

**MINUTES OF THE FONTANA JT. 8 SCHOOL BOARD OF EDUCATION MEETING  
HELD AT FONTANA SCHOOL, MONDAY, NOVEMBER 28 2016**

Present: Board Members- Lisa Laing, President; Mac Corey, Treasurer; Member: Kate Ketterhagen; Tom Labus, Clerk; Absent Rebecca Decker, Vice-President; Dr. Sara Norton, Principal/Administrator; Rick Terhune, Business Manager. Also present: Jennifer Smithyman, Co-Secretary to the Board; Margaret Labus; Noreen Lamsam

**Call to Order** - Board of Education President, Lisa Laing, called the meeting to order at 7:03 P.M.

**Pledge of Allegiance**

**Approval of the Agenda** Mac Corey moved to approve the agenda and was seconded by Kate Ketterhagen. Carried 4-0.

**Administrator's Report**- Dr. Norton reported on (a) the staffing plan in regard to the resignation of Nicole Smithyman and the possible impact of declining enrollment on staffing and (b) the State issued district report card. Fontana School achieved a 79.3, four out of five stars, and exceeds expectations.

**Director of Instruction and Student Learning** - Dr. Norton and Jennifer Smithyman reported on the World Language program Rosetta Stone.

**Business Manager's Report** - Business Manager Rick Terhune stated the new budget has been entered into Skyward. This month's business report is still in the old format.

**Building and Grounds** - Rick Terhune stated no new projects. A discussion occurred by the board regarding the path partnership.

**PTSO** - Margaret Labus, PTSO President, reported November is a slower month. Crafty Critters is coming up. It is well organized. The poinsettia fundraiser, cookies for the holiday concerts, and the foyer decorations are items that will be focused on in December. Ms. Labus requested some assistance in obtaining documentation for the 5013c.

**President's Report**- Lisa Laing checked in on the board's areas of focus: (1) Communication - suggestions included: board briefs on the website, in the district newsletter, in the PTSO newsletter, and on the PTSO Facebook. (2) Early childhood programming, (3) Measures of success, and (4) Focus on recruiting and retaining highly qualified teachers.

**Consent Agenda** - (A) Minutes of the regular board meeting of October 24, 2016, (B) Treasurer's report, and (C) Approval of bills. A motion was made by Tom Labus to approve the minutes, treasurer's report and approval of bills and was seconded by Mac Corey. Carried 4-0.

**Action Items**

A. Tom Labus moved to approve the hiring of Emily Buchheit to fill the special education aide position. Seconded by Kate Ketterhagen. Carried 4-0.

B. Approved, with regret, the acceptance of Nicole Smithyman's resignation. Mac Corey made a motion to approve. Seconded by Tom Labus. Carried 4-0.

C. Tom Labus moved to approve a two year agreement with the First National Bank & Trust. Seconded by Mac Corey. Carried 4-0.

**Information and Discussion**

A. Dr. Norton reported she will be forming a team to complete the Pupil non-discrimination five year self evaluation.

B. Dr. Norton discussed the process and timeline for policy review and revision. A three year cycle was recommended.

C. An update on the Student Information System was provided by Dr. Norton. Staff members are contacting other schools to learn how manageable it is running Skyward-financials with Infinite Campus SIS. Questions have been raised by staff asking to what extent the changes would be should we move to Infinite Campus (i.e. moving SPED software to Infinite Campus). A decision will be made in January.

**Visitor Response to Agenda Items** - None

**Adjournment** - Kate Ketterhagen moved to adjourn the meeting at 9:06 P.M. and was seconded by Mac Corey. Carried 4-0

Next meeting date December 19, 2016.

Respectfully submitted,

Tom Labus, Clerk

Prepared by: Jennifer Smithyman, Co-Secretary to the Board of Education