

BOARD MEETING AGENDA
REGULAR BOARD MEETING
HIGH SCHOOL CONFERENCE ROOM
WEB: www.oostburg.k12.wi.us
August 19, 2015, 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. Monthly board meeting of July 15, 2015
 - B. Personnel
 1. Approval of the resignation of Jordan Williams as high school math teacher
 2. Approval of the resignation of Judy Summerville as high school special education teacher
 3. Approval of the resignation of Jordan Williams as JV wrestling coach
 4. Approval of the resignation of Jordan Williams as head track coach
 5. Approval of the resignation of Gwen Pribek as high school math teacher
 6. Approval of the hiring of _____ as high school math teacher
 7. Approval of the hiring of Trevor Stultz as an elementary school special education teacher
 8. Approval of the hiring of Ashley Te Beest as an elementary school special education teacher
 9. Approval of the hiring of Renee Miosi as a middle school special education aide
 - C. Finance
 1. Approval of June Expenditures of \$897,713.98
 2. Approval of June Receipts of \$2,030,677.52
 3. Approval of July Expenditures of \$1,088,312.94
 4. Approval of July Receipts of \$167,528.53
 5. Approval of July computer check numbers 10009895 - 10010045, wire numbers 201500001 – 201500015 (with the exception of 201500011 which is an August issue)

- V. Action Items
 - A. Consider approval of Open Enrollment exceptions into and out of the district for the 2015-16 school year
 - B. Consider approval of School Perceptions survey distribution
 - C. Consider approval of the annual declaration and parent notice of the District's student academic standards that will be in effect for the 2015-16 school year, pursuant to sections 120.12(13) and 118.30(1g)(a)1 of the state statutes
 - D. Consider approval of the updated certified staff handbook
 - E. Consider approval of recommendation to change Masters/National Board Certification to an annual recurring stipend in place of step movement

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
- G. OCEF Report
- H. Long Range Planning Committee

VII. Adjourn to Closed Session per state statutes 19.85(1)(e) and (f)

- A. Discuss negotiations regarding certified staff
- B. Preliminary consideration of specific personnel issues

VIII. Action items – any action from closed session discussions

IX. Future Board Meeting Dates: Regular Board Meeting – September 16, 2015, in the HS Conference Room

X. 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 COMMUNITY MEETING. THERE IS A TIME FOR PUBLIC PARTICIPATION 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: August 7, 2015

Re: District Update

- I have included the updated teacher handbook along with this week's update. In addition to the editorial, date and name changes, there are also changes in the following areas:
 - Inclusion of a required section on weapons in schools related to policies 3217, 4217, 5772, and 7217
 - Inclusion of required nondiscrimination language related to genetic information per policy 1422.02
 - Revision to personal leave policy to reflect actual practice. Specifically, this section now includes detail that 1 personal day must be taken prior to April 1 unless District Administrator grants an exception for special circumstances. This has been our practice but was not formally in handbook.
 - Inclusion of Masters and National Boards changes to reflect one step movement in compensation model. (Please note: I am recommending we change this to a stipend of similar value. That is an action item which pending your approval will be changed in the handbook as well.)
- Our annual notices document should have been received by families early last week. To date I have not had any questions or concerns forwarded our way. We have also included all of the notices on our website. As I have shared with the board, there will be a required action item worded as follows:

"Approval by the Board of the annual declaration and parent notice of the District's student academic standards that will be in effect for the 2015-16 school year, pursuant to section 120.12(13) and section 118.30(1g)(a)1 of the state statutes."

The wording we are recommending for approval will be as follows:

BOARD ADOPTED ACADEMIC STANDARDS – Public Release

2015 Wisconsin Act 55 requires identification of the academic standards adopted that will be in effect for the school year. The Oostburg School District Board of Education will act on approval of The ACT College and Career Readiness Standards (<http://www.act.org/standard/>) as the primary standards for mathematics, science, reading, writing, geography, and history. These standards are supported by the Wisconsin Academic Standards (<http://dpi.wi.gov/standards> - Note: Wisconsin has adopted the Common Core State Standards in English Language Arts and Mathematics.) and The Next Generation Science Standards (<http://www.nextgenscience.org/>).

- Our meeting will include a recommendation to approve changes to the Master's Degree / National Board Certification area of our compensation model. As I shared in previous meetings, attaining these certifications currently results in a one-step advancement on the

compensation schedule. That presents challenges as movement through the model is performance based. I am recommending the one step advancement be replaced with an annual recurring stipend equal to 5% of step #1 in the model. This amount is currently \$1900 and is close to the average amount of the increases when considering the current 1 step move. In other words, this recommendation is comparable in district cost but improves the model by separating this area from the performance criteria in educator effectiveness. I will be happy to provide additional details should this recommendation gain motion support.

- Our agenda will include closed session discussion related to negotiations - 19.85(1)e - and personnel – 19.95(1)f.
- We are currently on draft #13 of our community survey. This survey is the next step in responding to the feedback we received from our last community survey. That survey gave strong direction to not pursue phase II of the previous projects (Theater and gym additions) but instead focus on elementary space and general facilities concerns. Pending board approval this survey will be released in mid-September and the feedback will guide the next recommendations from our Long Range Planning Committee. I have included the most recent survey draft with this update.
- As you are aware, this week has brought considerable challenges with filling positions. The Sheboygan Area School District recruited and hired our Calculus teacher with a financial package as the primary incentive. We are seeing a very different environment in the past 12 months with regard to teacher availability, particularly in several high demand areas. There are currently over 2000 teaching openings in the public data base for Wisconsin that remain unfilled. Districts are facing difficult decisions as in some cases there are no candidates available. Working to consider our options has been a priority and major focus of our week's work. It is certainly disappointing when contracts are broken at this point in the school year as Districts are left with few attractive options. Colleagues at area conference schools are facing similar challenges where one district has three remaining openings they have not been able to fill and other district having two openings. Although we have heard about fewer young people entering the field, those realities are now beginning to impact us locally. We have had ongoing discussions with area superintendents about the ethics involved in recruiting teachers who are under contract with other Districts, and I am sure those discussions will continue.

Board Update

Oostburg High School

Board Update

Oostburg Middle School

To: Board of Education

From: Sherri Stengel

CC: Kris DeBruine, Scott Greupink, Kevin Bruggink, Ann Steenwyk, Bryce DeRoos

Date: 8/13/15

Re: Oostburg Middle School Principal Report

1. Last week was our early August In-service with staff. The planning and preparations by Kevin, Lucas, and Erica made for a productive week of learning so we can better help students and ourselves when it comes to technology integration. I'm grateful for the time we had together!

Ann and I also had sessions with elementary and middle school staff. One of the sessions gave staff an opportunity to look at our Spring 2015 Badger assessment results in the areas of Reading and Math. Since results are embargoed until September and October, I won't go into details here, but it was a prime opportunity for staff to work in small groups to analyze results and reflect upon both individual, grade level, and district level strengths, needs, and next steps. This was our first "official" assessment results related to the standards that we have been teaching now for several years.

The second session we had related to standards based reporting. Again, this time together was short, so we couldn't go deep. However, it gave us an opportunity to throw some thoughts and ideas out there related to standards based grading, to get staff feedback on the topic, and to let staff know that Ann and I will be forming a committee to dig deeper into this topic and how we should proceed in this regard. We hope to form a committee of both parents and educators.

2. Speaking of assessment, the district is once again in flux with what we will be testing via state mandated assessments for the 15-16 school year. DPI is in the process of reviewing Proposals for an ELA & Mathematics Assessment for Grades 3-8, Science Assessment for Grades 4, 8, & 10, and a Social Studies assessment in grades 4, 8, and 10. The 3-8 Assessment in Reading and Math will replace the Badger assessment that we only gave one year. The assessments in Science and Social Studies will replace the WKCE that has traditionally been given in the Fall of the school year. DPI also informed us freshman will not take the Aspire Summative Assessment in the Fall this school year. They will only take the assessment in the spring like the sophomores did last school year.

Board Update

Oostburg Elementary School

To: Board Members and Administration

From: Ann Steenwyk

Date: August 14, 2015

Re: Board Update

- I met with Rick Otte last week to discuss bus procedures and the implementation of a PBIS system for the bus. I appreciate Rick's willingness to work with us on our goals at OES, and he continues to keep communication open with any changes.
- We participated in Go Math training last week Thursday, and teachers are very excited to implement this new series. One of the most positive aspects to this new series is the technology aspect. The online resources are impressive, and we believe our students and parents will have much more access to instructional resources all throughout the day. We will be getting information out to parents regarding how to access the videos and online resources as soon as possible.
- Summer school has been back in session this week, and attendance is excellent. I am extremely grateful for those teachers who have signed up to give us 2 additional weeks of teaching to get these students ready for the start of the year.
- With the hire of two new special education teachers and having an extra session of JK this year, space has once again become a challenge. Currently, we are considering where to put our OT and PT when they are here to support our students. With our conference room in the concession stand and Kevin and Ray's shared "shower" office, we are completely out of space and challenged regarding where to put our Kid's Hope tutors and other visitors who come for meetings. While our solutions may not be the best, we continue to get creative regarding additional space.
- I'm happy to report that we've registered 15 new students in our school, and we look forward to welcoming these new families into our school community.
- We continue to make preparations for the next teacher in-service in just a few weeks. In addition to work time, teachers have asked for additional training time with the new math implementation. Although the coming weeks are exceptionally busy, I always look forward to seeing life back in the building. Please feel welcome to stop by any of these opening days.
- I will be moving my oldest son to college next week and will not be able to attend the board meeting on Wednesday night. Please feel free to contact me on my cell phone (920) 287-8470 or email me if you have any questions. Have a great weekend.

Board Update

Oostburg School District: Special Education/Pupil Services

To: Board Members and Administration
From: Bryce DeRoos
Date: August 13, 2015
Re: Monthly Update

- The past few months have been quite the whirlwind in regards to resignations, movements, and hirings. I want to thank you for the willingness to create the new special education instructional coach position. I really do believe that this position will help us continue to move toward making students as successful and independent as possible. I wanted to give a brief overview regarding the various movements within the special education department. With Judy's sudden resignation, I asked Paula Kobylski if she would be interested in moving to the MS/HS CD position. This is one of the most difficult positions to fill as it takes the right personality, the right skill set, and the ability to consistently and positively solve problems on a daily basis. I believe Paula fits that description and she brings an energy and enthusiasm that will be well-received by students, parents, and other staff. Both Betsy Peterson and Heidi Rahn (the two classroom aides) expressed clear excitement to work with Paula in this new role. By moving Paula to the high school, we had an opening at the middle school and I informed Morgan that I wanted to move her to the middle school for some of the reasons listed below:
 - She already knew all of the students as she had them at OES
 - She is certified to teach middle school
 - She has strong relationships with all of her parents, students, and other staff and this would continue in her new role
 - She would be a singleton at the middle school as there are no other middle school special education teachers and I felt the most comfortable putting her there as opposed to either of the new special education teachers
- With the change in Morgan's role, there were now two openings at the elementary school. Finding someone at this time of the year was going to be difficult, not to mention trying to find two! Thankfully, I am pleased to share that we had two very good candidates apply and I would like to recommend the hiring of Trevor Stultz and Ashley TeBeest. Trevor comes to us from the LaCrosse School District where he taught elementary special education for the past 4 years. His parents live in Slinger and he has some good friends in this area and he had a desire to move to the eastern side of the state. He will be working with mainly 4th and 5th graders. Ashley currently lives in Oostburg and was working at the Kohler School District when she was informed about the open position at OES. She has stated that she was torn about leaving (she was there for 6 years), but is excited to work in the same district that her own children will be attending (she is married to Josh TeBeest and they have two sons – 3 years-old and 14 months-old). I have already heard many complimentary comments about both of them and I think that they will fit right in with the culture that we are developing at Oostburg.
- The last hire, but definitely not the least, is for the middle school special education aide position. I would like to recommend the hiring of Renee Miosi to work with Morgan

Hellmer in the middle school. Special education aides can sometimes make or break a classroom, program, and/or school and I believe that Renee is going to be the kind of support staff that is going to take the program to the next level. She has a lot of personal and professional experience working with children with special education needs and she is going to be a great resource for the middle school.

- On August 17th & 18th, a few of our regular and special education teachers will be participating in a team-teaching workshop at OHS. Rachel Navis had seen the presenter (Peggy Black) at a reading conference this past February and asked her about coming to Oostburg to do a workshop with our staff. I called several of Peggy's references and they all had high praise for her skills in facilitating the discussions that need to happen between staff in order for it to be successful. This workshop is another step towards getting all students college and career ready. For most students, there is no better place to learn the content than in the regular education classrooms taught by teachers that specialize in those areas.

Board Update

Oostburg School District: Finance

To: School Board Members, Administrators

From: Kris De Bruine

Date: 8/14/2015

Cash Position:

	Current Year 6-30-15		Prior Year	
	Balance	Interest Rate	Balance	
OSB Checking	\$1,426,724.16	0.03%	\$872,327.94	0.35%
OSB Dental Acct	\$42,833.25	0.03%	\$43,086.11	0.00%
OBS Money Market	\$1,690,796.32	0.50%	\$1,576,349.94	0.50%
OSB Bond Acct	\$163,040.94	0.03%	\$174,521.14	0.40%
LGIP Savings	\$22.82	0.13%	\$22.82	0.00%
OSB - VANCO acct	\$11,313.30		\$1,957.10	0.00%
OSB - On-Line Store	\$2,902.45	0.00%	\$2,864.40	0.00%
Paypal Cash	\$1,136.45	0.00%	\$922.39	0.00%
TOTAL CASH	\$3,338,769.69		\$2,672,051.84	
Fund Balance (10/27)	\$3,211,911.09		\$3,144,188.67	

	Current Year 7-31-15		Prior Year	
	Balance	Interest Rate	Balance	
OSB Checking	\$463,847.36	0.05%	\$459,842.60	
OSB Dental Acct	\$38,859.04	0.05%	\$29,767.55	
OSB Money Market	\$1,391,477.34	0.50%	\$1,227,014.55	0.70%
OSB Bond Acct	\$163,096.33	0.50%	\$185,532.40	0.60%
LGIP Savings	\$22.82	0.03383%	\$22.82	
OSB - VANCO acct	\$24,840.29	0.13%	\$2,423.46	
OSB - On-Line Store	\$2,902.45	0.00%	\$2,864.40	
Paypal Cash	\$1,136.45	0.00%	\$922.39	
TOTAL CASH	\$2,391,219.68		\$1,908,390.17	
Fund Balance (10/27)	\$2,977,660.30		\$2,865,109.89	

- The above charts represent the fund balance and cash balances at each of the last two month's end. The top chart is the fiscal year end results.

Finance Update:

- An updated (through July) report is attached as a separate document. Please let me know of any questions or concerns.

- The 2014-2015 audit is complete, so the chart below is reflective of the final numbers. It's most beneficial to look at the 10/27 combination. The other funds really operate separately. As a reminder: Fund 21 is gifts; Fund 39 is the Referendum Bond payment fund (it is always negative based on the timing difference between tax payments on a calendar year basis and payments budgeted on a fiscal year basis); Fund 50 is Hot Lunch; Fund 72 is scholarship accounts and is not touchable to the District; and Fund 80 is the Community Rec fund.

2014-2015 Actual Financials

Fund	Rev	Exp	Net Income	Fund Balance
10	\$ 10,440,253.03	\$ 10,372,530.61	\$ 67,722.42	\$ 3,211,911.09
27	\$ 1,191,540.10	\$ 1,191,540.10	\$ -	\$ -
SubTotal	\$ 11,631,793.13	\$ 11,564,070.71	\$ 67,722.42	\$ 3,211,911.09
21	\$ 153,552.56	\$ 133,995.59	\$ 19,556.97	\$ 34,939.59
39	\$ 1,080,414.80	\$ 1,091,895.00	(11,480.20)	\$ 163,063.76
46	\$ 305,000.00	\$ -	\$ 305,000.00	\$ 305,000.00
50	\$ 313,536.20	\$ 318,409.24	(4,873.04)	\$ 58,329.36
80	\$ 82,130.73	\$ 84,240.54	(2,109.81)	\$ 16,280.91
TOTAL	\$ 13,566,427.42	\$ 13,192,611.08	\$ 373,816.34	\$ 3,789,524.71

Assets Managed but not owned by District (60-Activity 72-Scholarship)				Cash Balances
60	\$ -	\$ -	\$ -	\$ 182,529.36
72	\$ 45,442.64	\$ 48,020.86	(2,578.22)	\$ 112,052.27

3,211,911.09

Fund 10/27 Fund Balance

27.775% Fund Balance as a % of Expenses

DPI Update:

- The School Calendar Report has been completed. It tells DPI how many days and minutes we held school in the 14-15 school year.
- Kami Van Ess has completed the School Census report. Our School Census (population in our district age 4 through 20) is what determines our Common School Fund income for the following year. We are down 21 people, so that might have a bit of reduction in library funds for the 15-16 school year.
- The Transportation Report was completed by its due June 30th deadline.

Other:

The 15-16 budget is nearing completion. Kevin and I have been putting in a few minor adjustments, but should be ready for board discussion in September. That will give me time to get it published for the October Annual Meeting.

Board Update

Oostburg School District: Technology

To: Members of the Oostburg School District Board
CC: Kevin Bruggink, Scott Greupink, Ann Steenwyk, Sherri Stengel, Peter Scheppmann, Kris De Bruine, Bryce DeRoos
From: Lucas Allen
Date: 8/18/2015
Re: School District of Oostburg - Monthly Technology Report

Website

We went live on our website Friday evening July 31st. Feedback has been coming in and is mostly positive. [I did blog post about one of the issues](#) that we fixed right away and that was the forms and links. A majority of them were not “searchable” so visitors to the site using that function specifically to find their information struggled to locate what they needed. We’ll keep on considering constructive criticism of the site, understanding that a new site takes users time to get used to.

Innovation Room

The room is 90% completed. There are some small additions and changes needed to the space but the major work is done. The audio and visual package is in as well and will give us much flexibility in using the room. It was a huge hit with staff from the early in-service as well as anyone else who stops in to visit. Very unique and highly sought after, it’s our goal that it is used continually by our students, staff and community. Please look for opportunities in your day-to-day conversations to offer the room especially to business owners. They would benefit from a space like this, especially with the telepresence and its reach.

In-Service

Our 1.5 days was quite the ride. We had prepared heavily leading up to that Tuesday but encountered hardware issues first thing. It only set us back about 15-20 minutes, however it was a bit stressful and humbling way to start. Kevin used that time to show staff the innovation room. Day one included Google product training in the morning and different tech “breakout” session in the afternoon. Day two started with a tour of the new site, some other software items and then we went into our amazing race. Here is the best place to get a glimpse of the day: <https://twitter.com/hashtag/osdamazingrace?vertical=default&src=hash>. There were 10 tasks. Some staff were able to complete 2, others did all 10. We wanted it to be a learning experience for everyone and despite some frustrations and a few kidding threats of violence because of the level of difficulty for some, staff were very pleased to have time to put these skills into practice, learn with their peers and with the “race officials” at their side. Feedback from the lead team sounded positive as well and we have been requested to do this again soon.

Board Update

Oostburg School District: Buildings and Grounds

Buildings and Grounds
Board Update: August, 2015
To: Board of Education
From Peter Scheppmann
Date: 8-14-2015

Custodial:

- All classrooms in the elementary school have been cleaned once and a few more than that, presently we are working on Kaivacing the restrooms in the elementary building and working on punch list items. In the middle school all classrooms, restrooms and lockers have been cleaned. The main cafeteria area needs hallway floors waxed and the restrooms gone over once again. The high school we have the band room to go over and two main hallways to be waxed, then moving to entrance doors glass to be cleaned, with punch list items to be completed. The restrooms will be gone over one more time the week before school starts.

Maintenance:

- All major projects for this summer are complete.
- This Wednesday at 9:00 am Bill Berenz of NEVCO, the scoreboard company, will be here to program and train both Ryans on how to operate the new soccer scoreboard.
- In test runs of boiler units, the middle school second boiler has FAILED, it has been checked out by J & H Controls of Fond Du Lac and will have to be replaced. Presently waiting on quote.
- Also working through all teachers SchoolDude request.

District:

- Had a last minute change for storage / work area for DI, Destination Imagination group, which called for moving the IT departments major storage items and Buildings and Grounds major storage items, (graduation stage, choir sound shield, 6 carts of folding chairs and many other items. After great discussion and much input we have wonderful space for the DI students and coaches to work from.