

# Hillsboro School Board

## Meeting Minutes

July 11, 2016 7:30 pm

Hillsboro School Library Conference Room

1. Meeting Called to order by President Jason Oetzman at 7:30 pm  
Members present: Brian Hora, Mike Jirschele, Denise Huntley, Jason Oetzman, Jenny Schrock, Jenny Hynek, Stacy Sosinsky, Curt Bisarek, Chris Koopman, Cara Wood, Terri Fanta, Mindy Bolden, Rev. Roger Miller, Mike Burch, Bob Bothe, Anna Madden
2. Pledge of Allegiance led by Jason Oetzman.
3. Curt Bisarek affirmed that notice was posted properly.
4. Approval of Consent/Agenda  
4.1 Motion by Jenny Hynek 2nd Mike Jirschele by to approve minutes from June 13, 2016 Developmental and Regular meeting and June 20, 2016 Special Board Meeting.

#### 4.2 Financial Report:

##### APPROVAL OF DISBURSEMENTS FOR PAYMENT JULY 11, 2016

June 2016 Balance in Operating Account \$ 97,359.02

June 2016 Balance in Time Open Account \$ 1,114,417.72

\*Bank Statement Balances as of 6/30/2016

Total Disbursements (6/11/16-7/7/16) \$ 148,779.27

Deposits in Operating Account from 7/1/16-7/7/16 \$ 9,981.61

Deposits in Time Open Account from 7/1/16-7/7/16 \$ 0.00

Transfers were made from the Time Open Account to the Operating Account on the following dates:

6/3/16 \$ 65,000.00

6/20/16 \$ 45,000.00

6/21/16 \$ 140,000.00

6/30/16 \$ 50,000.00

Motion by Jenny Hynek 2nd by Stacy Sosinsky to approve Financial Report Roll Call: Motion Carried 7-0-0

Motion by Jenni Schrock 2nd by Denise Huntley to approve vouchers 100766 through 100838. Excluding 10078, 100810 and 100815 Roll call: Motion carried 7-0-0

Motion by Jenny 2nd by Mike to approve voucher 11078 Roll Call Motion carried 6-0-1(Denise Huntley)

Motion by Jenny Hynek 2nd by Jason Oetzman to approve voucher 100810 Roll call motion carried 6-0-1(Mike Jirschele)

Motion by Jenny Hynek 2nd by Mike Jirschele to approve voucher 100815 Roll call motion carried 6-0-1 (Jason Oetzman)

Motion by Jenny Schrock 2nd by Denise Huntley to approve ACH Debit for Farmers State Bank Interest Payment (Energy Efficiency project) Roll call motion carried 7-0-0

## 5. Reports

### 5.1 Principal of Staff Report

August session of summer school begins August 2nd and runs through the 18th. They meet Tuesday-Thursday from 9-12. Free breakfast and lunch will again be offered at the H.S. cafeteria.

- The elementary is sponsoring a book exchange. You can access the book exchange during summer school or by calling the elementary (489-2224) or district office (489-2221).
- Per Hillsboro tradition, class lists will be posted at the elementary school in early August near the entry doors.
- Floor waxing and room cleaning is well under way. Please be advised that access to the building and gymnasium is limited.
- Please call the district office if you have any questions about enrolling or attending school this fall. The elementary office will contact parents of four year old kindergarten and kindergarten students late in August to confirm schedules and transportation plans.

### 5.2 Principal of Students Report

Middle/High Summer school: The second session started this morning and will run until July 28, We have five middle school students this summer (four need two sessions, one needs only one session). All but one student passed the first session. We have two high school students who need to make up credits. The first student passed pre-Algebra during the first session and the second student started English this morning.

1. Educator Effectiveness Training: I have signed up as an administrator and will begin the tutorials. It is about a 40-hour course. I have also signed up for the MLPOASYS Training with Mrs. Wood at CESA. We will use this platform for our evaluations and teachers will use it to store their reflections and artifacts. I will also sign up new teachers for the EE Overview training in September at CESA.
2. Summer Registration: Just a reminder to anyone interested in registering their child or children with our district, office hours are from 7:30-3:30 Monday-Thursday and 7:30-noon on Fridays. Stop in and find either myself or Mrs. Wood and we can get you signed up. If the elementary office is closed, the high school office should be open.
3. Handbooks: We'll get into those later, but there are some changes I would like to see for the upcoming school year. Most of the work was just updating the dates, personnel, and formatting. The overall goal was to update some outdated things as well as to make it more student-friendly in terms of the language.
  - a. Conduct - Student Behavior Procedure and Office Referral Procedure.
  - b. Attendance - Tardiness procedure

### 5.3 Business Manager Report

2015-16 Audit Schedule

Energy Efficiency Resolution Update

July 1 General Aid Estimate

- o Increase of \$241,794 or 7.43%

2016-17 Preliminary Revenue Cap

- o Energy Efficiency Exemption
- o Declining Enrollment Exemption
- o Revenue Limit Increase

2016-17 Preliminary Revenue Cap General Aid & Tax Levy

- o General Aid Increase
- o Estimated Levy Changes

\$15,500

\$0

\$52,065

\$241,794

Fund 10 (General) decreases by \$194,294

Fund 38 (Energy Efficiency) increases by \$5,000

Fund 39 (Referendum) decreases by \$4,650

- o Computer Aid decreases by \$435
- o Mill Rate Estimate

\$10.45

Current mill rate is \$11.41

2015-16 Pupil Transportation Report

- o Total pupils transported decreased by 18

Open Enrollment Transfer Amount

- o 2015-16 was \$6,639
- o 2016-17 estimate is \$6,748
- o 2016-17 Special Education amount will be a flat \$12,000

WRS Contribution Rate

- o 2016 is 6.6%
- o 2017 increase to 6.8%

### 5.4 Superintendents Report

Staffing

Approaching the end of what has been a very successful hiring process.

11 positions filled by high-quality candidates.

Over 2000 positions still open on WECAN today in Wisconsin

New Staff orientation will be Aug. 22.

Projects

Curb/gutter/sidewalk/asphalt should be completed by the end of the month.

B/G committee should meet to develop striping/sign plan  
FB/Track Bleachers have been removed

Thanks to Hillsboro Equipment for donating the removal.  
High Traffic Flooring was here on July 5 to resurface the two floors from last Summer.

McKinstry is still developing a proposal for addressing gym humidity issues.  
Salt Sheds (8'x10') built by Mr Schraufnagel's students.

Two available....\$3000 each. Proceeds will be used to purchase a  
blueprint plotter for Tech ED

Thank you to Henry Peterson for helping with this project.

2016-2017 Employee Handbook

I am working on the necessary updates. This will be ready for the Aug. meeting.

NEOLA

Here on July 19 and 21 begin the policy revision process

Out-of-Office

I will be out the week of July 24 (returning Aug. 2)

## 6. Public Forum:

6.1 Rev. Roger Miller presents the ATV/UTV route.

## 7. Discussion/Action Items

7.1 Resignations - None

7.2 Motion by Jenny Hynek 2nd by Mike Jirschele to approve the ATV/UTV route through the high school parking Lot from July 15 through August 15 with ridership guidelines set by City of Hillsboro. Voice vote: motion carried 7-0-0

7.3. Motion by Mike Jirschele 2nd by Denise Huntley to hire Kelli Sullivan as the Middle School Volleyball Coach Roll call motion carried 7-0-0

7.4 Motion by Jenny Hynek 2nd by Stacy Sosinsky to hire Anna Madden as the High School/Middle School Teacher Roll Call motion carried 7-0-0

7.5 Motion by 2nd by to hire Jill Smith as the Title I Teacher Roll Call Motion carried 7-0-0

7.6 Motion by Denise 2nd by Jenny Hynek to extend Special Education Route Contract for July and August 2016 Roll call Motion carried 7-0-0

7.7 Motion by Jenny Hynek 2nd by Jenni Schrock to accept the 2016-2017 Academic Standards. Roll call Motion carried 7-0-0

7.8 Motion by Denise Huntley 2nd by Jenny Hynek to accept the Middle/School Student Handbook with changes being made to discipline procedure, office referral procedure, tardiness policies. Roll call Motion carried 7-0-0

- 7.9 Motion by Jenni Schrock 2nd by Jenny Hynek to accept the Elementary School Student Handbook Roll call motion carried 7-0-0
- 7.10 Teacher Salary Schedule no action
- 7.11 Strategic planning no action
- 7.12 2016-2017 Support Staff wages tabled to August meeting
- 7.13 Motion by Jenny Hynek 2nd by Denise Huntley Voice Vote Motion Carried 7-0-0

Next regular board meeting August 8,2016.

The Board may convene into Closed Session pursuant to Wisconsin Statutes 19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility in order to discuss:

#### 8. Closed Session

- 8.1 Discuss Hiring of Title 1 teacher
- 8.2 Discuss Plus One Coordinator Contract
- 8.3 Motion by Jason Oetzman 2nd by Jenny Hynek to reconvene into opensession Voice vote Motion carried 7-0-0

#### 9. Reconvene in Open Session for action, as appropriate, regarding closed session business

- 9.1 Motion by Jenni Schrock 2nd by Stacy Sosinsky to hire Jill Smith for the Title 1 teacher position. Roll call motion carried 7-0-0
- 9.2 Motion by Jenny Hynek 2nd to Jason Oetzman renew Plus One Coordinator Contract for 2016-2017 Roll call motion carried 7-0-0

10. Motion by Jason Oetzman 2nd by Mike Jirschele to adjourn meeting at 9:40. Voice vote Motion carried 7-0-0

Respectfully submitted Jenni Schrock (clerk)