

SCHOOL DISTRICT OF OOSTBURG – **not yet approved**  
REGULAR MONTHLY BOARD MEETING MINUTES  
Middle School Gymnasium  
April 21, 2021

- I. Meeting called to order at 6:12 p.m. by President Jim Swart.
  - A. Pledge of Allegiance waived due to prior Special Board Meeting.
  - 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 DeBruine, Scott Greupink, Sherri Stengel, Aaron White and Ashley Hinze. Administrators absent: None. Others: Peter Scheppmann, Lucas Allen and several community members.
  - B. Proper posting of agenda was certified by Kris De Bruine.
  - C. Stokdyk made a motion, supported by Lemkuil, to approve the agenda. Motion carried; unanimous.
  
- II. Public Letters/Comments
  - A. Chris Wolfert, Jessica Hoitink, and Adam Brill thanked the board for the facial covering requirement and recommended continuing through the rest of the school year.
  - B. Jessica DeGroff, Brian Ten Haken, Megan Mentink, Jacob DePagter, and Ryan Davies requested that the board discontinue the requirement to wear facial coverings.
  
- III. School Board President / Administrators Reports
  - A. Board President – No report.
  - B. Superintendent – Mr. Bruggink discussed the building project as well as potential donors for the project. He also referenced the impacts of the discontinuation of virtual learning as a parent option as well as his recommendation to continue the facial covering requirement through the end of the school year. Written report was provided.
  - C. High School Principal – Mr. Greupink recommended the hiring of Elisabeth Eberspacher as a high school English teacher starting next year.
  - D. Middle School Principal – Ms. Stengel recommended the hiring of Caitlin Dreier and Allison Paluchniak for middle school math positions. Written report was provided.
  - E. Elementary School Principal – Mr. White commented on the state testing going on at OES.
  - F. Director of Special Education – No report.
  - G. Director of Finance/Personnel – Written report was provided.
  - H. Building and Grounds Coordinator – Mr. Scheppmann commented on the construction project as well as the disinfection work being done by the custodial staff district-wide.
  - 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. Special board meeting of March 17, 2021
    - 2. Monthly board meeting of March 17, 2021
  - B. Personnel
    - 1. Approved the hiring of Elisabeth Eberspacher as high school English teacher
    - 2. Approved the hiring of Caitlin Dreier as middle school math teacher
    - 3. Approved the resignation of Jacalyn Hickmann as middle school math teacher
    - 4. Approved the hiring of Allison Paluchniak as middle school math teacher
  - C. Finance
    - 1. Approved March Expenditures of \$1,891,727.43
    - 2. Approved March Revenue of \$2,341,843.40
    - 3. Approved March computer check numbers 10013835 - 10013863, wire numbers 202000221 – 202000248 and 202000252, and ACH numbers 202100506 - 202100549
  
- V. Action Items
  - A. Motion by Hartman, supported by Lemkuil, to approve elimination of the mask mandate as of June 9<sup>th</sup>, and that a mask requirement cannot be reinstated without board action in connection to a state or federal mandate. Motion carried; 6-1 with Kretz dissenting.
  - B. Motion by Harmeling, supported by DenBoer, to approve one-time adjustment to long term substitute rate. Motion carried; unanimous.
  - C. Motion by Harmeling, supported by Lemkuil, to approve Wellness Committee review of Policy 8510. Motion carried; unanimous.
  - D. Motion by Kretz, supported by Lemkuil, to approve Teacher Contracts for 2021-22. Motion carried; unanimous.
  - E. Motion by DenBoer, supported by Kretz, to approve alternative open enrollment and tuition waivers into and out of the district for 2020-21 with the exception of one that does not meet cap requirements. Motion carried; unanimous.

- VI. Topics for Discussion
- A. Legislative Committee Report – Mr. Stokdyk and Mr. Bruggink gave an overview of the meeting with Legislators Katsma and Vorpagel.
  - B. Finance Committee Report – No report.
  - C. Buildings and Grounds Committee Report – No report.
  - D. Transportation Committee Report – No report.
  - E. Negotiations Committee Report – Negotiations meeting was held tonight prior to the board meeting. The meeting will be reviewed in closed session as the board considers initial proposals to the OEA.
  - F. Policy Committee – No report.
  - G. OCEF Report – Mr. Greupink reported that OCEF has awarded additional grants for school projects, as well as firmed up the Tenpas and Acuity donations for the building project.
  - H. Long Range Planning – No report.
- VII. Lemkuil made a motion, supported by Harmeling, to adjourn to closed session per state statutes 19.85(1)(c) and (f) to
- 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
- Motion carried; unanimous (individual voice vote). Closed session began at 7:01 pm.
- VIII. Lemkuil made a motion, supported by Stokdyk, to reconvene into open session at 8:52 pm. Motion carried; unanimous (individual voice vote).
- IX. Action items – from closed session discussion
- A. Motion by Kretz, supported by Harmeling, to approve Negotiations Personnel Committee recommendation for performance compensation model lane adjustment. Motion carried; unanimous.
  - B. Motion by Stokdyk, supported by DenBoer, to approve Negotiations Personnel Committee recommendation for certified staff base wage initial proposal for 2021-22. Motion carried; unanimous.
  - C. Motion by DenBoer, supported by Kretz, to approve Negotiations Personnel Committee recommendation for support staff compensation increase for 2021-22. Motion carried; unanimous (Swart and Lemkuil recused).
- X. Future Board Meeting Dates: Regular Board Meeting – May 19, 2021, 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 8:56 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 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.