

BOARD MEETING AGENDA  
REGULAR BOARD MEETING  
MIDDLE SCHOOL GYMNASIUM  
[www.oostburg.k12.wi.us](http://www.oostburg.k12.wi.us)

April 21, 2021, immediately following the Special Board Meeting

*Oostburg School Board policy requires facial coverings over the mouth and nose while inside district buildings.*

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
  - E. Administer Official Oath to newly elected board members
  
- 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
  - A. ROV team presentation
  
- 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. Special board meeting of March 17, 2021
    2. Monthly board meeting of March 17, 2021
  - B. Personnel
    1. Approval of the hiring of Elisabeth Eberspacher as high school English teacher
    2. Approval of the hiring of Caitlin Dreier as middle school math teacher
    3. Approval of the resignation of Jacalyn Hickmann as middle school math teacher
    4. Approval of the hiring of Allison Paluchniak as middle school math teacher
  - C. Finance
    1. Approval of March Expenditures of \$1,891,727.43
    2. Approval of March Revenue of \$2,341,843.40
    3. Approval of March computer check numbers 10013835 - 10013863, wire numbers 202000221 – 202000248 and 202000252, and ACH numbers 202100506 - 202100549
  
- V. Action Items
  - A. Consider approval of change to facial covering requirement
  - B. Consider approval of one-time adjustment to long term substitute rate
  - C. Consider approval of Wellness Committee review of Policy 8510
  - D. Consider approval of Teacher Contracts for 2021-22
  - E. Consider approval of alternative open enrollment and tuition waivers into and out of the district for 2020-21
  
- 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)(c) and (f)

- A. Discuss virtual student academic performance
- B. Consideration of performance compensation model lane adjustment
- C. Consideration of certified staff base wage initial proposal for 2021-22
- D. Consideration of support staff compensation
- E. Discuss administrative contracts

VIII. Action Items from Closed Session Discussions

- A. Consider approval of Negotiations Personnel Committee recommendation for performance compensation model lane adjustment
- B. Consider approval of Negotiations Personnel Committee recommendation for certified staff base wage initial proposal for 2021-22
- C. Consider approval of Negotiations Personnel Committee recommendation for support staff compensation increase for 2021-22

IX. Future Board Meeting Dates: Regular Board Meeting – May 19, 2021, 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 HEARING. THERE MAY BE A TIME FOR PUBLIC COMMENT 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: April 16, 2021

- Our overall case counts since September 1st include:
  - 1 known positive case this week.
  - Current numbers include 32 staff positives and 82 student positives since the beginning of our school year.
  - 21 individuals are in official quarantine as of Friday, April 16. This is an increase from 14 quarantines last week.
- The negotiations/personnel committee of the board is scheduled to meet with the Oostburg Education Association at 5:30 pm before the regular board meeting to consider base wage negotiations. In addition, the committee will consider compensation model structure for certified staff and support staff wages. The regular board meeting will include action items for potential committee recommendations which are ready for full board action.
- Our regular board meeting will begin with a formal hearing pursuant to Wis. Stat 117.11-13 to consider a proposed request for reorganization of district boundaries. The legal description of the territory is parcel #59006062051 located at N1891 Cty Rd CC Cedar Grove, WI, 53013. The request is for detachment of this property from the Cedar Grove-Belgium School District with attachment to the Oostburg School District. Cedar Grove-Belgium's board has formally denied this request and the owners have appealed that decision to the Department of Public Instruction.
- Wellness Policy 8510 has been reviewed by a committee which includes staff, board members, parents and students. The committee has determined that we are currently in compliance with all policy provisions. The committee is not recommending policy changes at this time.
- With a relatively full agenda for this month we were not planning an extensive update related to our building project. Work is currently on schedule and within budget. We are updating our financial overview regularly to include philanthropic support, and change order status. Please reach out if you would like an update in this area.

# Board Update

## Oostburg Middle School

To: Board Members and Administration  
From: Sherri Stengel  
Date: April 19, 2021

### **Resignation**

On the board agenda, there is an item related to the resignation of Jaci Hickmann as an OMS math teacher effective the end of this school year. Mrs. Hickmann has been an integral part of the OMS staff and vertical math team, and will certainly be missed by students and staff alike. Along with her teaching duties, she will leave behind multiple extracurricular vacancies, including the OMS athletic director.

Since we already had a math position posted on WECAN for Ms. Thrune's position, we conducted interviews for Mrs. Hickmann's vacancy from the same candidate pool.

### **Long Term Substitute**

Another agenda item relates to the approval of Deb Kneser as a long term substitute for 7th grade science and social studies. Mrs. Kneser is a licensed teacher in science and works at the university level, training future superintendents, administrators, and teachers. I'm excited for Deb to join us as she has the passion, experience, and expertise in the exact position she is filling. This position will be effective from 5/3/21 through the end of the school year. I'm optimistic that such a fit will maximize student learning during the last 5-6 weeks of the school year compared to filling the position with someone not certified.

### **Recommendations for Hire**

Based on the resignations of Jaci Hickmann and Aimee Thrune, I'd like to recommend that the board approve the hiring of Allie Paluchniak and Caitlyn Dreier.

Ms. Dreier is a Port Washington native and graduated from Lakeland University in January with a major in Middle Childhood-Early Adolescence Education (Grades 1-8) with a minor in mathematics. She has since that time done a couple of long term substitute teaching jobs in math and special education. While she doesn't have a lot of experience as a teacher, her interview revealed a strong understanding of the intertwined nature of planning, instruction and assessment. Reference checks from her student teaching placements were highly complementary. One reference said that she has had student teachers before, but what stood out to her with Caitlin is from day 1, she just knew what to do and never sat idle. She had instinct which she said is rare for young student teachers

Ms. Paluchniak is earning a Masters of Education from Concordia University in Physical Education, Adaptive Physical Education, Health and Coaching in grades K-12 in June 2021. She has covered several long-term substitute positions at OHS and OMS this school year. While Allie does not have a minor in mathematics, she understands teaching, learning, and is a lifelong learner herself. As a former Oostburg graduate, she has seen the growth the district has made since she graduated and wants to be a part of our mission. Allie brings with her a passion for learning, connecting with students, and collaborating with adults to maximize student potential.

# Board Update

## Oostburg School District: Finance

To: School Board Members, Administrators

From: Kris De Bruine

Date: 4/12/2021

### Cash Position:

	Current Year 2-28-21		Prior Year	
	Balance	Interest Rate	Balance	
OSB - Checking	\$137,262.13	0.35%	\$273,948.91	0.35%
OSB - VANCO	\$13,622.13	0.00%	\$3,989.77	0.00%
Cash Boxes / Petty Cash	\$250.00	0.00%	\$850.00	0.00%
OSB - Dental Acct	\$3,194.91	0.16%	\$10,689.42	0.00%
OSB - Officials	\$4,547.74	0.00%	\$3,292.94	0.00%
OSB - Money Market	\$3,410,480.20	0.65%	\$3,111,881.36	1.00%
OSB - Bond Acct	\$841,960.83	0.45%	\$1,372,359.79	0.82%
OSB - Capital Imp	\$1,251,074.74	0.45%	\$0.00	1.00%
PMA - Capital Imp	\$1,340,647.26	Various	\$1,354,465.09	various
LGIP - Capital Imp	\$1,989.77	0.06%	\$486,422.92	1.14%
OSB - Referendum	\$7,153,419.41	Various	\$0.00	0.00%
TOTAL CASH	\$14,158,450.12		\$6,617,900.20	
Fund 10/27 cash	\$3,291,565.74		\$3,078,424.71	
Fund Balance (10/27)	\$3,221,271.13		\$2,988,521.23	

- 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:

- Open Enrollment for our health insurance will occur the first two full weeks of May, which is right around the corner. Kami does the majority of the work in relation to communicating with the insurance providers in terms of employee selections. We are not making any changes to the plans offered or the contribution percentages. I have not had very good service from USI (formerly Associated Benefits); the main contact that impressed me during the conversion from HUB has retired. I would like to move our relationship again to a firm that also represents many of the districts surrounding us. I will update the board at the meeting on my selection.
- Certified staff contracts are on the agenda for approval and will require board signatures. The contracts are completed as if the board approves the recommended changes to the performance compensation model, as well as the negotiated base wage increase we discussed last month. If either of those do not get approved, we will redo the contracts with whatever does get approved.

- Kevin and I have a recommendation for Support Staff, Substitutes and Summer School pay increases for 21-22. We will be reviewing the information with the Negotiations/Personnel Committee on Wednesday. We are recommending a 50 cent increase with a few exceptions for those that are not comparable to market.
- I've attached a copy of the Compensation Ladder with the proposed changes that we are considering at both the Negotiations/Personnel committee and board meeting. If you have questions before then, please let me know. I'd be happy to meet to explain the changes.

# 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, Ashley Hinze

**From:** Lucas Allen

**Date:** 4/19/21

- Coordinating the technology aspects of the HS building project has been and will be my main focus through completion
- I have spent weeks consolidating thousands of lines of inventory information into a single spreadsheet to be brought in to our new asset tracking and helpdesk software. I was able to get some assistance out of the gate, however filling in the remainder of the blanks means recalling where funding came from, when it was purchased, who was in which room when the asset was installed in the old ES classroom and where that went, etc. We are at a point where the data could be imported, however the more info we can enter from the start, the better our reporting, tracking and inventory control will be from here on out. The next steps will be training and then a physical inventory of our district assets.
- New Chromebooks have been deployed to the Elementary school K-3. I'm working through insurance coverages and credits/new contracts for the 320 new units.