

BOARD MEETING AGENDA  
REGULAR BOARD MEETING  
HIGH SCHOOL CONFERENCE ROOM  
[www.oostburg.k12.wi.us](http://www.oostburg.k12.wi.us)  
June 15, 2022, at 6:00 pm

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
  
- 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
  
- 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. Board Reorganization meeting of May 18, 2022
    2. Monthly board meeting of May 18, 2022
  - B. Personnel
    1. Approval of the hiring of Nicole Kuplic as middle school English Language Arts teacher
  - C. Finance
    1. Approval of May Expenditures of \$1,179,378.12
    2. Approval of May Revenue of \$386,837.68
    3. Approval of May computer check numbers 10014366 - 10014400, wire numbers 202110280 - 202110309, and ACH numbers 212200692 - 212200772
  
- V. Action Items
  - A. Consider approval of recommendation from Food Service Coordinator to increase hot lunch prices to \$3.25 for OES, \$3.45 for OMS and \$3.65 for OHS and milk prices to \$0.50 for 2022-23
  - B. Consider approval of Professional Staff Handbook for 2022-23
  - C. Consider approval of Support Staff Handbook for 2022-23
  
- 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
    - a. 2<sup>nd</sup> read on the following board policy: 7230
  - G. OCEF Report
  - H. Long Range Planning Committee
  
- VII. Future Board Meeting Dates: Regular Board Meeting – July 20, 2022, in the High School Conference Room

VIII. 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: June 10, 2022

- We are grateful as we celebrate another year of impressive student learning. We far exceeded our district academic goal, and will likely land in the top 10% of all school districts in Wisconsin when comparable data is released next fall. Impact toward our mission continues to be uncommon, and we look forward to building on the clear momentum. Our consistent focus on a learning mission is validated through objective, external measures, and when combined with our position as one of the lowest spending districts in Wisconsin, we remain a top school district in Wisconsin for return on community investment. We continue to hear that educational opportunities are a top priority for families as they consider housing. With an extremely tight labor market, and a robust business environment in our community, a strong public school is not only an asset to our current students, but to the community as a whole.
- We met with Jake Schurr, from Jos Schmitt Construction, to review final project budget status. As communicated earlier, the project came in under budget, reflected primarily in contingency funds which were not required to complete the project. This does not result in additional available revenue, but instead allows us to avoid significant short-term borrowing which we anticipated early in the project. Another financial reality of the project includes the timing of the naming rights gifts which are structured over four or five year time frames. That means that we will have additional payments designated for the naming rights coming in over the next several years. The ability to complete the project without using all contingency funds offsets the reality that not all naming rights revenue comes in this year.
- In addition to the financial closeout, we also discussed several items which are being addressed related to final state inspection. Those items bring some level of frustration as the items will cost us more now than they would have if we would have been notified during earlier inspections. The primary items in this category include:
  - Egress sidewalks on the North side of the new gym addition: Although our state plans were fully approved without these walkways, and the inspector was on site multiple times during construction, he did not “flag” this item until all landscaping was completed. This change will now be considerably more expensive than it could have been.
  - Emergency generator system changes: We currently have our phone system and door locks connected to our generator system. The inspector flagged this as phones and doors are not considered “life safety” items. Even though our generator has more than triple the capacity required to run all items, they are requiring that we disconnect those systems and reroute. The cost of this could exceed \$50,000. We have examined options and may have a less expensive alternative, yet the frustration remains around requirements which lack fiscally responsible options for our district.
  - In general, there were multiple areas which were part of fully approved state plans, which were then changed during field inspections. We recognize and support the importance of state inspections while also being frustrated with a process which results

in significant avoidable costs through a more efficient process. I plan to communicate with our local legislators so they are aware of significant concerns in this area, and how those concerns impact local tax payers.

- This week we received quotes for two different blacktop options for our West student parking lot. We have requested a third option which would allow us to grind and replace the North drive lane and parking area as well as the far West portion closest to 6th street. We plan to patch the front parking area (South) since that area requires engineering input around water, curb, gutter, etc. before replacement would be considered.
- Annual board approval of our district staff handbook will be on the agenda this month. There are no substantive changes to the document beyond items which have been updated to reflect areas where the board has already acted. For example, the link for our compensation model was updated to reflect the board approved negotiations changes from 2021-2022 to 2022-2023. This handbook technically runs from from July 1 to June 30th each year.

# Board Update

Oostburg High School

To: Board Members and Administration  
From: Scott Greupink  
Date: June 8, 2022

I want to keep the Board up to date with our plans for weighted courses, and while this topic is a bit complex for a written update, I will do my best to explain some of the background and reasons behind our ideas for going forward. If any of you have questions or concerns, please give me a call and we can discuss it and shape our approach going forward.

Since we began with weighted grades in 2018, a few things have changed. We no longer offer Project Lead the Way courses or CAPP Physics. We have also added a couple of AP classes in AP Computer Science, AP Psychology and AP World History. The Spanish teacher we just hired is certified to teach CAPP Spanish at the college level, so down the road we hope that is a viable option for our students. Therefore, we will update/revise the list of weighted classes that appear in our Administrative Guidelines (AG's) to reflect our current list of classes that are weighted on a five-point scale. Besides eliminating the courses we no longer offer, we also plan to take Novels off of the weighted list of classes. Our policy does not need revision because it has the general statement, "While the majority of classes will remain on the four-point scale, beginning with the class of 2018, dual credit/college prep classes will be weighted on a five-point scale." Our policy does not list the specific classes that are weighted, but our AG does. I can work with Kevin and Kami to update the AG.

We are currently in the later stages of a discussion about weighting one music performance class in grades 10-12 if the student scores a star first on a class A piece of music in the solo and ensemble process and meets a series of other requirements. We selected these criteria in order to meet the "college prep" definition for expectations, and built other requirements that would make the expectations rigorous and help us strengthen our music programs in general.

Let me give you a little more background about why we think this is a good decision. AP courses are important for about 65-70% of our students because that is the rough percentage of our college bound population. These courses not only allow students to earn college credit, they are an important part of the college preparation process for high school students because AP classes allow students to experience college level learning expectations while in high school. AP also argues that when a school has a diverse offering of AP classes, it has the effect of pulling up expectations and rigor in other classes as well. For example, when we offer AP Calculus, that offering has a positive effect on the rigor of our Pre-Calculus class because the teachers know they need to get students ready for the AP class expectations. I personally think AP is correct, these offerings help raise expectations throughout the high school in a cascading sort of way.

That being said, when we weight classes we are incentivizing students who are competitive in terms of GPA to take those classes. Mostly that is a very good thing because students are taking high quality academic classes that are really preparing them for college. But the downside is that this competition can have a negative impact on students taking other electives. In most cases that does not cause us concern, but when it negatively impacts enrollment in our band and choir that is undesirable. Having a high performing band and choir are important to our school. They perform at our Commencement Ceremony, at Veteran's Day, in parades in our communities, they support our drama department, and enhance many school activities. The bottom line is having a strong band and choir are valuable to our school and community.

We believe the music performance weighted grade plan copied below will go a long way to balance the impact of AP classes on our band and choir enrollments. While we don't want weighted grade classes to expand much more, if any more at all, we do think this plan makes a lot of sense from a big picture viewpoint.

Covering all aspects of this topic is difficult in a written update, so if you have questions, please give me a call. We have also discussed it on much more of a detailed level than I can fit into this update, so some of your questions may be answered based on having even more information.

The updated list of weighted classes in the Administrative Guidelines for the next school year would be: AP Biology, AP Calculus AB and BC, AP Statistics, AP Computer Science, Medical Terminology, Advanced Composition, AP US History, AP World History, AP Psychology, CAPP Spanish and one weighted music performance class.

### **Proposal for Weighted Credit Election in Music at Oostburg High School**

Many schools across the country offer a weighted grade component for performance-based music courses that challenges students to engage in collegiate level musicianship and critical thinking. I believe that if our students at Oostburg High School were to be offered this weighted component, we would begin to see great and uncommon levels of performance from our students.

Some of the most talented musicians are often the highest achieving students that compete for class rank. Those high achieving students always strive for more through their classes and we'd like them to have the opportunity to elect to take a weighted grade to reflect the rigor that goes beyond a regular course of instrumental or vocal music in the high school.

### **Oostburg High School Music Department - Weighted Grades Program**

Students who enroll in a performing ensemble may elect to take one performance-based music class for a weighted grade during their sophomore, junior, and senior year. The weighted grade component for performance-based music courses challenges students to engage in collegiate level musicianship and critical thinking. Members are asked to be highly analytical about the quality of their music making and to work towards and surpass their obvious potential. Students electing this option demonstrate their own accelerated and in-depth study of music through music performances and academic projects. These students also regularly meet with an assigned

music teacher. Weighted grade music students often demonstrate significant personal growth and a high level of achievement.

Students electing to take performance-based music courses for a weighted grade are required to fulfill the regular curriculum for the ensemble they are in as well as the additional required components and 60 points per year of the following elected components.

### **Performance-Based Course Regular Curriculum**

- All required performances and reflections.
- 5 lessons per quarter

### **Weighted Grade Required Components**

- Complete 8 lessons with the instructor per quarter (32 lessons per year)
- Prepare and perform a Class A Solo at Solo & Ensemble Contest and earn a \*1 (star first) rating
  - Judges' ratings are subjective. If a rating is given that does not meet this criteria, the student may appeal to a committee that includes the music faculty and principal, provided all other requirements are being met.

### **Weighted Grade Elected Components - Must obtain 60 points per year**

- 15 points - attend a summer music camp at an approved university
- 15 points - Take regular private lessons with an instructor outside of the school that includes a monthly progress report signed by the instructor and submitted to directors
- 15 points - audition for WSMA State Honors Band or Choir
- 15 points - be selected for and participate in either the WSMA Honors Project or Big East Honors rehearsal & concert. A written reflective journal will be kept throughout the experience.
- 15 points - Participate and perform in any extra director led school ensemble. Participation and performance will be evaluated. (Jazz Band/Acapella Group)
- 30 points - Enrolled in an additional music performance based class (Choir/Voice/Band)
- 15 points - Participate in any outside of school music community group on a regular basis. (Milwaukee Youth Symphony Orchestra, Sheboygan Youth Symphony Orchestra, Milwaukee Children's Choir)
- 15 points - Perfect pep band attendance
- 15 points - Participation in the musical production (pit musician/actor)
- 15 points - each additional Class A Solo & Ensemble event
- 5 points - Holding a leadership position within the band (Drum Major, Section Leader)
- 5 points - Playing/singing the national anthem at a sporting event - student led/solo
- 15 points - Participation in music performance community service as pre-approved by the instructor. (Church music group participation as an example.)
- TBD - Other music related activities

# Board Update

## Oostburg Middle School

To: Board Members and Administration  
From: Sherri Stengel  
Date: June 9, 2022

1. Well, another school year is in the books! I can't believe how fast this year went. I'm grateful we made it through the year without having to go virtually, return to mask requirements, and were able to return to a bit of "normalcy" (an oxymoron in a middle school!). While the school year was a success in a lot of ways, it also was a challenging year in terms of behavior. More than in the past, we had students who struggled to be kind to one another, who challenged our code of conduct repeatedly, and generally, were less respectful toward adults and one another.

Due to this, one of my goals this summer is to work on firming up routines and procedures, as well as working on some professional development that the staff and I learned together during the school year through staff meetings and the like. Along with this, David Hickmann, Keri Lauritsen, Ashley Hinze and I were a part of the Wisconsin Center for Responsive Schools this year. We are hoping to take some of the short and long term goals we discussed throughout this year and bring them to fruition by addressing more intentionally some of the social, emotional, and behavioral challenges some of our students are facing.

2. This afternoon we celebrated the combined 6.5 decades of service that Brian Nyenhuis and Steve Brill provided to the students, staff, and community of Oostburg. We took one last staff picture together after school today with these two. While I'm excited to welcome Nicole Kuplic, Rebecca Kramer, and Alex Stecker to OMS, we are also saying goodbye to some really special people, including Brian, Steve, Jodi Hilbelink (to OES), and Derek Saugstad. The OMS staff's average age is going to be quite a bit lower next year!! See a picture below...



# Board Update

## Oostburg Elementary School

To: Board Members and Administration  
From: Terry Hendrikse  
Date: June 9, 2022

### **JK Student Numbers**

Throughout this past school year, student enrollment at OES increased to near record levels, topping out this spring at 476 students. Our incoming JK class will decrease that significantly as the number of students in this class is exceptionally low. Typically, JK classes have averaged in the upper 50s and lower 60s for number of students, with our smallest class ever (up until this year) of 51 students in '18-'19. Our current enrollment in JK is currently at 41 for next year, leading to an overall OES enrollment of 451 students. Faith Mentink and I have worked with the JK staff to identify any trends in the low student enrollment and have not determined anything unusual outside of 5 students who have chosen to open enroll out of OSD because other districts offer all day JK or wrap around childcare for their half day JK programming. We have started discussing whether wrap-around childcare would be an option at OES and are considering giving a parent survey next fall to gauge parent interest.

### **Staffing related to JK enrollment**

This past week has brought on several staffing changes due to the low JK numbers. Working with Kris and Kevin, it was decided to shift both JK support staff members Tamika McGranahan and Brittany DeTroye away from JK and into other vacant roles within OES. This change allows JK teachers Beth Rauwerdink and Rachel Wensink an opportunity to co-teach their smaller morning classrooms together without aide support. These changes will save money for the district as there will be a decrease of two half time support staff positions for the 22-23 school year. There were many conversations around these changes with staff this week as this is seen as a significant shift in our current practice and also creates several other negative effects throughout the supervision schedule. It should be interesting to see how this class changes (grows) in students over the upcoming years.

### **Year End**

It was a fun and productive end to the school year. Until going through it for the first time, I was relatively unaware how busy, focused, and fun OES is in the months of May and June. From the kindergarten talent shows to a wide variety of field trips and ending today with the Flip Flop Finale, there are so many exciting opportunities for students to interact with members of our community and have fun and learn in the process. The conclusion of my first year in my new role also has me reflecting on all the wonderful things I have experienced and learned within the past 11 months. Thank you for providing me this opportunity and for putting your trust in me as we move forward at OES. Overall, I had a great year and am already getting excited for the start of the 22-23 school year.

# Board Update

## Oostburg School District: Special Education

To: Board Members and Administration  
From: Ashley Hinze  
Date: June 9, 2022

- **DPI Open Enrollment Update:**

On June 1st, 2022, the Wisconsin Department of Instructional (DPI) sent an update to all Open Enrollment Coordinators in regards to a change in legislature effective June 1st. In this update it states that there must be “preference to pupils and to siblings of pupils who are already attending the nonresident school district.” It goes on further to state that “If a nonresident school board’s open enrollment policy guarantees approval of currently-attending students and siblings of currently-attending students, it means that all applications for these students must be approved. If a student with a disability is a currently-attending student or a sibling of a currently-attending student and your board guarantees approval of either or both of those groups of students, the board must approve their open enrollment application, even if the board has determined that there are no special education seats available. The nonresident school board may only deny the application for the student if the student’s special education or related services required in their IEP are not available in the district. [PI 36.04\(3\)\(d\) and \(e\)](#).” This directly affects one of our families that was denied under our open enrollment caps during our last board meeting.

The change in application status has been relayed to the family, a new letter of acceptance has been sent, and we are working on class placements and individual education plan paperwork to prepare for their attendance for the 22-23 school year.

As we look ahead to the 22-23 school year, I plan to evaluate how we have our current policy written, as this change in legislature could accrue additional costs to the district, depending on the siblings needs and services.

- **Open Position:**

Still looking for applicants for the full time middle school intellectual disabilities classroom aide vacancy. Again, if you are aware of any highly qualified individuals, please send them our way.

# Board Update

## Oostburg School District: Finance

To: School Board Members, Administrators

From: Kris De Bruine

Date: 6/3/2022

### Cash Position:

	Current Year 5/31/22		Prior Year	
	Balance	Interest Rate	Balance	
OSB - Checking	\$476,261.52	0.35%	\$115,379.53	0.35%
OSB - Credit Card Processing	\$2,221.02	0.00%	\$17,460.83	0.00%
Cash Boxes / Petty Cash	\$250.00	0.00%	\$250.00	0.00%
OSB - Dental Acct	\$0.00	0.00%	\$10,687.92	0.15%
OSB - Officials	\$	0.00%	\$4,387.74	0.00%
OSB - Money Market	\$1,677,718.76	0.70%	\$2,089,469.87	0.65%
OSB - Bond Acct	\$713,193.71	0.55%	\$214,562.62	0.35%
OSB - Capital Imp	\$267,387.99	0.45%	\$1,188,975.18	0.20%
PMA - Capital Imp	\$0.00	0.00%	\$1,348,830.26	various
LGIP - Capital Imp	\$0.01	0.00%	\$1,989.93	0.06%
PMA - Referendum	\$0.00	0.00%	\$6,645,449.28	various
<b>TOTAL CASH</b>	<b>\$3,137,033.01</b>		<b>\$11,637,443.16</b>	
Fund 10/27 cash	\$1,740,894.45		\$1,874,075.31	
Fund Balance (10/27)	\$1,707,833.47		\$1,775,557.32	

- An updated (through May) 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 Transportation Report opens in July.
- The School Calendar and the School Census reports are due August 19th.

### Finance Update:

- The next month is very busy for Kami, Gretchen and I as we close out this year (Kami does the summer teacher payrolls in June, so they get into this fiscal year and Gretchen is finishing up all the invoice payments for 21-22), and I am busy working to close funds as the final information is received. We have not received our final aid worksheet, where I get the final details as to Open Enrollment income and expense. That should be here shortly so I can get the final details worked out for 21-22 and then close. Our audit is scheduled for the week of the 25<sup>th</sup> of July, so that gives us enough time to receive and process all the final invoices for this school year.
- May is the month where we approve prices for next year's hot lunch prices; however, the pricing tool we are required to use to base the prices off was not ready until last week. Michele has those numbers calculated now, and we are required to increase prices for next year by the Department of Public Instruction. Our pricing recommendation for next year is as follows: OES - \$3.25, OMS - \$3.45, and OHS - \$3.65. The last time we charged for meals was 2019-2020 (lunches have been free for all students since then). The rates at that time were: OES - \$2.70, OMS - \$2.90, and OHS - \$2.90. Our required average price per meal is \$3.31. I hope to have comparable prices from other local schools with me at the board meeting if they come on time.

# 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: 6/9/22

- Our technology committee is finalizing plans to move to a Mac environment for staff with the purchase of 95 Macbook Airs. There are many reasons why this was brought forward and supported but reliability, speed, and flexibility are at the top of the list. The ECF fund I have mentioned for many months is subsidizing the purchase of laptops at \$400 each. This is a good opportunity to buy a premium product that will be a valuable tool for learning.
- Collection of district Chromebooks is coming to a close. Thanks to the individual libraries and staff for all of their work with this big job.
- ECF and Erate – The PIA team (Program Integrity Assurance if you wondered) from E-Rate has been denying more requests than ever before. While a majority of the items we requested were approved and funded, some were not and we are working through the appeal process on those denials. I'm quite confident we will be able to settle those appeals in the district's favor.
- I had a full day with my systems engineer from Heartland Business Systems. He and I worked through many of the security requirements for insurance and I have a game plan for the last few weeks in June to comply with those.

# Board Update

## Oostburg School District: Buildings and Grounds

To: School Board Members

From: Peter Scheppmann

Date: June 9, 2022

- The summer cleaning process begins in all three buildings on Monday.
- I have been spending time training both Jim Batzner and Parker Gabrielse for their new roles in buildings and grounds. They will both be great additions to the school district.
- I am working on some final details of the construction project punch list items. If you have not had a chance to see the new garage doors for the high school cafeteria and the school store, take some time to check them out. They look great.
- Last Friday we set up for our first graduation program in the new field house. We then took everything down on Monday and put everything back up on Wednesday for 8<sup>th</sup> grade graduation. I heard many positive comments about the new space and the middle school parents were happy to have air conditioning.