

SCHOOL DISTRICT OF OOSTBURG
REGULAR MONTHLY BOARD MEETING MINUTES
High School Conference Room
February 18, 2015

- 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, Wendy DenBoer, Terry Lemkuil, Deb Harmeling, Jack Stokdyk and Mari Kretz. Board members absent: None. Administrators present: Kevin Bruggink, Scott Greupink, Sherri Stengel, Ann Steenwyk, Bryce DeRoos and Kris De Bruine (arrived at 6:45 pm from another meeting). Administrators absent: None. Others: Lucas Allen, Peter Scheppmann.
 - C. Proper posting of agenda was certified by Kevin Bruggink.
 - D. Harmeling made a motion, supported by Den Boer, to approve the agenda. Motion carried; unanimous.
- II. Public Letters / Comments – None
- III. School Board President / Administrators Reports
- A. Board President – No report
 - B. Superintendent – Kevin Bruggink advised that the promotional committee of the Oostburg Area Chamber of Commerce met this week. Many local businesses are looking for employees and Sheboygan County has strong economic growth which will hopefully attract families to the area. He also thanked the board for completing the School Board survey and discussed the best way to determine Board priorities surrounding the results. Mr. Bruggink also shared the success of the Fun Fair and thanked the committee members. He also thanked Steve Rogers and Ron Den Boer for their many years of leading the wrestling program and their work to make education a priority with their athletes. Written report was provided.
 - C. High School Principal – Scott Greupink also shared his appreciation for the wrestling coaches and provided additional information regarding the support and timeline for GPA and class rank changes. Written report was provided.
 - D. Middle School Principal – Sherri Stengel provided information regarding middle school scheduling and shared her appreciation for the ELA department for fidelity in implementing important changes to Reader's/Writer's Workshops and the success of those changes so far. She also shared that the initial archery team meeting was very well attended. Written report was provided.
 - E. Elementary School Principal – Ann Steenwyk provided additional information regarding Student Learning Objective (SLO) progress toward school goals and individual student progress toward SLO goals and work being done to select a new math curriculum. Written report was provided.
 - F. Director of Finance/Personnel – Kevin Bruggink, on behalf of Kris De Bruine, provided an update on current worker's compensation claims and the State budget. Written report was provided.
 - G. Director of Special Education – Bryce DeRoos provided an update regarding students in the GED program, the Strengthening Families program being started by Keri Kimble, and the high number of students transferring in to the district with special needs and what we are doing with our students to help them become independent. Written report was provided.
 - H. Building and Grounds Coordinator – Peter Scheppmann advised that he continues to look into options to correct furnace issues in the high school. Written report was provided.
 - I. Technology Coordinator – Lucas Allen provided an update on WTI professional development and funding and possible partnerships with other districts to share courses via telepresence. Written report was provided.
- IV. Consent Agenda Items – Stokdyk made a motion, supported by Hartman, to approve all consent agenda items with the exception of item D. Motion carried; unanimous.
- A. Approved the minutes of the following school board meetings:
 - 1. Monthly board meeting of January 21, 2015
 - B. Personnel
 - 1. Approved the resignation of Tamala Szyman as Student Council Advisor at year end
 - 2. Approved the resignation of Ashley Holzer as JV volleyball coach (50%)
 - 3. Approved the resignation of Amy Antes as JV volleyball coach (50%)
 - C. Finance
 - 1. Approved January Expenditures of \$766,275.19
 - 2. Approved January Receipts of \$2,289,121.33
 - 3. Approved January computer check numbers 10009178 – 10009297 and wire numbers 201400076 and 201400081 – 201400091
 - D. Other – This item was pulled from the Consent Approval and action was taken separately
 - 1. Stokdyk made a motion, supported by Hartman, to approve a resolution to commit an additional \$500,000 of fund balance for future building or maintenance projects.

- V. Action Items
- A. Motion by Lemkuil, supported by Harmeling, to approve Open Enrollment exceptions out of district. Motion carried; unanimous.
 - B. Motion by Lemkuil, supported by Hartman, to approve survey through School Perceptions. Motion carried; unanimous.
- VI. Topics for Discussion
- A. Legislative Committee Report – Mr. Stokdyk reported on comments made by local Superintendents regarding the State budget at a recent meeting. Mr. Bruggink added discussion on assessment changes that were included in the budget, as well as Course Options requirements. He shared that Senator LeMahieu felt there may be legislative support to restore the \$150 per pupil categorical aid, but that voucher supporters were also looking for increases in funding for their program, as well as the transportation department needing additional funding if May revenue projections come in better than expected.
 - B. Finance Committee Report – No report
 - C. Buildings and Grounds Committee Report – No report
 - D. Transportation Committee Report – Deb Harmeling reported that the committee has discussed the bus contract with Otte Bus. Any action taken on this item will be taken up at next month's meeting.
 - E. Negotiations Committee Report – Discussion to be held in closed session.
 - F. Policy Committee – No report
 - G. OCEF Report – No report
 - H. Long Range Planning Committee Report – Mr. Lemkuil updated the Board on the drawings that the Long Range Planning Committee has been working on with Bray Architects.
- VII. Lemkuil made a motion, supported by Kretz, to adjourn to closed session to discuss certified staff negotiations pursuant to Wis. Stats. §19.85 (1)(c). Motion carried; unanimous (individual voice vote). Closed session began at 7:34 pm.
- VIII. Den Boer made a motion, supported by Lemkuil, to reconvene into open session at 9:15 pm. Motion carried; unanimous (individual voice vote).
- IX. Future Board Meeting Dates: Regular Board Meeting – March 18, 2015, in the HS Conference Room
- X. Lemkuil made a motion, supported by Stokdyk, to adjourn meeting. Motion carried; unanimous. Meeting ended at 9:16 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: February 13, 2015

Re: District Update

-
- Our performance compensation discussions have been productive and the committee is wrestling with the reality of a fixed pool of resources which are available for compensation and what recommendations would best structure those resources. I look forward to updating the board in more detail around how this may tie in with upcoming negotiations.
 - I met with our NEOLA representative, Dick Wasson, this week to review the latest policy and guideline updates. This round of updates was extensive, and Kami is in the process of entering the changes I am recommending. We are targeting March for a first read of those policies and the drafts should be headed toward the Board policy committee members in the next several weeks. Mr. Wasson also informed me that he will be retiring and our next round of updates will be facilitated by a new NEOLA representative. I have appreciated the positive relationship we have had with Mr. Wasson and NEOLA in general. We continue to learn the depth of our policy manual, but are in a very solid place compared to our pre-NEOLA condition.
 - Our mid-year summative evaluation meetings and SLO reviews are now complete. This process allows an opportunity to review our progress toward district goals in a very tangible way. Each building administrator has been able to review their personal building goals in relation to department and grade level goals. This provides important information as we plan strategically for the second semester. I have participated in several of the review meetings and appreciate the intentional problem solving based discussions as we work to reach our student achievement goals. A few specific examples of this work are listed below:
 - Ann was able to review where each classroom is at in terms of percent of students reaching their reading benchmarks (District goal) and what level of growth is necessary to reach our end of the year goals. Her discussions included specific percentiles related to where students ended last year, where they are now and where they were expected to be in June.
 - Kindergarten is an excellent example of the impact of our work: Five years ago very few students were reaching the grade level benchmark – Level E readers. In fact, many kindergartners would move to first grade reading at level A, B or even nonreaders. We are currently on track to have close to 90% of our kindergartners reading at Level E. For reference, if we can move students 3-4 levels per year we are making good progress. Ann's discussions also include specific plans to close the gap with students that are not on grade level.
 - During our weekly meeting, Sherri shared specific percentiles related to our MAP lexile scores. This is the measure we are using to track toward District goals grades 6-8. Running Records (The OES assessment) tops out at about 5th grade so MAP takes us into the MS years. Again, the difference in percentile of students at benchmark is dramatically different than it was five years ago. These

assessments have a high degree of validity and provide an external barometer of our increased impact on student achievement.

- Scott continues to lead the monitoring of our ACT suite of assessments. The discussions at OHS have included correlating ACT benchmark scores and classroom grades. We are seeing much greater fidelity in grading practices as a result of this focus. The work of the HS staff on assessment quality is providing a model that we can definitely learn from K-8.
- Thank you for completing the School Board survey provided through WASB and *School Perceptions*. We have responses from all board members, and I have been reviewing the results and considering next steps related to how this information can improve our effectiveness. I encourage you to look over the results provided by School Perceptions. One thought I have related to the survey data is considering a review of a single survey area during the course of several months (possible more and possibly less), and using that area as a focus for discussion and improvement. The survey contains 12 categories with several “items” or questions for each category. As a brief intro to the results, the first category in the survey is “Vision” and there are six questions in that area. The lowest responses in this category came in the following two questions:
 - *We clearly communicate our vision to our staff, parents and community.* - Three board members indicated this was mostly achieved and four board members indicated this as partially achieved.
 - *We use a planning process to focus and establish our strategies.* - Four board members indicated this was mostly achieved, two indicated this was partially achieved and one member indicated this was not achieved or started.

The highest response in this category came in the following question:

- *We have a policy framework that provides clear direction and empowers the superintendent/staff to meet student achievement goals.* - Five board members indicated this was mostly achieved, and two indicated this was fully achieved.

Guiding questions as we consider the survey could include:

- *Does the survey question address an area which is a local priority in helping us reach our District goals?*
- *Does the survey data accurately reflect our current reality?*
- *Does the survey data reveal a need for improvement?*
- *If the response to the first three questions is “yes,” what are the action steps which are required to address this area?*
- Our Long Range Planning Committee will be meeting on Feb. 16th to continue discussions around the Bray Facilities Needs Assessment. We have discussed the potential need for a more focused community survey around facilities, particularly as we begin to recognize the scope of our needs at OHS and OES and the potential cost of those needs. We look forward to providing the entire board with a more detailed update in the months ahead.
- I have received a response from both Senator LeMahieu and Representative Katsma to my request to meet with them regarding the recent budget and how state budget decisions impact OSD. They were available to meet with Kris and me on March 13th in the morning. We have started preparation for what we believe is a very important meeting as we attempt to show our legislators how Oostburg has acted as strong stewards of our community resources and how this budget jeopardizes our ability to meet student needs going forward.

- I would like to recognize and celebrate a few noteworthy accomplishments from our staff. As you know, Steve Rogers has informed his wrestling team and Molly that he intends to retire at the end of this season. Molly is working to coordinate special recognition from our athletic department, but I have also spoken with Steve about joining an upcoming inservice with our teaching staff. Steve has been nothing short of outstanding in his support of his athlete's academic progress. Over the years he has worked very closely with teachers and administration to keep the classroom a priority. Steve's integrity and priorities shine through and have earned him the respect of our entire staff. Many individuals will recognize the loss of a great wrestling coach, but our staff knows we are losing much more than a coach. We are losing a mentor and role model for young men and a leader across our school community.
- We have shared our strong partnership with The Wisconsin Technology Initiative and the resulting \$135,000+ in grants. What you may not know is that Lucas has been a key leader in WTI's work. During our recent meeting in Madison, Lucas facilitated a conference call with The University of Nebraska. Lucas took the initiative to reach out to Nebraska on his own and built a partnership that is resulting in a statewide / WTI driven collaboration. Lucas has not been content to simply sit back, participate in the grant writing and accept the money. Instead, he is a key leader in the WTI community and someone they look to for direction. His work in this area is noteworthy and unique!
- The final numbers are in and our annual PTO Fun Fair raised over \$13,000! Each year it seems improbable that our PTO leaders will be able to improve on our Fun Fair evenings, yet each year the bar is raised. The money raised is certainly impressive and goes directly toward helping students, but it is just as valuable to have an evening when our families are together in our schools. Please join me in thanking those most responsible for this great event:
 - Fun Fair Coordinator- Robin Dirkse
 - Food - Regina Hartman
 - Games - Julie Parish
 - Prize - Michelle Arnold
 - Decorations - Tammy Brusse and Lori Taylor
 - Auction/baskets - Laura Hoffmann, Nicole Hendrikse, Jenn Swart
 - 95 teacher and parent volunteers, 36 people who baked goods for the cakewalk, 9 committee members for a total of 140 people.

Board Update

Oostburg High School

To: Board Members and Administration
From: Scott Greupink
Date: February 10, 2015
Re: Monthly Updates—February

- ✚ I have been working on preparations for the Top Ten Banquet and a couple of things I plan to add to the program include: recognizing our seniors who have scored 30 or more on the ACT (we have four students who have scored that high), recognizing our top students in terms of some combination of most dual credit classes taken or college credits earned at OHS, and recognizing our National Merit Finalist—Emily Kretz. My motivation with these additional recognitions is to begin to celebrate the things we value and that are directly connected with our goals. There are quite a few younger students at the banquet, and hopefully if we are increasingly thoughtful about what we celebrate, we will begin to shape student attitudes about what matters most as they prepare for the future.
- ✚ We continue to discuss possible changes in how we calculate GPA and use class rank. I have surveyed the conference schools, and in that process we learned that this is a topic that many are considering—although most are going a far different direction with eliminating class rank in favor of a Laude system more like colleges. Our motivation in making changes is to systematically encourage students to take more demanding courses that we know will help them prepare for the future. The more we think about how to accomplish that specific goal, the more we focus on weighted grades for dual credit classes. This directly addresses student's strength of schedule and it provides a pretty strong incentive to take the most challenging classes. It may be interesting for the Board to know that this year's top ten and top twenty students on average took less than half of our dual credit/college prep classes. That simply does not make sense in terms of taking classes that will best prepare students for the future, and by far the biggest reason we hear is that students are concerned about their GPA/rank. Weighted grades would directly address that reality. We are also concluding as we discuss this topic that including an ACT score in rank would get weird and confusing. While we believe that increasing students college and career readiness scores (both Aspire and ACT) is a huge priority, this is not the place to interject that factor.
- ✚ On March 6th, LTC is offering a Careers of the Future workshop for schools. In their materials they state that, "At least 54% of the Wisconsin jobs in the next decade will require technical college education." I am looking forward to attending to learn more about the coming job market and to continue to improve our ability to support and transition students who will take this sort of career path. Technical training after high school is clearly going to be a desirable option for many of our students in the next ten years and we want to do our best to prepare these students for success.

Board Update

Oostburg Middle School

To: Board of Education

From: Sherri Stengel

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

Date: 2/13/15

Re: Oostburg Middle School Principal Report

OMS Schedule:

Our scheduling committee is getting closer to finding a schedule that will work for us for next year. As always, we've come to the realization that we aren't going to figure out the perfect schedule that meets all of our needs. Thus, the discussions around priorities, with student learning being at the top, have drawn us to where we are at now. Some of our top priorities were to keep science, math, and literature classes longer in length, and to have READ 180 students get social studies and be available for intervention in other areas. We also desired to have our high interest and intervention times at separate times during the day so students in intervention could experience high interest classes and make the high interest time more productive for HI staff because they would have a constant group of students; rather than having students moving in and out of these classes per their intervention needs.

We are currently working on taking the student schedule and are turning it into a teacher schedule. The next step will be to touch base with Josh Cole and Scott to make sure that the schedule will work with our shared staff.

Readers/Writers Workshop:

Now that we are in our second year of implementing Reader's Workshop and have the first semester of Writer's workshop under our belt at OMS, we have taken time to meet as a team to reflect upon what is working, challenges we are facing with time, fidelity of implementation, and how we are going to problem solve around these areas. I have appreciated the time that this team has put in above and beyond their normal school day this year to learn about and implement the workshop model in both subjects.

Assessment Preparations:

Preparation for spring assessments has been occurring on multiple fronts. Lucas has been key in making sure we are prepared from a technology and infrastructure stand point. Meetings with Scott and Ann have taken place and continue to occur to plan schedules and other testing logistics related to the assessments. I am also in the process of planning practice tests for the Badger (formally Smarter Balanced Assessment) at OMS to occur prior to the actual Badger assessment window that opens on March 30 and closes May 22.

Archery Team:

On February 11, Jenn and CJ Swart held a student/parent informational meeting for the National Archery in the Schools Program (NASP) that they are starting for interested OMS students. Jenn presented to the school board on this program a couple months ago. The meeting was very well attended and it looks like the team is well on its way to becoming a reality in Oostburg! I'm excited about this additional opportunity for students to become involved in something outside of the school day. Practices are planned for Thursday evenings from 6:30-8:30 in the OMS gym. They intentionally planned it during this time to avoid other sport practices so students did not have to choose one activity over another, and rather, can do both.

Board Update

Oostburg Elementary School

To: Board Members and Administration

From: Ann Steenwyk

Date: February 13, 2015

Re: Board Update

-
- After spending time with each team during the SLO review process looking at progress toward our school and district goal, our next step was to meet with teams to problem solve and develop strategies to make sure students who were behind are getting what they need. Those meetings occurred each day this past week at every grade level. As we discussed various strategies, we questioned whether or not we've achieved fidelity with some of our higher level interventions. We believe we can fix this by making some changes in the schedule on Fridays and zeroing in on making sure some students have 5 days of solid intervention. We have been able to celebrate some successes with students that have achieved beyond what we expected and also discussed how to meet the needs of these students. One of the things we are doing particularly well as we've continued to learn more about the new standards is planning and differentiation. Although this high level of planning for students takes a great deal of time (and at times creates stress), the results have been rewarding. Because the workshop allows for more differentiation, we have seen that we have a deeper understanding of strengths and needs of our students and as a result can plan for their needs.
 - The 3rd grade put on another excellent George Washington program this past Wednesday. As students work through the difference between historical fiction and non-fiction, they love to share interesting facts, and the adults are always surprised about what they also learn along the way. Thanks to the 3rd grade team and the interventionists for putting on this event.
 - The entire 4th grade took the Badger practice test this week, so we could see how our infrastructure handled it and to see how students responded to the test. Although the practice test was only 14 questions long, it gave us some insight into how we can further prepare students for taking the test in April. Sherri and I will be meeting next week to get the scheduling in order so that we can have the least amount of instructional disruption possible.
 - As we continue to work on closing the gap and increasing the quality of our Title I services, Kristin and Bryce have been working on putting together some parent meetings as a support to parents. Our first set of meetings will focus on introducing how read-aloud at home can impact reading achievement. Our first meeting is scheduled for March 12th at 5:00. We also plan to schedule some meetings during the day to try to reach parents with a variety of scheduling needs.

- The math curriculum series selection committee met all day yesterday to review Envision. Although the series looks adequate in terms of materials, resources, and instruction, when we used the tool to review the assessments, we were quite disappointed. Should we choose this series, we would need to rewrite all of the assessments. We will be meeting again on March 3rd to begin our review of GoMath. We decided to start with the review of assessment for this review. As we review each series, we are also looking closely at the resources used to communicate with parents. As we roll out a new series next year, our intent is to have optional parent meetings and/or videos, so that parents can be informed about how the new material is presented to students. This will hopefully provide enough information so that they can help their children with homework when needed. This process overall has really helped us to understand the standards and how to assess them.

Board Update

Oostburg School District: Special Education/Pupil Services

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

- I know it is only February, but there has already been some discussion from special education staff regarding caseloads next year. Staff are busy trying to figure out what the best possible set up is regarding needs and services for our students identified with impairments. We have had an incredible year in the number of new students transferring into our district with special education needs (14 new transfers) in addition to any new referrals we have had and continue to have. As a result, it puts an additional strain on the system of supports we have in place. Therefore, it is my hope that the discussion with staff can be centered on our need to review how we are promoting independence and how we are allowing failure and problem-solving as a means and pathway to success. If we can address these topics, that will allow us to have an honest discussion on where we are placing our supports and if adjustments need to be made.
- I met with Nan Gabrielse a few times this past week and we are progressing very well with our high school GED students. Several of our students have passed the different competency tests at LTC (Lakeshore Technical College) and those that have failed are missing by just a point or two. Nan is making some great progress in establishing routines and relationships with the students and she is definitely proud of their successes.
- Next week I'll be attending a conference called "Closing the Gap" with 5 of our elementary staff at the Chilton School District. The purpose of the conference is to identify school-wide intervention strategies and supports to help minority and low-income populations. There is one specific break out session that will talk about ELL (English Language Learners) students and context-specific strategies that we can use to help bridge the gap.
- Update from Keri Kimble:
 - It is hard to believe that over half of the school year is already gone! I have loved working with the middle school students in Oostburg—they are all great kids. I have been busy with planning classroom lessons, each month has a different theme. So far this year, we have covered Study Skills, Bullying Awareness, Teamwork/Cooperation, Health/Wellness, and are currently on the theme of Kindness. In 8th grade, we have covered a careers unit as they are preparing for their 8th grade conferences with myself and their parents. 8th grade conferences are going to be a way for parents to use me as a resource as their child transitions to high school and for me to inform parents of the differences between high school and middle school. Letters introducing the conferences were sent out with 2nd quarter report cards and 8th grade students will continue to prepare for these student-led conferences in the months to come.

- I have also been busy putting together a psychoeducational workshop for families of the district/surrounding community. The program, Strengthening Families, will be facilitated by employees of Mental Health America of Sheboygan. The seven-week program has been a great way for me to get to know the different organizations and groups in Oostburg (Key Club, Oostburg PTO, MS Student Council, and still more to come!). It is our hope to have families attend and have a positive experience. By gathering data this year, we hope to have information to help us recruit families again for next year!

Board Update

Oostburg School District: Finance

To: School Board Members, Administrators

From: Kris De Bruine

Date: 2/13/2015

Cash Position:

	Current Year 1-31-15		Prior Year	
	Balance	Interest Rate	Balance	Interest Rate
General Checking	\$126,489	0.35%	\$232,810	0.3486%
Dental clearing Acct	\$33,231	0.00%		
VANCO clearing Acct	\$6,586	0.00%		
Paypal Acct	\$1,513	0.00%		
On-Line Store Acct	\$2,901	0.00%		
General Savings	\$1,883,946	0.50%	\$2,106,344	0.70%
LGIP Bond Acct	\$23	0.00%	\$23	0.00%
OSB Bond Acct	\$930,559	0.00%	\$594,828	0.00%
Fund Balance (10/27)	\$1,876,507		\$2,195,032	

Finance Update:

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

DPI Update:

- I reported last month that the 2nd Friday Pupil Count occurred Friday, January 10th. The report has been filed (thanks Kami) and our membership increased from 1,001 in Sept to 1,014 in January.

Other:

- All the calendar year end processes have been completed by the January 31 deadlines. W2s, 1099s, calendar year end balancing of all of the federal and state reports and the annual reconciliation and submission of the Wisconsin Retirement Report have been completed.
- The state budget address by Gov. Walker presented some issues for public K12 education including: very limited new funds, no increase in in the revenue cap, no voucher cap (still limited to income restrictions and only to students currently in public education, and defunding of the Smarter Balanced Assessment. This will be an interesting period for us as we work to balance a 15-16 budget without large increases in taxes, which is still allowed for us as we are under the revenue cap.
- As Kevin mentioned in his report, I've been spending time on the Certified Staff Performance Compensation costing, as well as beginning to develop a Performance Comp system for our Support Staff as well. I've begun that process by getting comparables from all Sheboygan County schools, with the exception of Sheboygan due to its size. I plan to build wage ranges

for each position type. The next step will be to look at the tool we use for evaluations, which will then be used with the wage ranges to make recommendations for increases for next year.

- I have been working with our Workers Compensation rep on the case that we notified you about last month. That employee is working from home on things that we are gathering here for her to do. That way we can contain the lost time reporting, so our insurance increases stay within a reasonable amount.
- In January, we moved our food service software from our old program, which is no longer being serviced, to Infinite Campus. That transition will be great going forward, but in the meantime, it's been hard for me to reconcile the January month end balances. We have called IC to get a few corrections made so it is not so difficult in the future to complete the month end processing. Hopefully all we work very smoothly in February!
- FMLA is a hard program to completely understand, and we have had several requests for upcoming leaves. I've spent a bit of time over the last month meeting with a few staff for that purpose.

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 DeBruine, Bryce DeRoos
From: Lucas Allen
Date: 3/23/2015
Re: School District of Oostburg - Monthly Technology Report

Agenda Bullet highlights

- WTI Grant update

Website

- Things are coming together but we continue to chase and press students and staff to get their relevant content created and turned in to us. This has been the most challenging part thus far. There is a point of diminishing return between getting the site done and getting it perfect and we are learning and trying to balance that as we go. We could paste a welcome letter by the principal on the school page but we'd rather have a video interview instead. We could put a solid background but we would like low contrast images instead. Regardless, we are aiming to have a final site by the end of summer.

WTI Grant

- I spent a day in Madison on 2/5 with Kevin and Erica. We learned what is on the horizon for the WTI organization and I gave a presentation about a scheduling tool we plan on using to organize classes via telepresence.
- Have received all of our hardware except for the SMART Tables which are on a few week backorder and telepresence cart which may be upgraded to a different model. The board room will also be outfitted with a SMART board. Data collection with Brightbytes is under way and we have enough responses to be "statistically significant." We will use the data as a tech benchmark. Those districts that have used it such as Steven's Point and Green Lake have spoken very highly of it.

Federal Telecom Funding ("erate")

- I filed our 470 form which is basically a request for proposals. That stays open for 28 days before we can decide which internet, cellular, and telephone provider we select. I'll then file the 471 form to select those vendors and determine our expected reimbursement.

Board Update

Oostburg School District: Buildings and Grounds

To: Board of Education
From: Peter Scheppmann
Date: 2-13-2015

Custodial:

- The custodians in all buildings are continuing their focus on disinfecting surfaces, along with keeping hallways clean from the recent snowfall, that are being carried into the buildings from everyone's boots. At times some hallways are scrubbed twice a day.
- In the elementary school building the custodial staff is taking extra cleaning measures, due to the cases of lice.

Maintenance:

- Working through reorganizing the storage shed to create space for the ROV team to temporarily set up an above ground pool. This will give them a location on site to test their underwater robotics vehicle.
- Started servicing the lawn cutting equipment in preparation for spring.
- The high school gym furnaces' auto thermostat has been malfunctioning. Working on correcting the issue and monitoring the system.

District:

- Presently reviewing areas of need for summer work projects, along with the alignment with budgets.