

SCHOOL DISTRICT OF OOSTBURG – **not yet approved**
REGULAR MONTHLY BOARD MEETING MINUTES
High School Conference Room
April 20, 2022

- 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 DeBruine, Scott Greupink, Sherri Stengel, Terry Hendrikse and Ashley Hinze. Administrators absent: None. Others: Peter Scheppmann.
 - C. Proper posting of the agenda was certified by Kris DeBruine.
 - D. Lemkuil made a motion, supported by DenBoer, to approve the agenda. Motion carried; unanimous.
 - E. Kris DeBruine administered the Official Oath to Eric Hartman and Debbie Harmeling.

- II. Public Letters / Comments – Rick Hartman read a note from Shannon Brill regarding his son’s positive experiences with administrators, teachers and a high school mentor.

- III. School Board President / Administrators Reports
 - A. Board President – Jim Swart read a thank you from Sharon Richardson Community Hospice, as well as retirement letters from Steve Brill, Brian Nyenhuis and Vicki Swart.
 - B. Superintendent – Mr. Bruggink commented on the sponsorship guide and its relationship to promoting our district for future development in the community. Written report was provided.
 - C. High School Principal – Mr. Greupink recommended two hires for the 2022-23 school year. Confidential written report was provided.
 - D. Middle School Principal – Ms. Stengel reported on her staffing changes for 2022-23. Written report was provided.
 - E. Elementary School Principal – Mr. Hendrikse commented on the new math curriculum selection as well as his recommendation for an additional Kindergarten teacher beginning in 2022-23. Written report was provided.
 - F. Director of Special Education – Ms. Hinze commented on the iBake cart and the donations received for it. She also recommended an additional special education teacher at the elementary school based on increased needs at that level. Written report was provided.
 - G. Director of Finance/Personnel – Ms. De Bruine provided information about the health insurance renewal. Written report was provided.
 - H. Building and Grounds Coordinator – Mr. Scheppmann reported on work with the science team regarding disposal of older chemicals; additionally, he commented on roofing issues at the elementary school. Written report was provided.
 - I. Technology Coordinator – Written report was provided.

- IV. Consent Agenda Items – Kretz 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. Negotiations committee meeting of March 16, 2022
 2. Monthly board meeting of March 16, 2022
 - B. Personnel
 1. Approved the retirement of Brian Nyenhuis as middle school teacher at the conclusion of the 2021-22 school year
 2. Approved the retirement of Stephen Brill as middle school teacher at the conclusion of the 2021-22 school year
 3. Approved the resignation of Edgar Torres as middle school teacher and athletic director at the conclusion of the 2021-22 school year
 4. Approved the hiring of Jennifer Hahn as high school Spanish teacher
 5. Approved the hiring of Michael Travia as middle school/high school vocal music teacher
 - C. Finance
 1. Approved March Expenditures of \$1,594,281.73
 2. Approved March Revenue of \$3,049,803.33
 3. Approved March computer check numbers 10014279 - 10014331, wire numbers 202110216 - 202110252, and ACH numbers 212200554 - 212200630

- V. Action Items
 - A. Motion by Kretz, supported by Lemkuil, to approve district sponsorship guide. Motion carried; unanimous.
 - B. Motion by Harmeling, supported by Kretz, to approve additional kindergarten teacher position for 2022-23. Motion carried; unanimous.
 - C. Motion by Kretz, supported by Hartman, to approve additional elementary school cross categorical special education teacher for 2022-23. Motion carried; unanimous.
 - D. Motion by Lemkuil, supported by DenBoer, to approve Teacher Contracts for 2022-23. Motion carried; unanimous.

- E. Motion by Harmeling, supported by Kretz, to approve Extra Curricular Volunteer Assignments for 2022-23. Motion carried; unanimous.

- VI. Topics for Discussion
 - A. Legislative Committee Report – Stokdyk reported that the legislative session is now done. 801 bills were brought forward, 393 were approved by the legislature and 213 were signed by the Governor. Mr. Bruggink reported that he continues to meet with Sheboygan County Superintendents regarding legislative issues.
 - B. Finance Committee Report – No report.
 - C. Buildings and Grounds Committee Report – No report.
 - D. Transportation Committee Report – The Otte Bus contract arrived today.
 - E. Negotiations Committee Report – The committee met with the Oostburg Education Association prior to the board meeting.
 - F. Policy Committee –
 - 1. 2nd read on the following board policy: 8510. Motion by Harmeling, supported by Kretz, to approve the adoption of this policy. Motion carried; unanimous.
 - G. OCEF Report – Hartman reported on the recent meeting. They received a lot of positive comments regarding their OCEF Celebration of the Arts and he thanked Scott Greupink and his music team for all the hard work that went into it. He also commented on the positive addition of Peg Lemkuil to the committee.
 - 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 consider building project stipend and consider certified staff base wage initial proposal for 2022-23. Motion carried; unanimous (individual voice vote). Closed session began at 7:14 pm.

- VIII. Lemkuil made a motion, supported by Harmeling, to reconvene into open session at 7:55 pm. Motion carried; unanimous (individual voice vote).

- IX. Action items – from closed session discussion
 - A. Motion by Den Boer, supported by Lemkuil, to approve recommendation of Negotiations Personnel Committee for certified staff base wage initial proposal for 2022-23. Motion carried; unanimous.
 - B. Motion by Kretz, supported by Hartman, to approve stipends for referendum related work as discussed.

- X. Future Board Meeting Dates: Annual Reorganization Meeting and Regular Board Meeting – May 18, 2022, at 6:00 pm in the High School Conference Room.

- XI. Lemkuil made a motion, supported by Harmeling, to adjourn meeting. Motion carried; unanimous. Meeting ended at 7:57 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 14, 2022

- Congratulations to HS ID teacher, Jodi Hilbelink, for her selection as an Excellence in Education Award recipient for the Eastern Wisconsin region. In addition to Jodi's selection, Oostburg was also represented by the following finalists: Nancy DeJong, Curt Bretall, Deanna Karrels, Brittany DeTroye, and Ashley Holzer. Finalists were selected from a group of 560 overall nominations. Twenty-seven school districts partnered with WFRV Channel 5 News in Green Bay to recognize exceptional school employees in this new program called the "Eastern Wisconsin Excellence in Education" awards. The program allowed parents, students, community members, and staff to nominate deserving school employees in the following categories:
 - Innovation in work - How has the employee demonstrated innovation in his/her work area?
 - Culture creator in the work environment - How has the employee gone above and beyond in creating a positive school culture?
 - Social/emotional well-being - How has the employee impacted the social/emotional well-being of students and/or the school environment?
 - Community involvement - How has the employee positively impacted the community?
 - Student connection - In what ways has the employee built positive relationships with students?
- Kris joined me in attending the annual Oostburg Chamber of Commerce banquet held at Breaking Bread on Wednesday evening. Chamber President Ed Hurlbutt from Oostburg Lumber turned over the presidency to Eric Glewen from Oostburg State Bank. We also heard from Brian Doudna, the executive director of the Sheboygan County Economic Development Corporation. Mr. Doudna focused on the labor force challenges and specifically how housing availability impacts the ability of any organization to attract new talent. Kris and I believe it is important to stay connected with the Chamber of Commerce as we work together to keep Oostburg strong as a great place for families.
- I attended my first InitiativeOne Transformational Leadership session in Green Bay on Tuesday. There are five (5) more sessions this spring followed by 3 additional sessions next fall. I look forward to updating the board on my learning.
- I am including draft #4 of the sponsorship/naming rights booklet I referenced and included in my last update. Please provide input around this booklet as I would like to bring a final version to the board for approval during our May board meeting.
- Our April agenda does include a closed session to discuss negotiations and building project stipend recommendations.

Board Update

Oostburg Middle School

To: Board Members and Administration

From: Sherri Stengel

Date: April 15, 2022

1. A lot has happened over the past couple of weeks at OMS in terms of staffing. To say we have some moving pieces in the building in terms of what next year is going to look like is an understatement.

Three staff members have plans to resign from their positions at the end of the school year; two of these via retirement.

Edgar Torres resigned from both his teaching and athletic director responsibilities effective at the end of the 21-22 school year. Edgar also does real estate and plans to focus his time and energy on this. I'm so very grateful for the few years that Edgar has worked at OMS and wish him the best!

OMS will lose two long standing staff members with the retirements of Brian Nyenhuis and Steve Brill. Both men have been a staple in the school for decades. Their presence and dedication to the students, staff, and larger community are attributes that will not be forgotten. I am so grateful for the opportunity I've had to work with both of these gentlemen over the course of my past 20 years in the district. They have touched the lives of so many and will certainly be missed.

2. Both Mr. Nyenhuis and Mr. Brill's vacancies for the 22-23 school year have been posted. Although the positions were posted separately, most applicants that we have received have applied for both positions. Due to this reality, we will be having one interview committee select candidates for both positions. I have been impressed with the candidate pool so far. We are holding our first round of interviews on Monday.

Board Update

Oostburg Elementary School

To: Board Members and Administration
From: Terry Hendrikse
Date: April 14, 2022

Consider approval of additional kindergarten teacher position for 2022-23:

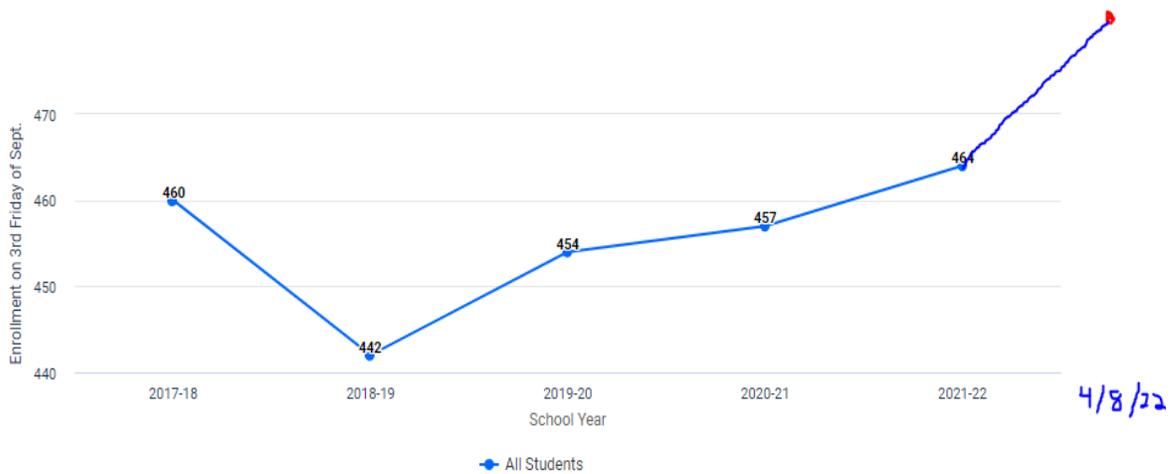
Hiring an additional teacher in order to add a 4th section in kindergarten for the 22-23 school year has been added to this month's board agenda as an action item. This addition has been well discussed and researched with various stakeholders and we feel it is necessary for maintaining a high level of student learning. I ask for your support in passing this motion. The 22-23 kindergarten grade (current JK class) is currently large and has several students with behavior and academic concerns. Unlike JK, kindergarten classes do not have full time adult aides in the classroom and managing a large class of five year old students presents several unique challenges not experienced in the upper elementary grades. Grade level numbers are carefully monitored from year to year and class sections could be reduced if numbers and behaviors fall within manageable ranges for the 23-24 academic year and beyond.

According to our records and front office personnel, there are always a handful of new students joining OES in the late spring/summer and the majority of these additions enter into JK and kindergarten. We would not be surprised if a handful of other kindergarten students joined in the next few months through open enrollment, home school students opting public school, or families moving into the district. These anticipated additions are not included in the table below and would push the total number of students in next year's kindergarten class past 70. Coincidentally, I am touring a homeschool family with a kindergarten student next Tuesday and if they decide to attend it would already put next year's kindergarten class at 70 students. The numbers below show the current enrollment anticipated for next year's kindergarten class along with additional students we know will be joining the class.

OES is growing

Current JK Students	63
Known incoming students	7
JK repeats / Transfer out	1
Anticipated Kindergarten students for next school year.	69

This year so far, the enrollment at OES has increased from 464 at the 3rd Friday count to 481 as of Friday, April 8th. Reviewing attendance records and talking with several individuals who have been here for a long time suggests this might be the largest student enrollment we have ever experienced. Looking back, I have given tours to six different families in the past three months, with my latest being Tuesday, April 12 to a homeschool family from Gibbsville with 4 children ages 7, 4, and twins at 18 months. I have a few theories as to why we are seeing increasing enrollment at OES and would love to talk more about this if you would like. The graph below includes OES enrollment data from WISEDASH with my addition of the last data point to represent our current enrollment.



Math Curriculum Update

Last Wednesday morning, OES math teachers met with a representative from Eureka Math Squared via Zoom. During the meeting, we had a chance to briefly discuss and look over a few lessons and to ask a few questions staff had about the curriculum. Since then, Jill Davies has met with another Eureka representative to discuss specifics related to using this curriculum at OES and its usability within our K-5 classrooms. I also met several times with our sales representatives in the last week as I have been negotiating the purchase price to be more competitive with other curricula. Throughout these interactions, both Jill and I are gaining more familiarity with the curriculum and becoming more excited about how it will help our students better understand math concepts. Jill and I also had a chance to connect with nearly all our math teachers in the last week and I would summarize their position as “being willing to move forward with Eureka Math Squared but a little anxious about a large curriculum change.” I am also anxious about a large curriculum change but I am comforted as I learn more about the usability of this product and as Jill and I brainstorm ideas to help our teachers during implementation next school year.

Working with our sales rep, I was able to negotiate OES into the highest discount category along with other large organizations like the Los Angeles Public School District, saving approximately \$16,000 over the original five year quote. The publisher was also able to discount our shipping cost and they are allowing an ala carte option for student homework workbooks after the first year of the five year contract. During the first year, we will purchase homework books for all grade levels (included in the quote), but in the remaining years of the contract, teachers will have the autonomy to decide if the homework book is appropriate and necessary in their grade level. This option could potentially save the district money if the books are not necessary in all grade levels. Homework workbooks can be purchased in years 2-5 of the contract for \$8.00 per student beyond the quoted price if teachers feel these resources are helpful. The added discount in the quote puts what we think is a superior product in a very similar price point with other math curriculum being used in area school districts. Please see the estimated bids below and I would be happy to discuss Eureka Math Squared or the bid with you in more detail if you would like.

Total price over 5 years including all discounts, shipping, professional development, and teacher manuals for all classes.

Go Math	Expression	Bridges	Eureka Math Squared
\$82,120	\$79,018	\$83,000	\$78,781

Happy Easter

Have a great holiday weekend!

Board Update

Oostburg School District: Special Education

To: Board Members and Administration
From: Ashley Hinze
Date: April 14, 2022

- **Recommendation for adding an Additional Position:**

As we prepare for the 22-23 school year, we carefully looked at caseload configurations and the number of students receiving additional support and interventions. Noted previously in board updates, I have been watching the numbers closely and anticipated the need for an additional special education position at the elementary level. In the last month, the numbers solidify this need. My recommendation is for one additional elementary cross categorical special education teacher. Without this position it will be difficult to meet student needs, remain in compliance, and caseloads would be large and not easily managed.

Pending board approval, my hope is to move forward with a posting soon. Being the end of April already, I would like to secure a high quality candidate prior to the end of the school year. This would allow for transition into the district and time to connect with already established grade level teams the teacher would be supporting inclusively.

- **iBake Cart Donations:**

The iBake cart is still in production and I am awaiting final numbers on cost of materials to finalize the numbers supported through the numerous donations. Once I have these secured, I will report out to the board the breakdown of the fiscal support to our program. We appreciate the astonishing support we have received from our local OCEF and community partners to make this dream project a reality. We look forward to the many opportunities this cart will allow for our students in our iBake programs.

Board Update

Oostburg School District: Finance

To: School Board Members, Administrators

From: Kris De Bruine

Date: 4/7/2022

Cash Position:

	Current Year 3-31-22		Prior Year	
	Balance	Interest Rate	Balance	
OSB Checking	\$387,278.14	0.35%	\$137,262.13	0.35%
OSB – Credit Card Processing	\$15,910.12	0.00%	\$13,622.13	0.00%
Petty Cash	\$250.00	0.00%	\$250.00	0.00%
OSB Dental Acct	\$0.00		\$3,194.91	0.16%
OSB – Officials	\$0.00		\$4,547.74	0.00%
OSB Money Market	\$2,725,309.53	0.60%	\$3,410,480.20	0.65%
OSB Bond Acct	\$1,883,764.92	0.50%	\$841,960.83	0.45%
OSB – Capital Imp	\$591,508.61	0.50%	\$1,251,075.74	0.45%
PMA – Capital Imp	\$0.00	Various	\$1,340,647.26	Various
LGIP – Capital Imp	\$0.01	0.0%	\$1,989.77	0.06%
PMA – Referendum	\$0.00	Various	\$7,153,419.41	Various
TOTAL CASH	\$5,604,021.33		\$14,158,450.12	
Fund 10/27 Cash	\$2,875,998.99		\$3,291,565.74	
Fund Balance (10/27)	\$2,845,936.97		\$3,221,271.13	

- The above chart represents the fund balance and cash balances at the last month end.
- The updated (through March) income statement is attached as a separate document. Please let me know of any questions or concerns. The updated three-year cash flow and cash balances report are attached for you as well.

DPI Update:

- No DPI reports this month.

Human Resources Update:

- Our insurance renewal from Prevea 360 came in a 5.5%. I am working with our new broker on another option as well as going back to Prevea for a reduction in that increase. Our open Enrollment for our health insurance occurs during the first two full weeks of May, which is right around the corner, so we'll have to make decisions between those two options soon. Neither of those option would make changes to the deductibles or copays on the program or the contribution percentages.
- 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 the approved rates.
- Kevin and I have been working on a recommendation for Support Staff pay increases for 22-23, and we will be ready to discuss those at the May board meeting.

- I've attached a copy of the Compensation Ladder with the proposed changes that we are considering for action on this agenda. 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, Terry Hendrikse, Sherri Stengel, Peter Scheppmann, Kris DeBruine, Ashley Hinze
From: Lucas Allen
Date: 4/13/22

- The bulk of my time this month has been spent catching up on many projects that were stalled and updating systems and platforms that have fallen behind due to the building project. Our website, mobile app, deployment server and library server received attention, as did preparations for forward testing, and some cybersecurity compliance.
- We were able to train staff and use our notification platform during the state-wide tornado drill. This is a very capable platform and is something I've spoken about previously but will serve as the foundation for any on-site messaging moving forward. There are various triggers that set-in motion pre-planned actions. From bell schedules to severe weather, we have the ability to then communicate via cell phones, desktop notifications, digital signage, PA, walkie talkies, desk phones, etc. This will be a project that we just continue building, refining and improving upon.
- We were inside our filing window for this years "Erate" season. We received specific bids from very few vendors and only in the final days before the deadline. Product availability, product and vendor support, and overall reliability and quality has continued to decline since the 2020 pandemic. Prices, however, have not.

Board Update

Oostburg School District: Buildings and Grounds

To: School Board and Administration
Date: April 14, 2022
From: Peter Scheppmann

- Kris and Kami informed me recently the school district received our Focus On Energy check which we applied for as part of the construction project in the amount of \$24,334.40.
- As part of the HVAC package in the construction project, we included a GPS-IMOD modular Bipolar ionization system installed for each HVAC unit. The GPS-Imod offers clean air benefits, cleaning the indoor air without producing harmful levels of ozone. It helps to improve the air by reducing airborne particles including certain odors, viruses and bacteria. The units are manufactured by Global Plasma Solutions. They are installed in the new areas; theater, cafeteria, gym, fitness center, locker rooms, restrooms, etc. This is just another tool working toward a safer/cleaner learning environment for the students at OSD.
- We are in full swing for all of OSD outdoor athletics. Joel has been working on lining of the soccer, softball and baseball fields, along with lining the tracks shot put and discus lines. We have tested out all of the scoreboards and the public address systems for each field. Bob and Tom worked on reassembling the football restrooms and concession stand plumbing fixtures from the past winterization of the system, and reinstalled both water meters, checking for any leaks on the toilets, urinals and sink faucets. The toilets and sinks were cleaned, and soap, paper towel and toilet dispensers were restocked. They also turned on the three Pepsi coolers in the concession stand and found out two units were no longer functioning, Bob contacted Dan Duesing of Lakeside Pepsi, which came out and took all three older units out and installed three brand new units at no charge to the district. Lakeside Pepsi had earlier supplied both of our new concession stands, one by the theater and one by the new gym with new Pepsi coolers which were also at no charge.
- The week of spring break we had several subcontractors working in the buildings. One of the contractors scheduled was Sheboygan Glass. I had spoken with Zach Rogers about the wrestling season in the middle school youth center and he said they were done for the year. He was kind enough to have some of the team members roll up the wrestling mats. Over the break Sheboygan Glass came in to pull out the glass and aluminum frames so that Bob, Tom and myself could use the overhead trolley and chain hoist to lower the mats and push them to the high school auxiliary gym. Sheboygan Glass came back the next day to reinstall the aluminum frames and glass. We brought down all the wrestling gear and placed it into storage in the team locker room storage area. Bob and Tom cleaned the youth center the following day, anchored the bench seating back to the floor and placed all the furniture, foosball tables and air hockey table. It is ready once again for middle schoolers to use.