

SCHOOL DISTRICT OF OOSTBURG – **not yet approved**
REGULAR MONTHLY BOARD MEETING MINUTES
High School Conference Room
February 21, 2018

- 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, Terry Lemkuil, Wendy DenBoer, Deb Harmeling, Mari Kretz and Jack Stokdyk. Board members absent: None. Administrators present: Kevin Bruggink, Kris De Bruine, Bryce DeRoos, Scott Greupink, Sherri Stengel and Aaron White. Administrators absent: None. Others: Peter Scheppmann and Lucas Allen.
 - C. Proper posting of agenda was certified by Kris De Bruine.
 - D. Stokdyk made a motion, supported by DenBoer, 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 reported on the work that is being done to acquire more mental health services for students who need it. He also updated the board on the security communications that have been sent by the district as well as highlighted some findings from the book “Great at Work”. Written report was provided.
 - C. High School Principal – Scott Greupink updated the board on the security issue being dealt with at the high school. Written report was provided.
 - D. Middle School Principal – Written report was provided.
 - E. Elementary School Principal – Written report was provided.
 - F. Director of Special Education – Written report was provided.
 - G. Director of Finance/Personnel – Kris De Bruine answered a question from Ms. Kretz on the Fund 10 revenue collections. Written report was provided.
 - H. Building and Grounds Coordinator – Peter Scheppmann answered questions from Mr. Hartman on the security keys for fire department and law enforcement personnel as well as the OES kitchen usage. Written report was provided.
 - I. Technology Coordinator – Lucas Allen reported on his work with security. Written report was provided.

- IV. Consent Agenda Items – Lemkuil made a motion, supported by Kretz, to approve all consent agenda items. Motion carried; unanimous.
 - A. Approved the minutes of the following school board meetings:
 1. Monthly board meeting of January 17, 2018
 - B. Finance
 1. Approved January Expenditures of \$1,568,273.71
 2. Approved January Receipts of \$2,068,363.92
 3. Approved January computer check numbers 10012186 - 10012226, wire numbers 201700090, 201700094 – 201700095 and 201700097 - 201700110, ACH numbers 171800314 - 171800421 and officials checks 23457 - 23462

- V. Action Items
 - A. Motion by Lemkuil, supported by Harmeling, to approve alternative open enrollments into and out of the district for 2017-18. Motion carried; unanimous.
 - B. Motion by Lemkuil, supported by DenBoer, to approve the use of up to \$40,000 in current year budget under-spend for business education classroom renovation. Motion carried; unanimous.

- VI. Topics for Discussion
 - A. Legislative Committee Report – Mr. Bruggink updated the group on the legislative meeting on Monday as well as the passing of the low spending bills in both the Assembly and the Senate.
 - B. Finance Committee Report – Mr. Lemkuil reported on his meeting with Mr. Bruggink and Ms. De Bruine on a potential schedule for future Finance meetings.
 - C. Buildings and Grounds Committee Report – No report.
 - D. Transportation Committee Report – No report.
 - E. Negotiations Committee Report – No report.

- F. Policy Committee – Ms. Harmeling reported that there will be some updates for first read at the next board meeting.
- G. OCEF Report – Mr. Lemkuil reported on the start of fundraising for the next project.
- H. Long Range Planning Committee Report – Mr. Bruggink reported that Lucas Daane and Chris Wolfert joined the committee.

VII. Lemkuil made a motion, supported by Harmeling, to adjourn to closed session to discuss certified staff negotiations pursuant to Wis. Stats. §19.85(1)(c) and (f). Motion carried; unanimous (individual voice vote). Closed session began at 6:43 pm.

VIII. DenBoer made a motion, supported by Lemkuil, to reconvene into open session at 7:05 pm. Motion carried; unanimous (individual voice vote).

IX. Future Board Meeting Dates: Regular Board Meeting – March 21, 2018, in the HS Conference Room

X. Lemkuil made a motion, supported by Stokdyk, to adjourn meeting. Motion carried; unanimous. Meeting ended at 7:06 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: February 16, 2018
Re: District Update

- Assembly Bill 835 passed the assembly by a vote of 90-3 and is now awaiting scheduling in the Senate. We are cautiously optimistic that the Senate companion bill, SB 690, has momentum and will also receive support. Our budget preparation and planning is preparing for both scenarios related to this legislation.
- Mental health concerns continue to be in the forefront of our education discussions. The tragic shootings in Florida are yet another example of the growing concerns across our nation as we see significant increases in child and adolescent mental health. The county superintendents have been planning around increases in counselor support as we look to expand our partnership with The United Way of Sheboygan County and Sheboygan County Health and Human Services. Both of these organizations are supporting the PATH program which is funding counselors in most county schools. At this point Oostburg is receiving one full day of services with plans to increase that to two full days. Thank you to Bryce DeRoos for his leadership within our district and in county-wide discussions and planning around this initiative.
- Our Long Range Planning Committee will hold another meeting on February 26th in the OES Conference room. Our agenda will discuss committee size and membership demographics to ensure we have broad representation. We also plan to follow up on discussions from our last meeting that focused on our overall academic goal progress, enrollment information, financial position, and strategic planning for the future. We will also be discussing the SWOT analysis results from the community-based STEM Advisory Committee.
- This was a community outreach week for me with morning visits to both Judi's and Subway on Wednesday morning. I enjoy these monthly visits particularly now that our local Oostburg Kiwanis has disbanded.
- Our administrative team meeting this week focused heavily on progress toward district goals. With the ACT dates quickly approaching, we talked about semester benchmark assessments and how that data needs to inform our work in the final semester. We also have continued discussions around our frustrations with state testing requirements – specifically with the Forward exam. Our district goals are not based on that exam, and we value ACT benchmark data as a more effective tool in informing our practice. We also discussed a new book entitled "Great at Work" by Morgan T. Hansen. This book is the culmination of a 5 year study of over 5000 individuals and their success in the work environment. The book can be summarized as clearly showing that having a laser-like focus is the top variable in excellence.
- Next Friday's inservice will include specific training around teaching English language learner students in our classroom. As we see a growing number of students in our school who do not live in a home where English is the primary language, we need to improve our skills in supporting those students in our classroom. Thank you to Bryce and Aaron for coordinating this training with Beth VandeHey from CESA 7.

Board Update

Oostburg High School

To: Board Members and Administration
From: Scott Greupink
Date: February 15, 2018
Re: Monthly Updates—February

I will begin by apologizing in advance for this lengthy update. I want to catch the Board up on my discussions with Board members about dances/courts connected to my last update, and I also want to share how we are moving forward with dual credit (both HS and college credit courses) given the seemingly ever changing rules.

I will start with the dance/court topic. First off, thanks to so many of you for taking time to share your perspectives with me on this topic. What I basically heard from everyone that talked to me was that they felt about the same way about courts as I expressed in the last update. We see courts as having little or no value, and probably being more negative than positive. And courts also bring a bit more potential for problems given the recent realities around gender issues, but we don't want to overstate those potential problems. We also recognize that some in our community do not agree with our viewpoint, and are pretty invested in positions such as prom queen and king. I will admit that after writing the last update and talking with a couple of board members, I spent all together too much time thinking about the topic for about a week. What crept into my mind was that when we made the change in how the homecoming court was selected, to make sure that both the boys and girls were selected by the same processes, I personally felt that was important because the way we were doing it was not right, and not legal either, from a gender equity perspective. So when I dealt with some very emotional and impassioned phone calls, it was fine because I felt compelled to make the change and quite comfortable articulating the real need for a change. It did not feel like that position was based on matter of opinion or a personal value system choice, but rather a matter of having a proper non-discriminatory process. While I personally do not value what courts promote, I do not feel the same compulsion to deal with this as a problem that needs to be addressed. Several Board members feel the same way about courts serving no purpose but at the same time they also do not feel this is a battle worth fighting. I think a couple of board members who talked with me would prefer we move forward and eliminate courts. It is a close call to me, and I would be comfortable with either choice, but in thinking about it a lot I see a parallel with how we handle fan behavior at ball games. Many people behave in ways that are clearly unsportsmanlike by the very definition of that word, but we don't try to fight every battle and we try to focus our efforts on the student bodies and extreme situations. Is that a compromise of our beliefs on some level, yes, but we have concluded that the sportsmanship of our teams and students is more our primary responsibility, and at some point we have to pick our battles in order to focus our energies on the things that matter most. Therefore, I have concluded that it would be best if we did not have courts (or any poor sportsmanship), but they are not currently so problematic that we should feel compelled to take the big steps necessary to eliminate them. If any of you are really bothered by my conclusions on this topic, please feel free to push back with your perspectives. And thanks again to all of you who shared your viewpoints.

I want to provide the Board some updates on our plans going forward in relation to dual credit (classes for both high school and college credit) classes and some rationale behind our plans. We currently have three varieties of dual credit classes: AP (Advance Placement), CAPP classes which we teach but also earn credit with Lakeland University and/or LTC, and Project Lead the Way (PLTW) classes.

For the most part, we are going to keep teaching most of what we taught in our PLTW courses because their courses are very well designed. The problem with PLTW courses is on the college credit end. They simply have not delivered much of a product in terms of our student's consistently earning transferable credit for the cost of being members.

We are going to continue with our CAPP courses—currently Medical Terminology (LTC), Advanced Composition (Lakeland University) and Physics (Lakeland University)—until the transition to the new Higher Learning Commission rules push us out of being able to offer these classes for college credit. All CAPP classes in the next three to five years will require that the teacher have 18+ graduate credits in the content area of the class. That rule will make sustaining these courses difficult over the long haul because our teachers have master's degrees in education, not physics, or composition, or the medical field. Getting those credits would be costly and inconvenient for the teacher, but we will assess where it may make sense to do so as the landscape continues to become more clear.

As we end our PLTW classes (at least in name), and are transitioned out of CAPP to some degree in the next few years, we plan to add to our AP courses to compensate for the lost college credit courses. We currently have AP classes in: Calculus AB, Calculus BC, Stats, Biology, and US History. Next year we plan to add AP Physics to replace our Advanced Physics class, AP Spanish as our Spanish 4 class, and AP Computer Science. This will maintain our student's ability to earn college credit while in high school at rates that are as good as or better than they can currently.

I also wanted to share some pretty exciting information about how we are doing with AP and college credit courses at this time. To put this information in context, AP designates the highest level of AP school as the level 1 schools that have 30% or more of graduating seniors taking at least one AP exam, AND 70% or more earning scores of 3 or above (passing, and eligible for college credit) on the exams.

In this year's graduating class, the class of 2018, we have 34/72 students who have taken at least one AP class while at OHS, and that is equal to 47% of the class. 21 of those students already took an AP test last year, and the other 13 are taking AP classes for the first time as seniors. We assume virtually all of them will take the corresponding AP tests. When we break down the 34 students in the class of 2018 that are taking AP classes, 15 have taken one AP class, 4 have taken two AP classes, 6 have taken 3 AP classes, 5 have taken 4 AP classes, and 4 have taken 5 AP classes. Therefore, the class of 2018 has taken 81 AP courses in total. Much of this rather dramatic increase in student interest in college level coursework while in high school has been driven by quality teachers and weighted grades. I am thrilled that so many of our students are taking, and having success in college level courses because it speaks to their level of preparation in earlier classes as well. The fact that 25 of our top 30 seniors have taken at least one AP class, as well as 8 students ranked below 30, suggest that many people planning on going to college are testing themselves at that level while in high school. Looking forward, if 65-70% of our students tend to seriously consider pursuing a college education, it would be nice to see our AP percentages rise to that level as well.

I would also like to point out that if nearly 70% of our 34 students pass at least one AP test, which is ambitious but that was our pass rate last year, then about 24 of our students will start college with at least 3 credits. We will have many students who will have between 12-24 credits earned, and a handful of students who will have 28-31 college credits as they enter college. That will not only save them considerable time and money, it also provides considerable evidence that they are fully capable of doing college level academic work.

Board Update

Oostburg Middle School

To: Board of Education
From: Sherri Stengel
CC: Kris DeBruine, Scott Greupink, Kevin Bruggink, Aaron White, Bryce DeRoos
Date: 3/19/18

1. A great deal of my time this past week was spent making final preparations for the ACT plus Writing and Workkeys testing that will be taking place on Tuesday and Wednesday of next week. Working with various staff members to ensure that all the behind the scenes work related to test preparations helps make the morning on these days run smoothly. Preparing room supervisor packets and having a training for these staff members also was a part of my agenda for the week.
2. Along with the ACT and Workkeys, I am also in the beginning stages of the behind the scenes work related to other upcoming spring statewide assessments including the Early High School Summative Aspire for all 9th and 10th graders, the Forward Assessment for all 3-8th, and the Dynamic Learning Maps (DLM) or the alternate assessment for students with significant disabilities in grades 3-11.
3. I have recently completed all interim meetings with OMS teaching staff that are on formal rotation for educator effectiveness this year. An hour or two of my time typically goes into preparing for each meeting and then the actual meeting usually is an hour. Although time intensive, the planning and conversations that result from the process are certainly worth the time and effort. The purpose of these meetings is to have staff and myself reflect upon performance so far this year in relation to the 6 standards measured via our Strong rubric. We talk about where teachers are at along the continuum of ineffective to distinguished within each standard on the rubric, looking at evidence gathered to date to determine effectiveness. This year, there was a very intentional focus during these meetings related to how teacher performance relates directly to our district goals; planning, instructing, and assessing around essential learnings; and how the work of content area vertical teams is driving the work of teachers in their classrooms on a daily basis.
4. Although about a month into the program, I wanted to make sure the board was aware of a running club that started through the combined efforts of Keri Kimble and Amy Antes. This club is a mentoring program that we named (RIOT: Running Is Our Therapy) for young ladies (mostly middle schoolers with a couple of freshman) and female staff members. We get together 3 Wednesday's a month after school. Our time together starts with a mini-lesson on a topic such as positive self-image, technology/social media, eating healthy, or simply getting to know each other. After this, we do a warm up as a large group and then break off as mentors and mentees to run. Our goal is to do the student council run/walk 5k together in the Spring. This has been a positive experience thus far as it is neat to see how staff and students push themselves and encourage one another.

Board Update

Oostburg Elementary School

To: Board Members and Administration
From: Aaron White
Date: February 16, 2018
Re: Board Update

- As of the beginning of February, our ACCESS testing is complete. As I stated in my last report, this is the annual assessment given to EL students related to their acquisition of English. The results of the test will be available after all the components are graded by an outside source. In total, 30 students were assessed in the elementary school, 9 in the middle school, and 6 in the high school. Each student will receive an overall score which takes into account their reading, listening, writing, and speaking sub scores. In order to help our teachers better understand the score bands and corresponding instructional strategies that will be helpful, we are working with Beth Vandehey from CESA 7. Beth has done significant work with our district and co-teaching and is a great resource. She will be coming to our February 23rd district in-service to meet with K-5 teachers in the morning and 6-12 teachers in the afternoon.
- At the beginning of the school year, as vertical teams were creating and working with essential standards, one team that was struggling with finding their voice and place was our Speaking and Listening team. As this team met with the admin team, it became clear that speaking and listening skills are a crucial layer to student success, as they help with soft skills and communication. In the fall of the year, the Speaking and Listening team approached me about sharing out their big rocks and discussing the role of speaking and listening standards in the elementary classroom. Our conversation led to discoveries that these skills are alive within the building, but we need a way to highlight their presence and capture examples. So, the Speaking and Listening team sent out a questionnaire and led our staff meeting in January to discuss the speaking and listening big rocks with grade level teams and brainstorm ways that these skills are already being used. This was a good step towards ensuring these complimentary skills are introduced and honed along the way.
- This week, I had the opportunity to attend the Wisconsin State Read Association conference. Kristin Stapel, Erin Hoffmann, and TJ Michna attended the conference with me. The two keynote speakers for the conference were Tony Evers and Alfie Kohn. Kohn presented some interesting ideas on ways to increase reading engagement among students. I was able to attend a couple sessions that centered on the Guided Reading Plus model by the author, Jan Richardson. Kristin, TJ, and I were excited to see that some of the strategies are already being employed at OES and we now have some next steps for our reading intervention. Erin attended sessions aimed at the upper elementary grades and shared with her team some valuable resources related to opinion writing.

Board Update

Oostburg School District: Special Education/Pupil Services

To: Board Members and Administration
From: Bryce DeRoos
Date: February 16, 2018
Re: Monthly Update

- On Wednesday, I met with other county directors about a couple of topics:
 - We first spent some time discussing options for child development days and looked specifically at how Plymouth has tried to get their entire community on board with supporting young children and families. Their focus was to expand the age range of the target community. Currently, our Child Development Day involves our early childhood teachers and our speech and language therapists and involves 2½ to 3½ year-olds. At Plymouth, they invested in a community-wide approach by also including hearing and vision specialists, individuals from the medical field, day cares, and other developmental specialists. In addition, they expanded their range to start at 6 months old. They refocused their efforts across a greater age range due to the research on the importance of early intervention. In their presentation they identified a desire to share their resources with the other districts in the county. I indicated that while we are confident in our current approach, we have been talking over the past couple of years about how to improve this process and including younger children and more specialists sounds like a tremendous improvement. This expanded approach may be able to happen either sometime late next school year or the following school year.
 - We then spent time comparing open-enrollment policies and how that has impacted their districts over the past couple of years. Some of the districts utilize a strict cap on open-enrollment and as a result, don't allow any special education students to open-enroll. Other districts have taken a more inclusive approach, but those have now become more cautious due to a number of factors. We currently have the most inclusive approach compared to all county districts. I still support our current policy of no open-enrollment caps for special education services that we currently provide.
 - Our last topic involved discussion around what types of supports and services do we have available for students with significant mental and behavioral needs. Our meeting occurred on Wednesday morning, so it was before the tragedy in Florida, but this has been something that has been on our agenda for the last several years. While the needs at Oostburg are nowhere near the significant levels at other districts, this is still an area in which we want to explore as several of the neighboring districts have indicated concerns with the supports students are receiving from county services, private counseling, and the medical field. Kevin has shared that the county superintendents are actively talking about ideas and approaches in which districts could collaborate on how best to service students with significant needs.

Board Update

Oostburg School District: Finance

To: School Board Members, Administrators

From: Kris De Bruine

Date: 2/14/2018

Cash Position:

	Current Year 1-31-18		Prior Year	
	Balance	Interest Rate	Balance	
OSB Checking	\$234,989.58	0.35%	\$469,478.89	0.35%
OSB Dental Acct	\$43,037.84	0.29%	\$40,105.84	0.14%
OSB Money Market	\$698,853.41	1.00%	\$496,222.83	0.58%
OSB Bond Acct	\$1,605,324.92	0.79%	\$965,430.08	0.60%
LGIP Savings	\$23.15	1.35%	\$22.95	0.53%
OSB – VANCO acct	\$16,490.07	0.00%	\$40,695.25	0.00%
OSB – Officials	\$1,298.38	0.00%	\$0	0.00%
OBS – Capital Imp	\$1,000,753.29	0.80%	\$504,307.21	0.50%
Paypal Cash	\$856.83	0.00%	\$856.43	0.00%
PMA – Referendum	\$1,433,033.49	various	\$0.00	
TOTAL CASH	\$5,034,660.96		\$2,517,119.48	
Fund Balance (10/27)	\$690,033.71		\$1,696,030.49	

- The above charts represent the fund balance and cash balances at each of the last month end.
- An updated (through Jan) financial report is attached as a separate document. Please let me know of any questions or concerns. The updated three-year cash flow and cash balances report is attached for you as well.

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). I have submitted a copy of our audit, but I'm not sure we are required to do that anymore because our bonds have been paid off with the new bank bonds that do not have the same CUSIP requirements. To be safe, I filed the copy anyway.

DPI Update:

- The 2nd Friday Pupil Count has been completed and submitted to DPI. We reported 982 students in both September and January. We were NOT chosen for a Pupil audit this year, so Kami and I had to celebrate that!

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: 2/16/2018

- We proactively replaced a single pair of fiber optics between the troubled wiring closet and have since improved the network situation in that area of the district but unfortunately is not completely fixed. We will continue working on it.
- The Erate season is here again and we are planning on staying at our current level of internet speed and service. We are also looking at upgrading our wireless access points that are about 5 years old now. Wireless is one area that continues to develop quite quickly so the technology becomes antiquated a bit more quickly as well. I have been pleased with our current wireless brand as it has supported our exponential wireless growth and increased demand it's had on our infrastructure. We have had 2 of the radios quit in the last 3 months and I would like to stay ahead of the curve and replace approximately 30 radios that we have previously budgeted for in order to maintain that level of service.
- Every day we get more kinks worked out of the technology adds in the elementary school. Getting the outdoor and new indoor digital signage working and the freezer sending email alerts when it's too warm are all just little things to get figured out and documented properly. We have a new PA, clock, door access, camera, security and AV system in that building and it's a continual learning processes.
- We have also started planning for next year's Chromebook program. The first 1:1 devices we purchased are coming due for replacement as well and are ironing out buyback or sale, policy, insurance, and management.
- Medium range projects also include new copy machines and we will be going out to bid on that in the Fall. We are also due for a new server and possibly the addition of a dedicated storage array.

Board Update

Oostburg School District: Buildings and Grounds

To: Board of Education
From: Peter Scheppmann
Date: 2-16-2018

- I have scheduled my annual Asbestos continuing education training, as per state requirements.
- We have once again scheduled Andre Fire Equipment to perform our district-wide annual fire extinguisher inspections per state code.
- J & H Controls is the school district's primary subcontractor for HVAC systems. We were waiting on the completion of the construction project, knowing there were major upgrades in the HVAC system at the elementary school. Now that this is completed we requested information and pricing on converting the last three of our 1998 Air Handling Units over to VFD's (variable frequency drives). All of the new construction has VFD's. Variable frequency drives provide an energy efficient method of controlling duct static pressure. The combination of reduced energy consumption and Focus On Energy rebates should result in a return on investment average of 5 years.
- We continue to monitor the attendance records for students that have the flu or are sick. We are doing well at this time and are keeping up the task of disinfecting surfaces daily. The custodial staff recently had a demonstration from one of our vendors on a new piece of equipment from Protexus that sanitizes and disinfects using an electrostatic spraying system. It is easy to use, fast and touchless. It kills norovirus, MRSA, cold and flu viruses. The cost for system is \$980.00 for the tool and tablets. This is NSF D2 certified food contact surface safe sanitizer.