

SCHOOL DISTRICT OF OOSTBURG – **not yet approved**  
REGULAR MONTHLY BOARD MEETING MINUTES  
High School Theater  
November 17, 2021

- 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 (via video) and Jack Stokdyk. Board members absent: None. Administrators present: Kevin Bruggink, Kris DeBruine, Scott Greupink, Terry Hendrikse and Ashley Hinze. Administrators absent: Sherri Stengel. Others: Peter Scheppmann and Lucas Allen.
  - C. Proper posting of agenda was certified by Kris De Bruine.
  - D. Lemkuil made a motion, supported by Harmeling, to approve the agenda. Motion carried; unanimous.
  
- II. Public Letters / Comments – None
  
- III. School Board President / Administrators Reports
  - A. Board President – Mr. Swart read a note from Michele Dulmes and the food service team which thanked the board for their support. He also handed out the review form for the Superintendent, giving instruction to board members to write comments to be included in the review at the January meeting.
  - B. Superintendent – Mr. Bruggink thanked all involved with the Veterans Day celebrations; many thanks were given by the Veterans in attendance. He then informed the board on the work that the Lead Team is doing, including work with Initiative One. He also reported on the 5 star–Significantly Exceeds Expectations rating that the district received on the annual report cards that were recently released statewide along with top 10 in the state student growth data. OSD’s uncommon results were highlighted in a Milwaukee Journal Sentinel article on 11/18/21. Written report was provided.
  - C. High School Principal – Mr. Greupink commented on the mentor program at the high school. Written report was provided.
  - D. Middle School Principal – Written report was provided.
  - E. Elementary School Principal – Mr. Hendrikse updated the board on significant behavioral issues that are requiring substantial levels of staff support. The common theme in the behavior issues is the link with trauma experiences for the child outside of school. Written report was provided.
  - F. Director of Special Education – Ms. Hinze commented on the PATH counseling program which is currently understaffed; we have a waiting list for spots with the counselors at all levels. The behavioral needs mentioned in Mr. Hendrikse’s report are evidence of the need for this type of support. She also commented on the first placement of a high school student through the transition program; the student is working at Simply Earth. Written report was provided.
  - G. Director of Finance/Personnel – Ms. De Bruine commented on challenges moving to WiseFinance, DPI’s complete conversion in financial data transmission. Written report was provided.
  - H. Building and Grounds Coordinator – Mr. Scheppmann gave a construction update. Mr. Swart commented on how well the Girls Varsity game went in the Middle School gym, thanking all involved in making it work. Written report was provided.
  - I. Technology Coordinator – Mr. Allen commented on the network upgrade, which has been causing problems. He is spending a significant amount of time working through concerns in this area. Written report was provided.
  
- IV. Consent Agenda Items – Lemkuil made a motion, supported by Hartman, to approve all consent agenda items. Motion carried; unanimous.
  - A. Approved the minutes of the following school board meetings:
    - 1. Monthly board meeting of October 20, 2021
  - B. Personnel
    - 1. Approved the hiring of Doug Hall as Community Resource Officer
  - C. Finance
    - 1. Approved October Expenditures of \$1,959,028.45
    - 2. Approved October Receipts of \$799,936.73
    - 3. Approved October computer check numbers 10014124 - 10014163, wire numbers 202110079 – 202110111, with the exception of 202110107-202110108 which are November issues, and ACH numbers 212200173 - 212200261
  
- V. Action Items
  - A. Motion by Stokdyk, supported by Hartman, to approve 2022-23 school calendar. Motion carried; unanimous.
  - B. Motion by Stokdyk, supported by Hartman, to approve 2023-24 school calendar. Motion carried; unanimous.
  - C. Motion by Harmeling, supported by Hartman, to approve science trip to the Galapagos Islands in July 2023. Motion carried; unanimous.

D. Motion by Lemkuil, supported by DenBoer, to approve alternative open enrollment applications and current year tuition waivers into and out of the district for 2021-22. Motion carried; unanimous.

VI. Topics for Discussion

- A. Legislative Committee Report – Mr. Bruggink reported on a few of the bills that recently passed, including one on financial transparency. He also noted that there is a new bill being circulated to extend Open Enrollment for anyone that has issues with how their district is handling COVID protocol. Both he and Ms. DeBruine let the legislators know that this option is already available for students under the Alternative Open Enrollment program. Mr. Bruggink thanked the legislators for mental health support and continued to advocate for more help in this area.
- B. Finance Committee Report – No report.
- C. Buildings and Grounds Committee Report – No report.
- D. Transportation Committee Report – No report.
- E. Negotiations Committee Report – No report.
- F. Policy Committee – No report.
- G. OCEF Report – Mr. Hartman reported that Ms. Peg Lemkuil joined the committee. He also reported on their “Night of the Arts” fundraising event that is being planned. They will be using the Flying Dutch Media team to help them develop marketing material.
- H. Long Range Planning – No report.

VII. Future Board Meeting Dates: Regular Board Meeting – December 15, 2021, at 6:00 pm in the Middle School Cafeteria.

VIII. Lemkuil made a motion, supported by Harmeling, to adjourn meeting. Motion carried; unanimous. Meeting ended at 6:46 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



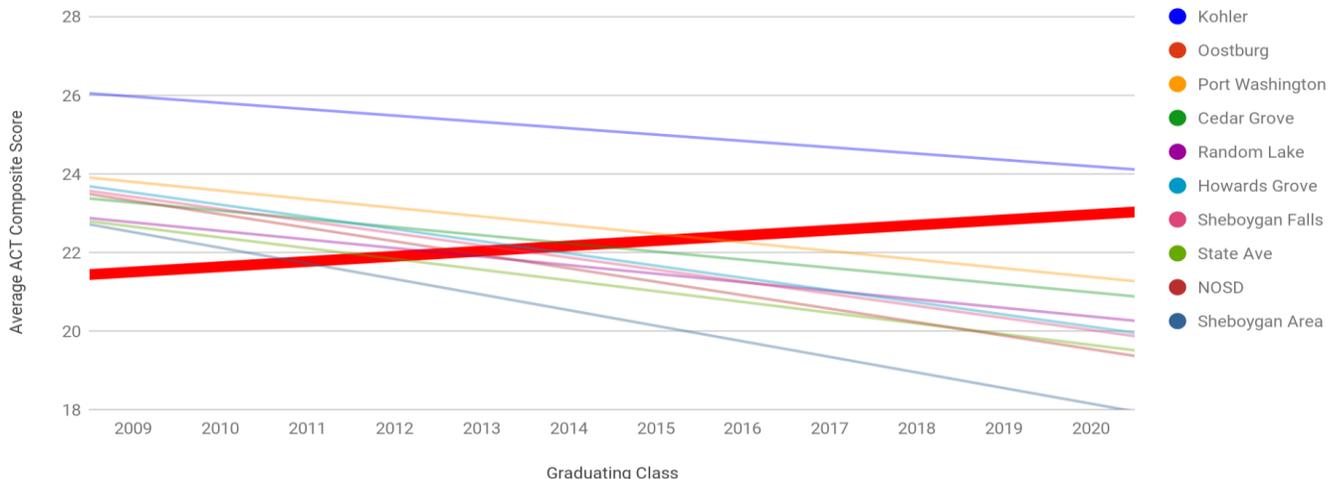
To: Board Members and Administration

From: Kevin Bruggink

Date: November 12, 2021

- Our community came together this week to celebrate our veterans during special programs at the high school on Monday and elementary school on Thursday morning. After a year's absence we are grateful for the opportunity to continue the strong tradition of learning about and honoring our local veterans. Our choir, band, student council and 5th grade students took the lead throughout the week. Thank you to all involved and thank you veterans!
- In recent updates I have been sharing evidence of what we have described as “uncommon OSD student learning results.” Although we share this information with our board during monthly meetings, we recognize that few members of our community attend those meetings and see the evidence we share to support our claim of uncommon levels of learning. The graph below shows specific evidence of the progress we have made toward our academic goals around the college and career readiness standards (CCR). CCR standards represent our board adopted academic goals, and although we progress monitor student learning in many ways, the summative assessment of our progress includes the state-wide ACT test given to all juniors in Wisconsin. The reason all comparable schools below (except OSD) show a sharp drop in ACT composite scores is directly related to when Wisconsin required all students to take the ACT. Prior to that requirement only a portion of most high school students took the ACT and most often that portion was college bound, generally scoring higher on the test. Our mission includes, “*all students learning at high levels*” and the fact that our ACT composite has continued to rise when we brought all students into the data group is affirming and provides clear evidence that our impact is growing. DPI will publicly release the next state report cards (which are currently embargoed but we have reviewed the preliminary results) on Tuesday, Nov. 16. I look forward to sharing additional information which shows the same level of uncommon impact on student learning reflected in our state report card data.
- A delay in glass for the entries and fitness center resulted in use of some winter conditions contingency funds in order to enclose the addition. Temporary heat will begin late next week which will allow the project to continue moving forward with painting and finishes. We anticipate glass arrival during the last week of November and into early December.

**ACT Composite Score Ave for Graduating Classes in Neighboring Districts**



- Our November agenda includes approval of calendar drafts for both '22-'23 and '23-'24. The primary change in the calendar is a proposed start after Labor day in both school years. We are legally not allowed to start school prior to September 1st and since that date falls on a Thursday and Friday respectively, beginning after Labor Day makes sense. You will notice that the calendars continue to prioritize our investment in a collaborative culture where learning teams come together to focus on results. Our inservice and early release days are a part of the structure which allows some of that important work to continue. That contributes to the commitments we work toward as an organization. I am including those commitments below for context as they are a finer grain of how we work toward our mission of all students learning at high levels. They are also commitments which guide us when we are faced with our most challenging and complex decisions:
  - *We accept **learning** as the fundamental purpose of our school and therefore are willing to examine **all** practices in light of their impact on learning.*
  - *We are committed to working together to achieve our collective purpose. We cultivate a **collaborative culture** through the development of high-performing teams.*
  - *We assess our effectiveness on the basis of **results** rather than intentions. Individuals, teams, and schools seek relevant data and information and use that information to meet the needs of students and to promote our continuous improvement.*
- I would also like to share some of our most recent professional learning occurring within our Lead Team. We have been listening to, reading about, and discussing work from [InitiativeOne](#), an organization I highlighted in previous board updates. During our last Lead Team meeting we talked about organizational turnover and trust accelerators. The discussion was engaging since many of the principles shared are things we believe in yet areas where we benefit from greater clarity around how the principles can increase our impact on student learning. A few key takeaways from our discussion include:
  - *“Drama can be defined as involving 5 people in a 2 person issue.”*
  - *“Toxic leaders build little coalitions.”*
  - *“Discomfort always exists in organizations. The question is whether that discomfort will be under the table or above the table.”*
  - *“Insecure leaders tend to shuffle around the edges of an issue and hope the person on the other end of the discussion connects the dots to what really needs to be said.”*

Investing in each other, regardless of role (teacher, admin, support staff), and expanding our leadership skill set is how we improve our collaborative culture and grow our impact. It has been energizing to move back into a space where we can engage in more of this work after the pandemic forced us into professional learning which was directed primarily around reworking operational systems required during COVID.
- Administrative contract renewal provisions include several statutory requirements around notification timelines. I have shared a legal brief on those timelines with Board President Jim Swart as a reminder of those approaching annual dates.
- Our October board meeting included board discussion around recommendations and support for various extra and cocurricular activities. Following that meeting, Jim Swart and I worked on clarifying the criteria used to evaluate recommendations around that area of programming. The list below includes the primary factors used to determine whether a recommendation for new programming may be brought before the board:
  - *How does the proposed addition contribute to our mission of all students learning at high levels?*
  - *To what extent does the proposed addition support our essential learning standards?*
  - *Are there concerns around sustainability of the program beyond a particular cohort of students?*
  - *What are the budget implications of this addition in both the short and long term?*
  - *Is there a district value add which is not directly related to learning yet should be considered?*
  - *Are there any Title IX implications to be considered?*
  - *Are there liability / insurance issues factored into a decision*
- We continue to update our [website COVID dashboard](#) daily and are pleased to report that our quarantine numbers are at their lowest levels since mid-September.

# Board Update

Oostburg High School

To: Board Members and Administration  
From: Scott Greupink  
Date: November 4, 2020  
Re: Monthly Updates—November

Last year, because of the need to cohort during the pandemic, we could not have a large gathering style lunch hour. It was just impossible to do so with the distancing requirements and ability to track exposures. So, as a result we lost two pretty important things that were attached to our lunch hour structure—interventions and our mentor program.

Our mentor program really serves two purposes. The first, and more overt, purpose is that the mentor program plays a pretty important role in the process of supporting students in career exploration and developing a plan to prepare for a career in meaningful ways. The secondary goal may be of nearly the same importance but it sort of happens as a result of doing the first purpose well. The secondary goal is to create a caring relationship for every student in the sophomore class with an adult who supports them and cares about their current success and future plans. We have found that once that relationship is in place, it tends to last well into the rest of the student's career at OHS. We often hear teachers say, "Oh, she was one of my mentor students.", and it is pretty obvious that our mentor students are not just another student to us because we have worked with them on a much more individual level over time to support them in planning for their futures.

Over time, we have tried to evolve and grow both the Academic and Career Planning process as well as the role the mentors can play in facilitating that process. We have learned from our experiences, and we have modified things to make it more effective. One big problem we identified a couple of years ago was that if a student is to take full advantage of some really valuable high school opportunities, they have to start developing their career interests earlier in the HS careers. This is especially true for our non-college bound students. The best example is that there are some really valuable learning opportunities available to high school students in Youth Apprenticeships and Co-ops during their junior and senior years. For example, we have junior boy right now who is working for a local contractor in a co-op. It is a great learning opportunity and the company is really investing in this young man to help him learn the craft and grow. In fact, his grandfather said to me recently that he feels his grandson has learned as much in this semester in the co-op as he personally learned on the job in his first two years of doing the same sort of work. My point is, none of this can happen if a student like this young man does not seriously explore careers in their freshmen year, and then also does some shadowing and research to increase their understanding in their sophomore year. If they do those things, however, they can be set up to take full advantage of all the classes we offer that prepare them for their careers, and also take advantage of these great on the job learning experiences.

In a desire to address this timeliness issue, last year we started having students do a major career exploration project in the freshmen health classes. It was basically the same process that mentors led in the past. Every freshmen takes health, so we could catch them all early in the year. The structure and expectations of a class also created some advantages. The project included selecting two careers based in their aptitudes and interests, exploring the job market in those careers and the lifestyle realities of the career, and then researching the required preparation programs and what entry into those programs required. And this health class project concluded with one on one presentations by every student to an adult following a script to illustrate what they learned in these important areas of their exploration.

Our currently designed mentor program for sophomores will pick up the process where the health class project concluded. We believe we have enough staff members involved so we will be able to have just two students per mentor. With just two students to support and guide, we can really dig in and make a difference. Our job as mentors will be to push students to strengthen the weak areas of their previous work, to evaluate if they are on-track in their plan in an honest way, and to guide and support them in executing the plan. We will meet twice a month during the lunch hour from November thru April, with the basic goal of keeping the process moving forward. Most students do not seem to do this on their own, so we know the mentors are critical.

During the in-service on November 5<sup>th</sup>, we will share the plan with our mentors and “train” them on the role we hope they can play with the two students ultimately they will select. It may not be a perfect plan or program, but I do feel we are getting better in this area of creating college and career ready students.

# Board Update

Oostburg Middle School

To: Board Members and Administration

From: Sherri Stengel

Date: November 12, 2021

- 1. Shout out to my colleagues on the administrative team and our district lead team:** After a week filled with opportunities to reflect and grow as we navigate the very difficult work of growing ALL students through best practice, collaboration and intentionality, I'd be remiss to not give a shout out to some of our district leaders. I am so grateful to work in a district that is constantly striving to get better. We are a learning organization where teams of adults feel comfortable challenging each other's thinking and the way we do things, all for the sake of getting better at our craft and ultimately, impacting students and their learning in positive ways. We have a vision for where we are headed. While the work isn't always easy and comfortable, I can confidently say that I continue to learn and grow, even after 20 years in the profession. In speaking with other educators, our work here is uncommon and I feel so fortunate to be a part of it!
- 2. Rapid Cycle Evaluations:** Speaking of continuously learning and growing, our teacher evaluation model changed slightly this year. Rather than evaluating teachers over the course of a school year very broadly, this year's process involves working with each teacher who is in their formal observation year on a specific area that they want to improve. We discussed what it will look like when they are doing that successfully and then I try to provide specific feedback around that area when I observe. At our post observation discussion, we come up with a specific plan for improvement in that area between observations. While hesitant regarding how this new system would work, I am finding this small tweak to be really helpful and rewarding in growing teachers. Our conversations are more focused and a concrete step toward improving is set for the next time.

# Board Update

## Oostburg Elementary School

To: Board Members and Administration  
From: Terry Hendrikse  
Date: November 12, 2021

### **Busy time at OES:**

I have quickly learned November is a very busy time for the students and staff at OES. Report Cards were due on 11/9, conferences are taking place on 11/11 and 11/17, the Book Fair is in full swing, and our school is gearing up for the holiday season. There is a level of excitement and anticipation mixed with some fatigue amongst the staff. The long Thanksgiving break will be greatly appreciated starting on Nov 24th and having the day off before Thanksgiving couldn't come at a better time.

### **On The Mend:**

This past week, OES has seen a significant decrease in student and staff illnesses as the number of students visiting the nurse for flu and cold-like symptoms has drastically decreased and absences are down. There also has been no positive COVID cases reported at OES for the entire week compared to 2-3 new cases reported per day several weeks ago. The distancing protocols along with hand washing and cleaning high touch surfaces seem to be working and it feels we are moving in a positive direction. With COVID vaccination now available for all of our students five years old and up, there is a sense of relief for some of our families who have been anxious about their children being in school around their peers without the choice of being vaccinated.

### **Veteren's Day Program:**

The fifth grade teachers and students put together a really powerful Veteran's Day program on Thursday, November 11, for about 40 veterans from the Oostburg community. The HS student council prepared and served breakfast in the cafeteria before making our way to the OES gym. The program was led nearly exclusively by the 5th grade students who shared stories, songs, poems, and gave each veteran handwritten letters. This was my first OES Veteran's Day program and beyond being extremely impressed and proud of everyone involved, I began to understand the importance of connecting our mostly elderly veterans with our youth so the history, stories, and their legacy can be passed onto the youth of OES. A special thank you to Jodi Dowe, Ann Hand, Erin Hoffmann, Deanna Karrels, Steve Herzog, Julia Pearson and Joel Debbink for making this program so special.

# Board Update

## Oostburg School District: Director of Special Education

To: Board Members and Administration  
From: Ashley Hinze  
Date: November 12, 2021

- **PATH:**

PATH has been a tremendous resource for our district as the need for mental health support continues to rise. We are continuously evaluating our current openings to assure we have enough “spots” at each level to meet our student needs. Like many businesses, PATH is struggling to fill positions, leaving our district currently one therapist short. Each therapist typically supports approximately 7 students.

Our current number of students supported at each level are as follows:

Elementary is currently FULL with 7 slots filled

Middle School/ High School (Sharing one counselor) is FULL with 7 spots filled

As we plan for the hopefully soon hire of a third therapist, we have a running waitlist that consists of three students at the elementary school, five students at the middle school, and three students at the high school. PATH continues to work extremely hard to fill our open position, however, the shortage in trained and licensed individuals is an unfortunate reality.

- **DVR Partnership**

Our partnership with the Department of Vocational Rehabilitation (DVR) continues to grow as we support our student population that is approaching age 18 and beyond. One of the main goals is to bolster this partnership, working together around barriers for job trials for students. Pre-COVID, this process was much more fluid, however, right now it is difficult for our families to secure, resulting in gaps of services, if any at all. One service DVR provides is placements for students identified with intellectual disabilities to trial jobs for both immediate and post-secondary employment. My hope by our intentional push to collaborate will increase access to outside services for our students, as well as eliminate most, if not all, gaps.

In an effort to break down some immediate barriers, we have looked at already established special education van routes and found spots we could support and bolster this experience. Starting next week we will have one student join an already existing route two times per week to receive transportation to their place of employment. This will be no additional cost to our budget, as this route was already established and this child meets special education criteria.

- **Vacant Aide Position**

We still have no applications for our part time one on one aide position. I have reached out to numerous individuals, all who did not apply for the position itself, but have received no responses.

# Board Update

## Oostburg School District: Finance

To: School Board Members, Administrators

From: Kris De Bruine

Date: 11/11/2021

### Cash Position:

	Current Year 10/31/21		Prior Year	
	Balance	Interest Rate	Balance	
OSB - Checking	\$123,944.98	0.35%	\$193,945.05	0.35%
OSB - Credit Card clearing	\$6,587.98	0.00%	\$4,585.07	0.00%
Cash Boxes / Petty Cash	\$250.00	0.00%	\$100.00	0.00%
OSB - Dental Acct	CLOSED		\$3,546.54	0.13%
OSB - Officials	CLOSED		\$5,633.94	0.00%
OSB - Money Market	\$1,294,241.35	0.65%	\$1,070,314.15	0.65%
OSB - Bond Acct	\$20,370.15	0.25%	\$307,695.43	0.45%
OSB - Capital Imp	\$2,065,341.79	0.50%	\$702,299.78	0.45%
PMA - Capital Imp	\$1,348,970.12	Various	\$1,340,436.98	Various
LGIP -Capital Imp	\$0.01	0.00%	\$486,969.43	0.10%
PMA - Referendum	\$1,044,032.03	Various	\$7,500,802.56	Various
TOTAL CASH	\$5,903,738.41		\$11,616,328.93	
Fund 10/27 cash	\$1,098,881.44		\$1,092,983.66	
Fund Balance (10/27)	\$1,071,814.75		\$1,034,183.00	

- An updated (through October) report is attached as a separate document. The budget is also included in that same report. Please let me know of any questions or concerns.

### DPI Update:

- The changes to the budget that were approved at the October board meeting have been changed in the accounting software. The Annual Budget Report as well as the Special Education Budget report need to be sent to the DPI; however, the whole reporting software for DPI is being revamped. I'm spending time trying to figure that new system out so the budget reports can be uploaded. More to follow on this change!
- The tax levy certification was completed for DPI and the notifications were mailed or delivered to each of the municipalities. Thanks to Kami for her help with this.

### HR Update:

- I met with a representation of Prevea Health to review our aggregate biometric results. Our staff and their spouses and dependents over 18 continue to do very well on this screen; the vast majority of our employees have already received their \$500 HSA contribution as their wellness bonus. For the few that did not pass, they are able to receive their bonus if they do some wellness activities on Prevea's Living Healthy website. Two employees have already completed those and received their bonus as a result. Our staff health continues on a very good trend; however, our loss ratio on our insurance continues to be higher compared to peer information. I continue to look for ways to drop that. Our new broker, Dan Mongoven from Horton Group, has been helpful in that work. We will continue to look at options going forward for the districts health coverage.
- It's been fun getting to know Doug Hall. He will be a great addition to the team!

# Board Update

## Oostburg School District: Technology

**To:** Members of the Oostburg School District Board

**CC:** Kevin Bruggink, Scott Greupink, Terry Hendrikse, Sherri Stengel, Peter Scheppmann, Kris DeBruine, Ashley Hinze

**From:** Lucas Allen

**Date:** 11/12/21

- I have been working through the purchasing process for the ECF fund/grant. Pricing has changed since the initial quotes. We have until June 30<sup>th</sup> to spend these dollars.
- A new networking core was installed a week ago. This was less than a smooth transition and stole my week. Today I spent time reprogramming 50 wireless access points after a failed migration to a new network controller, which should have been a very straightforward process.
- I'm still working through Chromebook device insurance. After the ECF purchase adding 1:1 K -2 we will have 1000 Chromebooks. Each batch of devices has a different insurance end date and I'm trying to consolidate this the best I can.
- We are almost set on our yearly Microsoft subscription. Last year we were paying about \$5600, the new license model would have placed us near \$9200 / year for the same products. We had a new license agreement in September but that ended up being a mistake by our reseller. Microsoft refunded our purchase, revoked the license and we are now settled at or near what we were paying last year with a new reseller. We will be purchasing the Office licenses perpetually instead of paying yearly.
- Progress of the website, mobile app, internal communication, new datacenter host has been put on hold.

# Board Update

## Oostburg School District: Buildings and Grounds

To: School Board

From: Peter Scheppmann

Date: November 12, 2021

- We have concluded the outside work for yet another season and are preparing for the arrival of winter. Presently we are reviewing our winter needs, including snow removal, sidewalk salt, additional entrance area floor mats, increased time for scrubbing floors, performing maintenance and inspections on all heating systems, etc. These items will prepare us for the snow and colder temperatures.
- On the custodial side of the buildings and grounds department, we are performing our normal daily classroom cleaning and hard surface disinfecting of spaces. We are also continuing to use the Clorox Total 360 disinfecting spraying system on a rotational bases in all spaces in each building for added protection against Covid-19 and the common cold and flu germs.
- The construction project is moving along very well. The mechanical contractor is installing fire dampers in the HVAC ducting in the two old gym locker rooms that will be turning into theater dressing rooms. We have been moving out items that we temporarily stored there until other areas in the building were completed. We will then come back and do a thorough cleaning top to bottom, including all restroom and shower areas and the space that will be used for theater makeup and dressing.