

SCHOOL DISTRICT OF OOSTBURG – **not yet approved**  
REGULAR MONTHLY BOARD MEETING MINUTES  
High School Conference Room  
May 15, 2019

- I. Meeting called to order at 6:00 p.m. by President Jim Swart.
  - A. Pledge of Allegiance.
  - A. 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: members and coordinators of the ROV team and a high school vocal quartet.
  - B. Proper posting of agenda was certified by Kris De Bruine.
  - C. DenBoer made a motion, supported by Harmeling, to approve the agenda with the exception of eliminating Section IV, Item B2. Motion carried; unanimous.

II. Public Letters / Comments – Presentation by ROV team and performance by high school vocal quartet

Meeting suspended to move into the Reorganization meeting at 6:31 p.m.

Meeting continued after the Reorganization meeting at 6:46 p.m.

III. School Board President / Administrators Reports

- A. Board President – Mr. Swart read a thank you letter from Cathy Fuentes.
- B. Superintendent – Mr. Bruggink reported that the district was recently awarded a \$72,000 grant from the Bruce Krier Foundation and made note of the other grants the district has received in recent years. He also updated the board regarding a recent meeting that occurred with Bray Architects and Jos. Schmitt Construction to examine needs at the high school, provided information on a new display that Mr. Allen facilitated to recognize progress toward district goals, and commented on the very nice high school and middle school concerts. Written report was provided.
- C. High School Principal – Mr. Greupink recommended the hiring of Ryanne Gainey as high school English teacher. Confidential written report was provided.
- D. Middle School Principal – Ms. Stengel thanked Steve Herzog for his many years as the middle school Athletic Director; she also commented on the very well performed middle school concert. Written report was provided.
- E. Elementary School Principal – Mr. White recommended the hiring of Jodi Dowe as a 5<sup>th</sup> grade teacher. Written report was provided.
- F. Director of Special Education – Mr. DeRoos recommended the hiring of Gloria Capetillo as elementary school special education teacher. Confidential written report was provided.
- G. Director of Finance/Personnel – Written report was provided.
- H. Building and Grounds Coordinator – Mr. Scheppmann commented on the retirement of Cathy Fuentes and the need to hire a replacement.
- 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 April 17, 2019

- B. Personnel

- 1. Approved the resignation Steve Herzog as middle school athletic director
- 2. Approved the resignation of Avery Leidall as middle school forensics coach
- 3. Approved the resignation of Craig Keller as 8<sup>th</sup> grade girls basketball coach
- 4. Approved the hiring of Ryanne Gainey as high school English teacher
- 5. Approved the hiring of Jodi Dowe as elementary school fifth grade teacher
- 6. Approved the hiring of Gloria Capetillo as elementary school special education teacher
- 7. Approved the hiring of Isabel Fuentes de Rehm as part time elementary school custodian
- 8. Approved the hiring of Brian Bruggink as JV football coach
- 9. Approved the hiring of Jennifer Spindler as middle school cross country coach

- C. Finance

- 1. Approved April Expenditures of \$894,185.30
- 2. Approved April Receipts of \$266,927.32
- 3. Approved April computer check numbers 10012906 - 10012942, wire numbers 201800189 - 201800213, and ACH numbers 181900567 – 181900635
- 4. Approval of resolution to allow Business Manager to designate fund balance at fiscal year end to meet district needs based on GASB rules

- V. Action Items
  - A. Motion by Lemkuil, supported by Harmeling, to approve current year tuition waiver out of the district for 2018-19. Motion carried; unanimous.
  - B. Motion by Lemkuil, supported by Kretz, to approve open enrollments into and out of the district for 2019-20 with the amendment to deny one of the transfers in per policy. Motion carried; unanimous.
  - C. Motion by Lemkuil, supported by DenBoer, to approve recommendation from Food Service Coordinator for no increase to hot lunch and milk prices for 2019-20. Motion carried; unanimous.
  - D. Motion by DenBoer, supported by Harmeling, to approve support staff compensation for 2019-20. Motion carried; unanimous. Swart and Lemkuil recused themselves from the vote.
  - E. Motion by Lemkuil, supported by Harmeling, to approve annual contract with CESA 7. Motion carried; unanimous.
  - F. Motion by Lemkuil, supported by Hartman, to approve WIAA 2019-20 membership renewal. Motion carried; unanimous.
  - G. Motion by Harmeling, supported by Lemkuil, to approve Education for Employment Plan – PI-26. Motion carried; unanimous.
  
- VI. Topics for Discussion
  - A. Legislative Committee Report – No report.
  - B. Finance Committee Report – Mr. Lemkuil reported on a recent meeting with Mr. Bruggink and Ms. De Bruine to review the district’s financial position.
  - C. Buildings and Grounds Committee Report – No report.
  - D. Transportation Committee Report – No report.
  - E. Negotiations Committee Report – No report.
  - F. Policy Committee –
    - 1. 1<sup>st</sup> read on the following board policies: 1130, 1213, 1400, 1422, 1662, 2260, 2270, 2420, 2700.01, 3120, 3122, 3139, 3140, 3143 (delete), 3213, 3230, 3362, 3430.01, 4122, 4213, 4230, 4362, 5111, 5112, 5113, 5114, 5310, 5341, 5500, 5512, 5517, 5600 (delete), 5610, 5724 (delete), 6150, 6220, 6235, 6440, 6520, 7440, 7440.01, 8330, 8407, 8410, 8420, 8462, 8462.01, 8510, 9130 and 9150
  - G. OCEF Report – Mr. Lemkuil provided an update on the raffle fundraiser.
  - H. Long Range Planning Committee Report – Mr. Stokdyk reported on the last meeting where academic, financial and communication goals, along with high school facility needs, were discussed.
  
- VII. Lemkuil made a motion, supported by Hartman, to adjourn to closed session to discuss negotiations with administrative staff pursuant to Wis. Stats. §19.85(1)(c). Motion carried; unanimous (individual voice vote). Closed session began at 7:35 pm.
  
- VIII. DenBoer made a motion, supported by Harmeling, to reconvene into open session at 8:47 pm. Motion carried; unanimous (individual voice vote).
  
- IX. Action items – closed session discussion
  - A. Motion by Hartman, supported by Harmeling, to approve administrative increase recommendations for 2019-20 and 2020-21. Motion carried 5-2 with Kretz and Stokdyk dissenting.
  
- X. Future Board Meeting Dates: Regular Board Meeting – June 19, 2019, at 6:00 pm in the HS Conference Room.
  
- XI. Lemkuil made a motion, supported by Harmeling, to adjourn meeting. Motion carried; unanimous. Meeting ended at 8:51 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: May 10, 2019  
Re: District Update

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- Our May board meeting will include a presentation by our National Champion ROV team coached by Terry Hendrikse, Robert Boenisch, and Bryan Lammers. Congrats to everyone on the team for earning an opportunity to compete for a world championship this summer.
- In addition to the policies already forwarded to our policy committee, we have included a first read to Policy 3430.01 which deals with FMLA. The adjustment we are recommending is in relation to use of personal days within the FMLA statutory language. I will communicate with Deb and Mari regarding this recommendation so they can share with the board. This recommendation is the result of our most recent meet and confer meeting with the OEA.
- The last several weeks have included in-depth work with our vertical curriculum teams. Amy Bares has been facilitating spring meetings where teacher teams are examining Aspire and ACT results in specific testing areas. For example, our reading team met and looked at questions which assessed key ideas with explicit detail in prose fiction. The teams looked at assessment questions on the 8<sup>th</sup> grade Aspire and junior ACT and discussed differences in the questions and the types of instructional scaffolds necessary to move our students to our district goal benchmarks and beyond. This team work is occurring after the school day since our regularly scheduled professional development time on early release and inservice days had to be converted into instructional days due to our wonderful Wisconsin winter. I appreciate the flexibility and focus of our teacher teams as they rearranged their schedules to come together during these times.
- Kris and I attended the recent Joint Finance Committee hearing in Green Bay and provided written testimony in support of specific areas of the proposed budget which relate to public education. The focus of our testimony centered on the fact that Oostburg remains one of the lowest spending districts in the state. Bipartisan support for AB 835, which was passed into law in the last legislative session, provided revenue limit relief for low spending districts like Oostburg. It is important that the benefits of that legislation continue to be realized in the next biennial budget. We are optimistic that will be the case as AB 835 had strong bipartisan support. The context for continued legislation to address revenue limit inequities is clear when we consider that a district similar in size to Oostburg, operating at the state average revenue limit, would realize an additional \$1,500,000 annually to serve their students. The fact that this example uses average funding levels provides a glimpse into this significant problem. The education landscape has becoming increasingly competitive with schools competing for students, staff, grant dollars, and public support. The revenue limit disparities will continue to be a focus in our discussion with local and state level legislators to ensure our students and other community stakeholders are provided opportunities which are similar to their counterparts in other areas of the state.
- Although our funding is in the bottom 10% of schools in our state, our student performance, as measured by our district ACT goals, remains in the top 5% of the state. Last year our students ranked 21<sup>st</sup> out of 424 schools in ACT composite score and we just received our results for 2019 and anticipate a ranking in the top 10 (top 2%). Our return on investment data, which compares per pupil spending with student achievement, has us clearly at the top of all county schools and in the

top 5 (top 1%) in the state. We celebrate the hard work of our students and staff and the support of our community in achieving these outcomes.

- Our next Long Range Planning meeting is scheduled for May 13. I plan to include facilities update information during that meeting along with a discussion related to individual meetings I have been having to discuss communication and next steps in meeting some of our most pressing needs.
- Now that we have a finalized agreement with certified staff, Kris and I are working on recommendations related to support staff. We may be in a position to provide a recommendation in that area during our May meeting and have included that topic on our agenda. We are working through some comparable information which could require a delay until June. I am in a similar position in relation to administrative compensation and have included that topic on the agenda in the event we are ready to provide a recommendation. As we have in past years, comparable information has been a primary source in developing our recommendations.
- Our agenda does include approval of WIAA membership for '19-'20. This is a formality as you may recall that several years ago the WIAA eliminated membership dues but still requires formal board action for membership.
- Approval of the Education for Employment Plan – PI-26 is also on our action item agenda. You can locate this plan on our district website at <http://oostburghighschoolcounseling.weebly.com/academic-and-career-planning.html>

# Board Update

## Oostburg Middle School

**To:** Board of Education

**From:** Sherri Stengel

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

**Date:** 5/10/19

1. Yesterday Kris and I received a letter of resignation from our long standing Middle School Athletic Director, Steve Herzog. Steve has served as the OMS AD for more than 20 years. I would like to personally thank Steve for his work with coaches, referees, and area districts to make our middle school extracurriculars run smoothly and in the best interest of students. Steve has agreed to work with his replacement and me to ensure a smooth transition in this process. We will be posting the position and are hoping to fill it in the next few weeks.
2. As Aaron indicated in his update, the window for our end of the year benchmark testing using the Aspire Interim assessment opened this week Monday and will close on Friday of next week. This is the assessment where the core teachers base their student learning objectives (SLO's) for the year, and the same assessment that our school wide goals are based on to determine if students are on track to meeting our district goal related to college and career readiness as measured by the ACT. We traditionally have based our goals for students on benchmarks for readiness that ACT Aspire established. Since our district goal is to have students beyond that national benchmark, Amy Bares spent a lot of time in the Fall calibrating new "on track" benchmarks for us so we have a better idea of how students are progressing toward our district goal. I am anxiously awaiting scores to see how we are progressing toward these new benchmarks. To prepare for these assessments, teachers communicate these benchmarks with students, look at prior scores with them, and set goals for the current assessment. After all scores are collected, I will be meeting with teams to see if SLO's were met for the year. The most important part of these discussions is the focus on what worked well this year, in terms of strategies for student learning, and what needs to be readjusted for next year to continue a cycle of continuous improvement for both students and staff.
3. Important end of the year dates for OMS (Feel free to join us!):
  - a. Spring Concert: May 13th at 7pm
  - b. 5th grade Transition Night: May 21st from 3:45-7:30pm
  - c. 8th Grade Recognition Ceremony: June 6 at 6pm

# Board Update

## Oostburg Elementary School

To: Board Members and Administration

From: Aaron White

Date: April 26, 2019

Re: Board Update

- As we move into May, there are a series of exciting events going on and opportunities to open our doors to parents and the community. Our Kindergarten classes have hosted their talent shows, which offer a chance for the students to share their special skills and abilities. Our 1st grade students put on their annual Spring Play. The students learned songs, short skits, and showcased some public speaking. In both instances, the parents and grandparents have been in the building to be part of the audience, which is a great way for teachers to showcase student learning and continue to build the connection between home and school. Later this month, our 2nd grade students will be putting on their Summertime Cafe. The cafe is a great way for kids to plan out and execute a large event, while working as a team, and speaking with peers and adults. Our 3rd grade students have been working on gathering information about famous individuals, creating a platform to present the information, and sharing with their peers. This activity allows for creativity and a chance to work on presenting to an audience. Finally, the 4th and 5th grade classes have been working on designing rockets and launched them on Friday. Mr. Bretall and Ms. Klimek-Rychtik worked with the students on how to use measurement tools, adjust design principles, and work with variables.
- Over the month of May, the 3rd, 4th, and 5th grade students will be taking their final Aspire tests of the year. Classroom teachers have been reviewing the benchmark goals, expected growth scores, and past results to help work with students on goal setting. The results from this series of assessments, for some grade levels, will provide data, trends, and patterns that will inform their team's SLO. I will be meeting with grade level teams to discuss these SLO's before the end of the year and set a course for next school year's learning.

# Board Update

## Oostburg School District: Finance

To: School Board Members, Administrators  
From: Kris De Bruine  
Date: 5/8/2019

### Cash Position:

	Current Year 4-30-19		Prior Year	
	Balance	Interest Rate	Balance	
OSB Checking	\$155,218.29	0.35%	\$274,207.62	0.35%
OSB Dental Acct	\$21,142.88	0.50%	\$39,103.53	0.39%
OSB Money Market	\$1,953,317.00	1.40%	\$2,226,922.29	1.14%
OSB Bond Acct	\$970,499.93	1.20%	\$501,712.84	0.94%
LGIP – Fund 46	\$477,696.68	2.49%	\$23.23	1.73%
OSB – VANCO acct	\$11,856.27	0.00%	\$10,134.94	0.00%
OSB – Officials	\$2,246.74	0.00%	\$4,347.88	0.00%
PMA – Fund 46	\$1,320,839.64	Various	\$1,002,974.40	0.94%
OSB – Referendum	\$19,560.25	0.7325%	\$818,946.01	Various
Paypal Cash	\$856.83	0.00%	\$856.83	0.00%
Cash Boxes / Petty Cash	\$250.00	0.00%	\$300.00	0.00%
TOTAL CASH	\$4,933,484.51		\$4,879,529.57	
Fund 10/27 Cash	\$1,890,077.67		\$2,439,174.72	
Fund Balance (10/27)	\$1,781,118.10		\$2,404,600.06	

- An updated (through April) 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:

- The DPI Open Enrollment Application period for school attendance for 19-20 has expired and it is now time for the Board to approve those applications. As we've experienced in recent years, we have several more in's than out's. I will have the details of those applications for you at the meeting Wednesday night.

### Finance Update:

- May is the month where we approve prices for next year's hot lunch prices. Our income statement in Fund 50 is tighter this year than prior years due to the construction project; however, it is still strong. As a result, Michele and I are recommending NO increase in lunch prices for 19-20. (ES \$2.60, MS/HS \$2.90 and adult/visitor \$3.55)
- As in prior years, I am asking for the Board to give me the discretion to assign fund balance at the end of the fiscal year. This allows me to segregate fund balances for encumbrances (19-20 Purchase orders that have been completed). By "assigning" these amounts, it removes the amount from the more publicized "unassigned fund balance" on our fiscal year end audited financial statements.

### Human Resources Update:

- **Insurance update** - Our open enrollment period for insurance changes is currently underway.

# 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:** 5/8/2019

- This month has been heavy on the project management side again in preparation for summer, including the committed projects under the erate program.
  - 300 + replacement chromebooks
  - Room AV for HS 121,123 and art
  - Adobe re-deployment
  - HS and MS camera upgrades
  - Fiber re-termination in HS
  - Upgrade select wireless access points
- I have also taken a step back to take a long look at job descriptions and duties between the IT Manager (my role) and Technology Integrator and how to best position myself to support the district through the support and project management and oversight of all the technology, systems and software plus gauge the need for curricular support and innovative use using tech tools and ideas, and seek opportunities for additional grant and outside/cultural opportunities that can provide real-world experiences for students and staff.