption. Our equalization aid is also projected to decrease by \$157.5k. The \$200 per pupil increase, if it passes will be a welcome addition. I will continue to be spending my time getting more detail into the model, watching closely as the legislature starts reviewing Walker's budget.

DPI Update:

- The 2nd Friday Pupil Count has been completed and submitted to DPI. We reported an increase of 6 students from September to January. We were, unfortunately, chosen for a Pupil audit this year, so I am in the process of scheduling that with Schenck.

Other:

- Reminder: The resolution to borrow the funds to pay off the construction Bond Anticipation Note is on the agenda for approval. This is a formality that needs to get done before I can get the permanent financing in place. If you have questions, please let me know.

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: 2/17/2017

Re: School District of Oostburg - Monthly Technology Report

WTI

- WTI, Heartland Business systems and Cisco conducted their meeting yesterday as part of their regional tour in attempts to attract more WTI partner schools. We hosted about 20 from various districts in CESA 7 and strongly advocated for what WTI has allowed us to do as a district due to the uniqueness of the grant and community.

Security

- I had indicated last meeting that the threat assessment did reveal some areas to improve upon. We have started looking in to Next-Generation firewalls, which is a catchall phrase that means a multi-layered security approach. Content filtering (web site blocking) is one part that we are familiar and blocking traffic on certain ports but other features such as advanced application filtering, sandboxing, and a threat defense network would be new layers we would add to this solution. I am happy to discuss more details with any member of the board.

Building Project

- I am waiting on competitive bids for our cameras and video management system.
- We have competitive pricing for SMART boards but there is a new product from Cisco called SPARK board that just came out. We will be looking at that as well.
- I have met with Kevin and Kris regularly as we move forward to make sure we cover all of our bases financially while still providing the best technology solutions for kids, learning and security.

Board Update

Oostburg School District: Buildings and Grounds

Buildings and Grounds
Board Update: February, 2017
To: Board of Education
From Peter Scheppmann
Date: 2-10-2017

- The elementary new natural gas service line, regulator, and telemetry service has been installed and is up and running. We now are currently running the elementary school building off of two natural gas lines. The old line is scheduled to be abandoned when the 1957 wing is torn down.
- A CESA 10 environmental health & safety compliance inspector conducted an audit in both our high school metal and wood tech education shops this week and concluded with two minor improvement suggestions. The school district scored a 91.49 % on the audit.
- Our insurance provider EMC also recently conducted a district wide loss control inspection, along with a workers compensation claim review. Andrew Benson from EMC inspected all three buildings, coming away with two recommendations for improvement. One being relocation of a rack of free weights blocking a secondary exit in the fitness center and the other creating a procedure to review employee annual reviews of motor vehicle records (MVRs) with a disqualifier from operating school owned vehicles under 4 conditions,
 1. Major violation the past 5 years
 - DUI
 - Reckless driving
 - Hit and run
 - Leaving the scene of an accident
 - Passing a stopped school bus
 - Operating after revoked license
 - Eluding a police officer etc.
 2. More than 3 moving violations in 3 years
 3. Positive drug or alcohol test
 4. License is currently suspended

I reached out to Andrew of EMC to partner up in the future for a greater working relationship, towards training assistance, loss control / prevention, safety, employment best practices. Etc.

- Kevin and I are presently reviewing quotes from roofing contractors concerning replacement of the 1992 original middle school roof.
- This past week I also reviewed the school district requirements for relocation of the elementary school old wing classroom contents moving into phase one newly constructed classrooms with another moving systems company, Anchor Moving. This is a very large undertaking with a tight window of time to accomplish this task.
- Also in Kevin's and my weekly meeting we have discussed the urgent need to replace the districts aging washer and dryer from the mid 1970's, that has served us very well, but that we can no longer get repair parts for. In a previous report I had mentioned

that the main bearings are going. Replacement quotes came in for both machines \$8,905.00 for Speed Queen units and \$8,440.00 for Dexter units.

- Lastly I would like to express my gratitude to Cathy Fuentes, Gail Aguirre and Nancy LaCrosse for all their extra efforts to welcome all the students and parents the last number of weeks entering into the high school and middle school, making sure the gyms are always set-up and cleaned for evening events and then knocking the gyms back down, cleaning both gyms and hallways so classes can start the next day clean. We have a great student body that will help out sometimes right after their practices to assist with set up and take down. The assistance is greatly appreciated and a good time for both staff and students to get to know each other better.