

SCHOOL DISTRICT OF OOSTBURG
REGULAR MONTHLY BOARD MEETING MINUTES
High School Conference Room
April 17, 2019

- 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, Aaron White, Lucas Allen and Peter Scheppmann. Administrators absent: None. Others: Curt Bretall, Pam Rautmann, Chloe and Brianna Bruenig, Isabelle Fuentes de Rehm, Hannah Leaman, Hailey Simmons, Ashley Huibregtse and Halle Schwartz.
 - C. Proper posting of agenda was certified by Kris De Bruine.
 - D. Lemkuil made a motion, supported by DenBoer, to approve the agenda with the following changes: administering the Official Oath of Office moved to item IV and policy review tabled to the May meeting. Motion carried; unanimous.

- II. Public Letters / Comments – Chloe and Brianna Bruenig performed their instrumental piece from Solo/Ensemble. The Senior Destination Imagination team was introduced by Mr. Bretall, and then interacted with the board during their Improv Historical Figure performance.

- III. School Board President / Administrators Reports
 - A. Board President – No report.
 - B. Superintendent – Written report was provided.
 - C. High School Principal – Mr. Greupink updated the board on the district’s ACT goals and recommended an overload contract. Written report was provided.
 - D. Middle School Principal – Ms. Stengel reported that Forward assessments are in full swing in the middle school and elementary school, as well as the high school Aspire testing. Written report was provided.
 - E. Elementary School Principal – Mr. White updated the board on the hiring process for a new teacher at the elementary school. Confidential written report was provided.
 - F. Director of Special Education – Mr. DeRoos also reported on interview/hiring taking place in his department. Board Member Kretz asked a question about the grant that Mr. DeRoos wrote and was recently approved. Written report was provided.
 - G. Director of Finance/Personnel – Ms. De Bruine recommended the board’s approval of a new relationship for benefits consulting as well as the employee post retirement insurance proposal. Written report was provided.
 - H. Building and Grounds Coordinator – Mr. Scheppmann discussed the new elementary school gym floor completion and the future track resurfacing.
 - I. Technology Coordinator – Mr. Allen reported that he has just finished up with the new copier installation project. Written report was provided.

- IV. Kris De Bruine administered the Official Oath to board members Debbie Harmeling and Eric Hartman.

- V. Consent Agenda Items – Stokdyk 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 March 20, 2019
 - B. Personnel
 1. Approved the resignation of Emily Madson as high school English teacher
 2. Approved the resignation of Angela Ring as part time elementary school special education teacher
 3. Approved the resignation of Brandon Woepse as assistant JV football coach
 4. Approved the resignation of Rachel Wensink as 50% high school dance coach
 5. Approved the hiring of Tony Teunissen as assistant JV football coach
 - C. Finance
 1. Approved March Expenditures of \$2,081,248.79
 2. Approved March Receipts of \$2,162,089.19
 3. Approved March computer check numbers 10012874 - 10012905, wire numbers 201800162 - 201800188, ACH numbers 181900527 – 181900566, and manual check number 501704

- VI. Action Items
 - A. Motion by Lemkuil, supported by Hartman, to approve revised 66.030 agreement with Cedar Grove for shared Director of Finance/Personnel for 2019-20. Motion carried; unanimous.
 - B. Motion by Lemkuil, supported by DenBoer, to approve recommendation for benefit consulting services. Motion carried; unanimous.
 - C. Motion by Lemkuil, supported by Kretz, to approve 2019-20 Teacher Contracts. Motion carried; unanimous.

- D. Motion by Stokdyk, supported by Harmeling, to approve Extra Contract to John Rentmeester for overload for 2019-20. Motion carried; unanimous.
 - E. Motion by DenBoer, supported by Harmeling, to approve Extra Curricular Volunteer Assignments for 2019-20. Motion carried; unanimous.
 - F. Motion by Lemkuil, supported by Hartman, to approve buy out of employee's post-retirement health insurance coverage. Motion carried; unanimous.
 - G. Motion by Lemkuil, supported by Stokdyk, to approve alternative open enrollment into the district for 2018-19. Motion carried; unanimous.
 - H. Motion by Lemkuil, supported by Harmeling, to approve part-time open enrollment request for 2019-20. Motion carried; unanimous.
- VII. Topics for Discussion
- A. Legislative Committee Report – Mr. Bruggink reported that he and Ms. De Bruine would be testifying at the Joint Finance meeting on April 24th. He also discussed some of the potential bills that are coming from the Blue Ribbon Commission on School Funding.
 - B. Finance Committee Report – No report.
 - C. Buildings and Grounds Committee Report – No report.
 - D. Transportation Committee Report – No report.
 - E. Negotiations Committee Report – President Swart reported that the Negotiations Committee met and has a tentative agreement for board consideration.
 - F. Policy Committee – No report.
 - G. OCEF Report – Mr. Lemkuil reported that work has started for the fall raffle. He also mentioned that his term is ending soon, and the board will need new representation on the OCEF board.
 - H. Long Range Planning Committee Report – Mr. Bruggink provided an overview of facility needs at the high school, focusing specifically on the cafeteria, theater and gymnasium.
- VIII. Lemkuil made a motion, supported by DenBoer, to adjourn to closed session to discuss certified staff negotiations and for consideration of a specific personnel issue pursuant to Wis. Stats. §19.85(1)(c) and (f). Motion carried; unanimous (individual voice vote). Closed session began at 7:40 pm.
- IX. Lemkuil made a motion, supported by Harmeling, to reconvene into open session at 8:02 pm. Motion carried; unanimous (individual voice vote).
- X. Action items – closed session discussion
- A. Motion by Swart, supported by Stokdyk, to approve a 2.44% increase to the base wage of \$38,809.00 as defined in the 2018-29 School District of Oostburg Individual Teacher Contract. Motion carried; unanimous.
- XI. Future Board Meeting Dates: Regular Board Meeting – May 15, 2019, at 6:00 pm in the HS Conference Room.
- XII. Lemkuil made a motion, supported by Harmeling, to adjourn meeting. Motion carried; unanimous. Meeting ended at 8:08 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

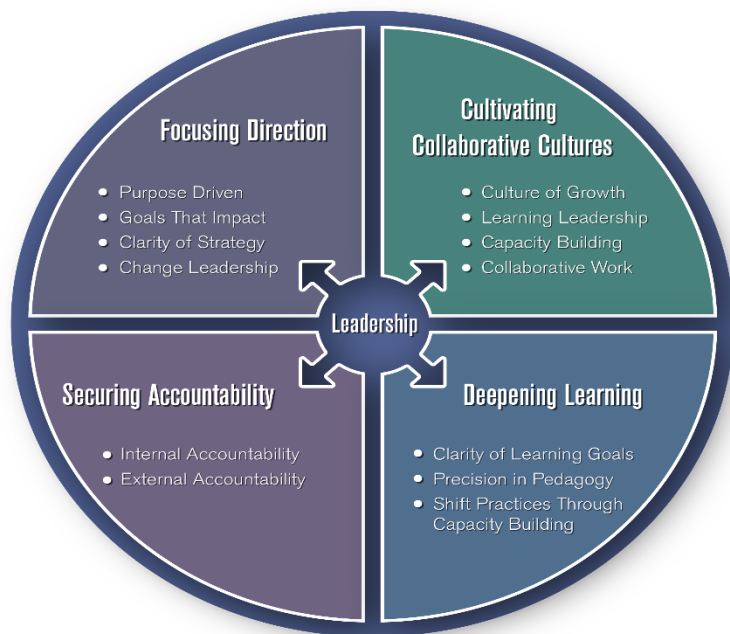
Oostburg School District

To: Board Members and Administration

From: Kevin Bruggink

Date: April 12, 2019

- Partnerships continue as we work with local business leaders and other area school districts in considering best practice in STEM related education along with a more specific focus on Industry 4.0 considerations. Our most recent meeting occurred this week and involved representatives from Sargento, Lab Midwest, Krier Foods, Inspire Sheboygan County, Random Lake School District, Kiel School District, and Elkhart Lake School District. We are in the early stages of examining learner competencies related to advanced manufacturing. Our vision includes a collaborative partnership between multiple small school districts and local businesses to provide additional career pathways for students.
- Our Long Range Planning Committee continues to meet with a focus on academic, communication, financial, and facility strengths and opportunities for improvement. Recent discussions with committee members has included capital needs related to high school cafeteria serving needs, theater upgrade considerations, gym floor replacement, HVAC needs, and how each of those relate to success in fulfilling our mission.
- We received the final assessment scores related to our district ACT goals. We are in the process of evaluating our composite results and appreciate the efforts of stakeholders that have positioned us as one of the top districts in the state in ACT composite scores. We continue to evaluate our efforts through the coherence framework below. This framework was developed by Michael Fullan and allows us to self-assess our strategic efforts in a comprehensive manner. We continue to see a *“high tide raises all ships”* impact where, along with our district goal progress, our cocurricular and extracurricular offerings are also growing in effectiveness. Areas like forensics, ROV, archery, and Destination Imagination are each experiences increased participation and success.



- I attended the WASDA Spring Superintendent Conference in Madison Wednesday evening through Friday. The conference included several keynote speakers focused on equity in education. I was also able to attend breakout sessions on legal issues for school leadership, school board governance best practice, communication tools for districts, and an update on the state budget.

Board Update

Oostburg High School

To: Board Members and Administration
From: Scott Greupink
Date: April 10, 2019

I am once again recommending Board approval of an overload stipend for John Rentmeester so that we can offer AP Statistics next year to as many as 38 students who have requested the course. We have tried hard over the last couple of years to really find ways to increase the number of seniors taking math because we feel it is extremely important in producing students who are ready for their futures in that area. Math is the most common area where students are not ready for college or technical training programs, and we feel strongly that the logical first step is to have the vast majority of our seniors taking math classes that continue to grow their skills. Our plan has been to offer this AP Statistics class every other year if the interest remains as high. At this point, it appears interest continues to grow. AP Statistics is quite valuable to a wide range of our students who plan to go to college. John has proven the ability to teach the class with a high level of success in terms of the students passing the AP test. (96% AP test pass rate the last time we offered the class. That is an off the charts AP pass rate result.) I would also like to point out that the value of this class to each student, if they pass the AP test of course, is about \$1000 in savings for 4 credits at a State system school. So roughly speaking, offering this class to our students is worth somewhere around \$35,000+ to our students if the pass rate remains about the same as two years ago. That seems to me to make the overload stipend a pretty good value to say the least.

We have been tracking all of our course requests for electives for the last seven years and this information promotes us a wealth of questions worth discussing on many levels. I thought you may find it interesting to see how student requests for AP classes have exploded in the last seven years, in part because we have increased the number of AP offerings. But of course, we also have increased the number of AP offerings because of the demand for that type of class is up as well. Plus, these courses are pretty central to our goals for the roughly 60% of our students who choose to be college bound. These courses provide a great vehicle to provide opportunities to ensure high levels of college readiness in students who are willing to take some of these courses. While the increase in AP offerings may have had a minor negative effect on our music and Spanish departments, that impact has been small. And to put this information in context, I should also point out that while we have eight AP offerings and 11 total dual credit/college prep electives, we also provide 32 non-college prep electives to serve all of our students.

	13-14	14-15	15-16	16-17	17-18	18-19	19-20
AP US History	0	0	20	27	20	15	11
AP Physics	0	0	0	0	0	15	19
AP Biology	24	19	11	11	31	31	32
AP Spanish	0	0	0	0	0	6	6
AP Stats	0	0	0	0	24	0	38
AP Calculus AB	10	15	16	24	19	15	22
AP Calculus BC	0	0	0	24	19	15	22
AP Computer Science	0	0	0	0	0	34	27
Totals	34	34	47	86	113	131	177

Board Update

Oostburg Middle School

To: Board of Education and Administration
From: Sherri Stengel
Date: 4/11/19

1. This is the time of year where we are caught between current year happenings and next year plannings. Nan Gabrielse has been an absolute blessing and has transitioned into the role of OMS Administrative Assistant rather seamlessly. With her being new and having a desire to do more on the scheduling side of things, she has worked with Jess Dekker from the high school and the two of them have a great jump start on the 19-20 OMS schedule. Elective sheets have gone out and planning, course offerings, and class sizes are being considered as we navigate that part of scheduling. This is all work that I typically started after school was out. I feel wonderful about where we are in the process of being ready for the 19-20 school year. A huge part of this is due to the help of both Keri Lauritsen and Nan Gabrielse.
2. Another part of the transition to next year involved our annual 5th grade transition day where current 5th graders join us at OMS to meet me, the 6th grade teachers, and to work with student council members to learn about different parts of the building, what a day in the life of a 6th grader looks like, and to take in advice related to how to make the transition from OES to OMS a smooth and successful one. Along with this, they are able to hear short performances from the 6th grade band and choir as 6th graders are required to take at least one music course their 6th grade year. This allows them to make a somewhat more informed choice about those electives and to hopefully create some excitement around music instruction at OMS. This transition day happened much earlier this year compared to previous years as Michael and Keaton wanted the opportunity to do instrument trials with all students and make instrument selections earlier so communication around summer band camp and logistics around instrument purchase or rental can happen much earlier with parents.
3. Statewide assessments are in full swing. Coming off the heels of ACT plus Writing and WorkKeys assessments for all juniors, all students in grades 3-8 recently started taking the Forward Exam in ELA and Math. In addition, 4th and 8th graders are also being assessed in Social Studies and Science, and 10th graders in Social Studies on the Forward. The window for the Aspire Early High School Summative Assessment opened this week and will be open through May 10th. All students in grades 9 and 10 will be taking this assessment in the areas of English, Math, Reading, Science, and Writing. Although the Aspire has been a part of our state testing requirements the past few years, it has never counted on the high school state report card for accountability purposes. This year, scores will be a part of the high school report card which means that some gap and growth scores will be reported out. This will be similar to what the elementary and middle school report cards have done with the Forward scores all along.

Board Update

Oostburg School District: Special Education/Pupil Services

To: Board Members and Administration
From: Bryce DeRoos
Date: April 11, 2019

- Last month I shared that we had not received the Transition Readiness Grant award (\$25,000 towards a vehicle to be used to help transport students to job placements and \$2,000+ towards transition training for special education support staff). Well, I was wrong. We received notification on Tuesday, April 9th, that we actually did receive the grant and we are very, very excited not only for the ability to purchase a newer vehicle, but more importantly, the funding for several of our support staff to attend a training on transition opportunities. The training consists of two days in the summer and then multiple additional virtual follow-up meetings throughout the school year.
- The week before spring break, we posted a position for our elementary intellectual disability program and since then, we have received 6 applications. This is compared to the 40 applications for the upper elementary position that was posted at the same time. This difference is even larger when you consider last year's posting for an elementary special education position drew 17 applications. These are difficult positions to fill, but we have some strong applications and we hope to complete our interviews by Monday afternoon. We will still need to post for a .5 FTE special education position and that will be done after we have filled our elementary position.
- We continue to experience new special education students enrolling in our district now and/or planning to enroll next year. We just had a high school student move from out of state two weeks ago and we will be having a new JK student start next week. Both of these situations are unique and both involve special education services. Our systems are set up to seamlessly transition students the best way possible and I am appreciative of the staff being able to welcome them to our school and start their services immediately.
- Just yesterday, we completed our first annual expanded Child Development Day. This new approach involved children as young as 6 months and as old as 4½ years. We had vision screening, birth-to-three screening, and staff from the Family Resource Center available to meet and talk with parents. In addition, our early childhood staff and speech and language therapists screened 20 children for developmental skills and abilities. A huge thank you to Melanie Wisse for all of her work in sending out letters, scheduling, setting up, and running the show yesterday.
- I am continuing to work on establishing clearly articulated systems in a number of areas and my role in Infinite Campus is an example. As Nan continues to take more responsibilities at OMS for scheduling and course set up, I am slowly transitioning over the problem-solving response to the school secretaries (Faith Mentink, Nan Gabrielse, and Terri Hengst). They now address most, if not all of the scheduling, courses development, and grading setup questions. I still work with them through some of the bigger questions/issues, but they are taking on significant responsibilities earlier in the process.

Board Update

Oostburg School District: Finance

To: School Board Members, Administrators

From: Kris De Bruine

Date: 4/10/2019

Cash Position:

	Current Year 3-31-19		Prior Year	
	Balance	Interest Rate	Balance	
OSB Checking	\$306,009.15	0.35%	\$28,623.56	0.35%
OSB Dental Acct	\$43,010.06	0.50%	\$44,356.97	0.35%
OSB Money Market	\$2,368,953.81	1.40%	\$3,174,330.78	1.10%
OSB Bond Acct	\$969,479.98	1.20%	\$501,311.10	0.90%
LGIP – Fund 46	\$476,721.27	2.47%	\$23.20	0.00%
OSB – VANCO acct	\$19,907.43	0.00%	\$32,102.03	0.00%
OSB – Officials acct	\$566.74	0.00%	\$1,882.79	0.00%
OBS – Referendum	\$51,117.84	1.00%	\$1,002,171.29	0.90%
PMA – Fund 46	\$1,320,224.04	various	\$817,430.79	various
Cash Boxes/Petty Cash	\$1,100.00	0.00%	\$300.00	0.00%
Paypal Cash	\$856.83	0.00%	\$856.83	0.00%
TOTAL CASH	\$5,557,947.15		\$5,603,389.34	
Fund 10/27 Cash	\$2,201,204.02		\$3,173,532.73	
Fund Balance (10/27)	\$1,993,344.18		\$2,763,082.68	

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

DPI Update:

- No DPI reports this month.

Human Resources Update:

- The action item to “buy out” an employee’s post-retirement benefit will be on this month’s agenda. I explained that in an earlier update, but if you have questions about that prior to the meeting, please let me know.
- I am recommending that the district establish a relationship with Associate Benefits and Risk Consulting (ABRC), for our benefits consulting relationship. We went through an extensive Request for Proposal (RFP) process and received five bids back. I spent time reviewing all of them and feel strongly that both The Horton Group and ABRC were our best choices. Due to a “conflict of interest” with the Horton Group, our attorney advised that we should accept the other proposal. I am confident in ABRC, as they are also my consultants in Cedar Grove. They have a specialty in Wisconsin K-12 School districts that will benefit both Kami and me. That is an action item on this month’s agenda as well.
- Our Open Enrollment meetings will occur the first two full weeks of May, which is right around the corner. I don’t have the actual rates back yet; however, I’m anticipating a single digit increase, so we are not looking into any plan design changes at this point. I will start working with Prevea on our biometric screens for August and September as well. That information will be provided to employees at the Open Enrollment time.

- In March, I attended the Accounting conference that my Business Management Official's association puts on in Madison. That is always an extremely valuable conference for me, with lots of break-out sessions on human resources and personnel topics, as well as finance driven topics. I appreciate the district allowing me to attend!
- Certified staff contracts and Extra Curricular Assignments are on the agenda for approval and will require board signatures. The contracts will list the base wages; however, all supplemental compensation will say "TBD" pending the results of the Performance Compensation ratings. When the ratings are completed, we will do an Addendum to each contract with the correct compensation package included based on their compensation ratings.

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: 4/9/2019

- Erate 471 has been filed which means we have selected services and hardware relating to internet and infrastructure. We gained a sizable increase in our bandwidth from 200 to 1000 for a bit less \$ per month, a few additional and replacement wireless access points, and some service needed on our internal fiber optic connections since their 2008 installation.
- We received our FCC license, installed our repeater and deployed 24 new handheld radios that allow us to reach anyone anywhere in the district buildings or grounds, including an all call feature for emergencies. I had been a longtime skeptic of handheld radios with the popularity of cell phones, and other communication devices we have in the district, but there is a reason that police don't rely solely on their cell phones. Handhelds make the wearer or carrier instantly reachable at the push of a button.
- Printers and copiers are 80% installed. There was a bit of trouble with 2 of the copiers not being compatible with our environment. They will be delivered on the 16th.
- We completed a project to comply with an administrative guideline to insert a student signature into student emails composed from Gmail, including, name and grade.