

BOARD MEETING AGENDA - draft
REGULAR BOARD MEETING
HIGH SCHOOL CONFERENCE ROOM
WEB: www.oostburg.k12.wi.us
December 21, 2016, 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 November 16, 2016
 - B. Personnel
 1. Approval of the resignation of Luke Menzel as high school special education aide
 2. Approval of the hiring of Keith Chipman as high school special education aide
 - C. Finance
 1. Approval of November Expenditures of \$985,089.18
 2. Approval of November Receipts of \$113,245.29
 3. Approval of November computer check numbers 10011364 - 10011415, wire numbers 201600061 – 201600075 with the exception of 201600074 which is a December issue, ACH numbers 161700181 - 161700209, and manual check numbers 501670 - 501677

- V. 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. 1st read on the following board policy: Athletic Code policy (new)
 - b. 2nd read on the following board policy: 8600
 - G. OCEF Report
 - H. Long Range Planning Committee

- VI. Adjourn to Closed Session per state statutes 19.85(1)(c) and (f)
 - A. Discuss confidential personnel matter

- VII. Action items – any action from closed session discussion

- VIII. Future Board Meeting Dates: Regular Board Meeting – January 18, 2017, in the HS Conference Room

IX. 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: December 16, 2016
Re: District Update

- The Wisconsin Association of School Boards will hold their 2017 Delegate Assembly on Tuesday, January 18th beginning at 1:30pm as part of the joint annual convention. Each board member should have received notice of this assembly and the pre-delegate assembly being held on January 17th at 7:00pm. Both meetings will once again be held at the Milwaukee City Center Hotel as part of the joint convention between WASDA, WASBO and WASB. Although we have not had board members attend in recent years, I would be happy to coordinate attendance for members who have interest in attending all or part of the convention. Although there are multiple resolutions up for consideration by WASB delegates, I would like to draw your attention to the following:
 - Resolution 17-10: Measuring College and Career Readiness (CCR) – This resolution supports a framework being proposed by the American Association of School Administrators (AASA) and defines CCR to include multiple research-based factors not currently emphasized by the federal Every Student Succeeds Act (ESSA).
 - Resolution 17-16: Educational Savings Accounts (ESAs) – This resolution would allow WASB to take a formal position in opposition to ESAs. As described in the resolution document from WASB, ESAs (also known as “Vouchers 2.0”) are a type of private school choice program that provides eligible students with public funding toward a private education. The WASB document you received provides an extensive description of ESAs and the rationale for WASB’s strong opposition to this potential legislation.
 - There are also several resolutions related to revenue limit authority and quite a bit of discussion around school start date. Although both of our local legislators have expressed support for local control around school start date, leadership in both the Assembly and Senate have prevented legislation which would reestablish that local control with our school boards.
- As noted last month, policy 1240 requires the board to annually, no later than January 31st, evaluate the performance of the District Administrator. I have attached the evaluation tool approved by the board with this update for your consideration. In past years the board has completed this responsibility formally during the January board meeting.
- Policy review has been a significant focus recently as we have received special release updates related to information and technology from NEOLA. The focus of those updates is primarily around website accessibility as the Office of Civil Rights (OCR) is contacting districts across the nation regarding this issue. In addition, policy review around facility use has been in the forefront of our administrative discussion and planning.
- By our December board meeting our community should receive very positive news regarding a new business locating their facility expansion in our industrial park. It is my understanding that two factors were at least part of their decision to build in Oostburg. First, one of their executives participated in a leadership committee meeting of the Sheboygan County Economic Development Committee which we hosted in our middle school innovation room last spring. Before that meeting started we were afforded the opportunity to provide a brief overview of our work as a school district in partnering with our business community. I was able to share my role on the Business Education Partnership (BEP) committee of The Sheboygan County Chamber of Commerce as well as my participation on the Oostburg Chamber Economic Development Committee. I also discussed our

efforts to share our facilities and technology with our local business for training and other ways that may benefit their work. A second driver for this business's relocation decision was the Prevea Clinic in Oostburg. This company partners with Prevea and having the clinic in our village will allow their employees to have affordable, close health care. Without the commitment made by Oostburg Concrete Products and The Oostburg School District, the Prevea Clinic would not have located in Oostburg, and now the clinic benefits we have realized as a District are expanding and becoming a factor in attracting business to our community.

- Sheboygan County Superintendents have been discussing the growing concerns in the area of child and adolescent mental health. The United Way has a health building block and part of their focus in this area is potential support of a program called Providing Access to Healing (PATH). Random Lake currently has a grant for the PATH program and there is potential for that program to expand to other county school districts. Discussions are in the initial stages, and I look forward to sharing more detail as this opportunity moves forward.

Board Update

Oostburg High School

To: Board Members and Administration
From: Scott Greupink
Date: December 20, 2016
Re: Monthly Updates—December

✚ Kevin noticed that our Athletic Code policy was not only outdated—not reviewed for about ten years—but also not really in our policies technically since we moved to NEOLA. Given those two realities, we felt it was a great time to review the Athletic Code Handbook, do the necessary updates, and add it to our NEOLA policies. Since the Athletic Code has not been much of an issue lately, and we don't have anything that we really need to fix about the code, the revisions are mainly just updates of one sort or another. I have use the strikethrough feature to identify parts we suggest eliminating and I have added new language or additions in red. Hopefully, this allows you to see not only what we are recommending but what that is replacing too. The draft Athletic Code Handbook Policy is cut and pasted below.

374.13

SCHOOL DISTRICT OF OOSTBURG OOSTBURG HIGH SCHOOL ATHLETIC CODE HANDBOOK

As a part of the School District of Oostburg's co-curriculum, the athletic program shall provide an ~~environment which enables a student to acquire not only knowledge and information, but also the attitudes, ideas, understanding, appreciation, and skills necessary for participation in a democratic society. As such, it provides certain opportunities and emphasizes definite aims difficult to duplicate in other school activities.~~ **educational environment that not only teaches the students skills and knowledge about the sports in which they are participating in but also provides a learning environment that supports the development of characteristics such as self-discipline, hard work, commitment, teamwork, and other valuable qualities that can be emphasized and nurtured in ways that are difficult to duplicate in the classroom or other educational settings. It is through a focus on developing athletes as people and helping them develop qualities that will serve them for a lifetime, that our sports program can have educational value and meaning beyond the games/contests themselves.**

While **the opportunity to participate in these activities is a privilege** extended to all students, **there are responsibilities and expectations that each student must strive to fulfill.** The Wisconsin Interscholastic Athletic Association (W.I.A.A.), of which the School District of Oostburg is a member, has established several areas of regulations for all participants. In an effort to communicate these expectations to you, this handbook has been written and provided for students **enjoying the privilege** of participating in interscholastic activities.

Revised: September 15, 2005
Revised: August 25, 2004
Revised: June 2004
Revised: April 2002
Reviewed with Coaches: May 1998
Adopted: August 1996
Add to NEOLA policies—January 2017

RESPONSIBILITIES

With privileges come responsibilities.

Your greatest responsibility is to be a credit to yourself, parents, school, and community. Therefore, it is required that you, at all times:

1. Display high standards of social behavior within school and community.

2. Display sportsmanship as defined in the ~~Central Lakeshore Conference Sportsmanship Code~~, by **Big East member schools**, the W.I.A.A. Handbook, and as established by the coach of your individual sport.
3. Display respect for those in authority including school personnel, coaches, and officials.
4. Observe all training rules of the W.I.A.A., school, and team.

Any participation in co-curricular activities implies consent on the part of the participant to abide by the expectations established in this handbook.

RULES OF ELIGIBILITY – W.I.A.A.

1. **A student may not participate** in interscholastic athletics until:
 - A. The school has a physical/alternate year card, signed by parent/guardian and a licensed physician on file in its office.
 - B. The school has an insurance waiver signed by parent/guardian, an Athletic **Code** Agreement form on file in its office, **a concussion waiver (except Cross Country), an Aurora waiver related to the trainer, and have paid the sport fees as required.**
2. **A student shall be ineligible** for interscholastic competition if he or she reaches his or her 19th birthday before August 1 of any given school year.
3. **A student is ineligible** after attending eight semesters, and may not participate in a sport in more than four different seasons while enrolled in grades 9–12 of the senior high school.
- ~~4. **A student becomes ineligible** in a sport for the remainder of the season for competing in a non-school activity in the same sport during the established school season (practice or competition) ***W.I.A.A., Article VI.**~~
- ~~5. **A student shall be an amateur** in all recognized sports of this association in order to compete in any sport, and he/she shall become ineligible for all further participation in the school's interscholastic program if he/she:

 - ~~A. Accepts reimbursement in any form (a) salary, (b) cash, (c) merchandise of any kind or amount, or (d) share of game or season proceeds, for achievement in athletics.

 - ~~1. Actual and necessary reimbursement for transportation, food, and lodging paid in connection with playing a contest shall not be regarded as a violation.~~
 - ~~2. A student may receive an award which is symbolic (non merchandise) in nature such as trophies, medals, ribbons, event t-shirts, event hats, game balls, or other items of no intrinsic value, but may not receive such merchandise items as jackets, sweaters, sweatshirts, equipment, watches, rings, billfolds, etc. regardless of their value.~~
 - ~~3. A school may allow a student to retain items of practice and playing uniforms which, for hygiene, obsolescence, deterioration, etc. will not be passed on to another student ***W.I.A.A., Article IV.**~~~~~~
6. **A student shall be suspended from interscholastic athletics (competition)** for acts at any time (a) involving the **use or possession** of alcohol or tobacco or the use, possession, buying, or selling of drugs, **or any similar use, possession, buying or selling of alcohol, tobacco, or drug related look-alikes, such as but not limited to e-cigarettes.** (b) violating the school's training regulations, (c) involving any other immoral or unacceptable conduct contrary to the ideals, principles, and standards of the school and the W.I.A.A.
 - A. A school shall have a code of conduct for its athletes.
 - B. The minimum penalty for acts of unacceptable conduct as outlined above occurring in association sponsored tournaments shall be immediate disqualification of a student for the entire tournament series in that sport.

Note: The aforementioned articles are found in the W.I.A.A. Handbook in their entirety.

RULES OF ELIGIBILITY – SCHOOL DISTRICT OF OOSTBURG

W.I.A.A. Rules of Eligibility are intended to be a minimum. School districts are encouraged to establish higher standards.

1. **No student athlete shall possess or use any kind of tobacco products or look-alike products.**
2. **No student athlete shall possess, transport, or use alcoholic beverages, controlled substances, or “look alike” products intended to imitate either of these items.**
3. **No student athlete shall engage in any conduct unbecoming an athlete, “including, but not limited to, criminal behavior”.**

ELIGIBILITY – ACADEMICS

- A. A student must meet school and DPI requirements defining a full-time student and have received no more than one failing grade (including incompletes) in the most recent grading-reporting period.* Any student who receives more than one failing grade or receives one failing grade for two consecutive quarter grade-reporting periods shall be ineligible. (A senior who has acquired all necessary credits toward graduation is not exempt from this rule.)
1. A student who becomes academically ineligible may regain probationary eligibility on the 16th scheduled school day by meeting the academic standard, following a period of 15 scheduled school days and nights of ineligibility as long as a minimum ineligibility period of 1/3 of the season has been served. (Students must demonstrate that they have “met the academic standard” with a progress report form that shows they are passing all of their classes. To retain probationary eligibility, the student must complete this progress report weekly and be passing all of their classes each week. The form must be filled out and given to the Athletic Director by 11:30 a.m. on each Monday morning for the remainder of the quarter. If an “F” appears, they become ineligible immediately and until the next grade-reporting period.)
 2. A student regains eligibility immediately if incompletes are made up within two weeks after a grade-reporting period. A student may erase ineligibility status following the last grade-reporting period of the school year through summer school courses provided the course(s) are pre-approved and/or deemed equivalent to the one(s) that caused the ineligibility. Note: This section does not apply to summer baseball participants who are governed under 7b below.
 3. A student may erase ineligibility status related to the last grading-reporting period through summer school courses that have been pre-approved, provided:
 - a. The student successfully completes not less than the same number of courses which caused ineligibility.
 4. A student who is ineligible for a minimum of 15 school days, under the provisions of this Section, may not return to competition until the school day following the 15-day ineligibility period or until at least 1/3 of the contests have been served.
 5. A student who is enrolled in some courses in a university/college or technical college or some similar institution:
 - a. Must be in physical attendance (in his/her school) at least on course each day.
 - b. Must receive high school credit which meets the academic standard or have a notation made on his/her high school transcript that he/she successfully met the equivalent of the academic standard between the two schools involved.

Note: A student who has been assigned to a technical college by the school district is exempt from the provision requiring physical attendance at least on course each day, provided such a student continues being carried on the attendance rolls for the purposes of state aids.
 6. A student who is enrolled in any state-approved EEN program and receives no usual grades for such courses may be eligible if he/she is making satisfactory progress in his/her total school program as indicated by his/her IEP.

Note: A student’s IEP cannot, however, be used to mandate athletic participation. Athletic participation continues to be a privilege, not a right, and all students must meet eligibility requirements.
 7. The ineligibility status described in the introduction to this Section (A) will be adjusted as follows for students in fall sports in which the date of earliest allowed competition is before the first day students are in class and for summer baseball:
 - a. Fall Sports—The minimum ineligibility period shall be 21 consecutive calendar days beginning with the date of earliest allowed competition in a sport but not less than one-third of the maximum number of games/meets allowed in a sport (rounded up if one-third results in a fraction).
 - b. Summer Baseball—The ineligibility period shall be a minimum of three weeks (21 consecutive calendar days) as of the end of the second semester and a minimum of 1/3 of the scheduled games.

Note: If an athlete has participated in summer baseball and has served the 1/3 season ineligibility period they will begin the fall season with probationary eligibility. (This means they must begin weekly progress reports during the first week of school)

* The term grading-period means both quarter and semester grades.

ELIGIBILITY – ATTENDANCE

An athlete is expected to be in school for the full school day UNLESS EXCUSED BY THE SCHOOL, and if absent excused for illness to be in school at 11:30 a.m. sharp and MUST PARTICIPATE in remaining classes, and is also expected to be in school for the full school day the day following an athletic event in order to participate in an event or practice that day, except in the following circumstances:

1. A school event such as a field trip, honors band/choir, forensics event, or other school program.
2. Absences as approved under the school district attendance policy.
3. Any athlete under school restriction of suspension shall lose their privilege to participate that entire school day.

Note: Any athlete who is absent during the morning on a day of a practice or an event and obtains an excuse from the Administration for that absence will be allowed to participate providing there is no recurrence of the illness during that school day.

In the event an athlete is habitually late to school on the morning of an event/ practice, arrives at school for afternoon classes only, or is absent for part or all of the school day the day following an event, a doctor's excuse may be required in order for that absence to be excused and for the athlete to participate in the next practice/event.

RESIDENCE & TRANSFER

Any student who transfers into the School District of Oostburg shall be subject to the conditions set forth in this handbook and by the W.I.A.A.

All requirements as outlined by the W.I.A.A. and the School District of Oostburg as per "open enrollment" rules apply. All deadlines must be met under the open enrollment policies. If the student returns to his/her district of residency after August 1st, that student will be ineligible the rest of that school year. Athletic eligibility is denied if a student is recruited for athletic reasons. It is not appropriate for coaches to meet with potential athletes or their parents considering transfer to their school.

GENERAL RULES ESTABLISHED FOR ALL ATHLETES

1. Refer to "Rules of Eligibility #1 (a), (b)".
2. The expectations set forth in this handbook are **in effect twelve months of the year for the four years of high school for all students, regardless of whether or not an Athletic Agreement has been signed or is on file in the school.**
3. **Each athlete is financially responsible for all equipment issued** in his or her name and will also be held financially responsible for any damage to school or team equipment through negligence or unacceptable behavior (not to include normal expected wear and tear on athletic equipment/uniforms). Uniforms and equipment issued to the athlete must be returned within two weeks following the end of the season or prior to the start of the next athletic season in which the athlete participates (whichever is less).
4. ~~No student will be able to practice or compete until all school financial responsibilities are met (book fines, lost or damaged articles, etc.)~~
5. **Uniforms are not for personal use** or for daily wearing apparel except where parts may be worn to school on a game day as directed by the coach of that sport (uniforms may not be worn as physical education dress).
6. **Team members shall return home with the team** after an out-of-town athletic event unless a parent/guardian of the athlete personally excuses the student and a statement written by the parent is given to the coach of the athlete to ride with his/her parents/guardian. **personally takes custody of their own child. A parent or guardian cannot transfer responsibility for their son/daughter to another parent/adult in order to have their son/daughter ride with that person. unless the specific exceptions are requested and approved in writing in advance by the Principal.**
7. A student dropping a sport **shall be personally responsible for informing** the coach(es) of his/her decision and returning all equipment within a week or time agreed upon with the coach(es).

8. **An athlete shall not change sports** within the same season without the permission of both coaches involved.
9. ~~Where two sports overlap and an athlete is involved with both, the athlete shall complete all obligations to the preceding sport and may not practice or participate in the second sport without the prior consent of both head coaches involved. However, the coach of the preceding sport will have the final authority to decide.~~

A violation of these general rules may result in the athlete not being allowed to participate in the next athletic event/practice.

COACHES REGULATIONS

Each coach has the prerogative to establish additional regulations pertaining to his/her sport subject to approval by the Administration and Athletic Director.

NOTICE OF INFRACTION The role of the school as a normal practice is not to search for or attempt to detect violations/violators, but to rely on allegations presented/witnessed.

- A. The high school athletic director, or the high school athletic director and a witness, shall discuss any allegation with the accused athlete or athletes. The student athlete should be advised of the nature of the accusation and also the possible penalty for the violation. If the student does not wish to contest the allegation, he/she should be informed that this will constitute an admission of violation and that meeting shall constitute the hearing. If the athlete denies the allegation, a hearing will be scheduled. It shall be the practice of the School District of Oostburg to keep the name(s) of anyone registering an allegation as strictly confidential. The practice has been upheld by the Federal Court system due to harassment and intimidation sometimes directed at the accuser. The **first level** of the due process procedure will consist of the High School Athletic Director and **either the Middle School principal Athletic Director, or the HS Principal** listening to the facts. The athlete can bring in his/her parents and or any witnesses to present their case. The High School Athletic Director and Middle School principal **Athletic Director or HS Principal** will decide if the allegation is a violation of the code or not. All penalties are predetermined. If the athlete wishes to appeal the guilty verdict, he/she may continue on to level two. While under appeal, the decision of the Level One will be enforced. **Level two** consists of a minimum of five head coaches (but not the coach of the athlete in season or the coach next in line if between seasons). (This committee will be chaired by the High School Principal or Middle School Athletic Director. **(The one who was not involved at Level 1)**) The coaches committee will again only determine if the athlete broke the code, as all penalties are predetermined. All decisions of the coaches committee are final.
- B. **Confession Clause - CC:** If an athlete turns him/herself in before school officials find out about any infraction of the code, the student athlete will receive a **ONE** time reduction in his/her penalty. This is for **first time offense only** and must be made in a timely manner (**generally** by the first school day after the violation of the code).

ATHLETIC RESTRICTIONS

ALL restrictions shall carry predetermined penalties. The following constitutes the penalty chart.

Sport	Max. Games	Confession Clause		1 st Violation		2 nd Violation	
		25%	33%	33%	75%		
Baseball	TBA						
Basketball	20-22 games	5	7	7	15		
Cross Country	11 meets	3	4	4	8		
Football	9 games	2	3	3	7		
Golf	44 15 games	3	5	5	10		
Soccer	24 games	6	8	8	18		
Softball	20 26 games	5	7	7	15		
Track & Field	20 meets	5	7	7	15		
Volleyball	15 meets	4	5	5	11		
Wrestling	14 meets	3	5	5	10		
Dance	TBA						

* anything over .5 was rounded up; anything .5 or less was rounded down.

** if maximum games/meets are scheduled percentages will be adjusted accordingly.

- *** canceled matches/games DO NOT count towards penalties served.
- **** punishments that are not fulfilled in one season will be carried over and readjusted according to percentages.
- *****athletes MUST complete the season to the satisfaction of the coach, or the violation continues into the next season. Any games/meets served will NOT count and the athlete must start over. Athletes may not quit after serving a suspension unless the coach gives his/her permission.

Third Offense: An athlete who has been determined to have violated the athletic code as a third offense will be subject to an athletic restriction/penalty of one calendar year.

Fourth Offense: An athlete who has been determined to have violated the athletic code as a fourth offense will be subject to an athletic restriction/penalty for the remainder of their high school career.

SCHOOL DISTRICT OF OOSTBURG

OOSTBURG HIGH SCHOOL
410 New York Avenue
P.O. Box 700100
Oostburg, WI 53070

DISTRICT OFFICE
410 New York Avenue
P.O. Box 700100
Oostburg, WI 53070

LEGAL NOTICE

The right of a student to be admitted to school and to participate fully in curricular, extra-curricular, student services, recreational or other programs shall not be abridged or impaired because of a student's sex, race, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation or physical, mental, emotional, or learning disability.

For more information or comments, contact: Principal or Athletic Director at (920) 564-2346.

Reference: Title VI – race, color, religion, national origin discrimination
 Title IX – sex discrimination
 Section 504 – handicap discrimination

SCHOOL DISTRICT OF OOSTBURG ATHLETIC CODE AGREEMENT

Name: _____
 (Print)

Date: ____/____/____

I desire to participate as a member of an athletic squad at Oostburg High School and hereby **agree to abide by the rules, expectations, and procedures set forth in this handbook/code**. Further, I understand and support each of the items in this handbook and will uphold the principles they profess. **I understand that my signature is a solemn agreement which I will not violate.**

Signature of Student: _____

Date: ____/____/____

As the parent/guardian of this athlete I agree to assist him/her in **maintaining and upholding their promise to abide by the expectations in this handbook/code** and those of his/her coaches at all times. I understand that participation in athletics is a privilege and as such requires a commitment that places my son/daughter in a position where **he/she is to be held, and is expected to hold him/herself to a higher standard.**

Signature of Parent: _____

Date: ____/____/____

ORIGINAL TO BE SIGNED AND RETURNED TO THE ATHLETIC DIRECTOR BEFORE PARTICIPATION IS ALLOWED—original is available in the High School Office.
Approved by the School District of Oostburg Board of Education.

Board Update

Oostburg Middle School

To: Board of Education
From: Sherri Stengel
CC: Kris DeBruine, Scott Greupink, Kevin Bruggink, Aaron White, Bryce DeRoos
Date: 12/16/16
Re: Oostburg Middle School Principal Report

1. Earlier this week I had the opportunity to attend a one day conference on “Leading Implementation of Units of Study in Writing and Reading, K-8” with Aaron White, Sara Ketterhagen, and Kristin Stapel. This conference was led by members of the Teachers College at Columbia University. These are the experts in the workshop model that we are implementing K-8 in our district. Every opportunity to learn from the best is something we can’t pass up, especially when they come to us! Although the information shared was nothing necessarily new to me, there were good reminders and takeaways of what lies next for OMS to improve how we implement the workshop model and as a result, how our students are learning to read and write.

With that being said, our ELA department has been meeting as a team on a regular and on-going basis to learn from one another, norm written student work, and align expectations from one grade level to the next. Most recently, this team sat down and reviewed information from classroom assessments and other more formal assessments (including the Forward Exam) to gain a deeper understanding of their students and how to meet their needs within the general curriculum and in intervention.

I’m grateful for such a dedicated team of individuals willing to put forth a great deal of effort to figure out this very hard work of meeting the needs of all students, all while taking into account student learning and closing the gap of where they are at and where they need to be for success in high school and beyond.

2. Today Beth Vande Hey, the Team Teaching and ELL specialist from CESA 7, was in house to observe two separate teams of teachers working together. She then followed up with them to offer specific feedback and next steps to maximize their work in the classroom together to improve outcomes for all students. I’m thankful to Bryce for the leadership that he has provided in organizing Mrs. Vande Hey’s visits.

In order to take full advantage of Beth being in the building, we held a “Lunch and Learn” where teachers ate lunch while Mrs. Vande Hey presented on a variety of different instruction strategies to meet the needs of struggling learners in the classroom. The session was well attended by OMS staff. I’m grateful to work with such a wonderful group of educators who are looking to improve their teaching for the sake of the students.

3. This week we had the OMS Band and Choir Concert. We actually were short seats in the OHS gym as the concert was very well attended. Mrs. Howell, Mrs. Mueller, and Mrs. Hanes continue to provide a quality music program at OMS and it is fun to see the pride on the students’ faces as they perform for their parents, grandparents and the community. If you weren’t there, you can view parts or all of the concert on the Oostburg School District’s Facebook page.

Board Update

Oostburg Elementary School

To: Board Members and Administration

From: Aaron White

Date: December 16, 2016

Re: Board Update

- On Monday, as Sherri mentioned in her update, I had the opportunity to attend a one-day conference around Writer's Workshop put on by TCRWP. The presenters came to Wisconsin from New York and work directly with Lucy Calkins on the reading and writing workshop resources. Being able to attend this conference with Kristin Stapel, Sara Ketterhagen, and Sherri was valuable. As a group, there were some nice takeaways related to writing instruction and assessment across grade levels. Being able to talk through the new content and our current knowledge outlined some steps that our vertical teams can take to improve an already strong area. The working relationship that has blossomed between Kristin and Sara will help students receive consistent instruction as they move from the elementary level to middle school.
- As mentioned in my last updates, Bryce helped to organize some co-teaching coaching by Beth Vande Hey from CESA 7. Beth was able to spend an entire day to OES this past Tuesday. The majority of her attention was spent at the 4th grade level, as our writing instruction is being delivered using a co-teaching model. Beth spent time observing our teachers, meeting and planning with them, and gave some tangible practices to implement in the coming weeks. I also appreciated the time that Bryce lined up for Beth to speak with our other staff members about beginning co-teaching and strategies to use for struggling learners.
- On Friday of this week, our entire 2nd grade participated in a Christmas Around the World presentation. Many families came to OES to see the 2nd grade perform songs and skits related to Christmas traditions from other countries. The students' worked diligently over the past weeks to research these traditions, put together speeches, and practice their parts. I really appreciate the efforts of the students and their teachers, Mrs. Stubler, Mrs. Rogers, Mrs. Basky, and Mrs. Styles.

Board Update

Oostburg School District: Special Education/Pupil Services

To: Board Members and Administration
From: Bryce DeRoos
Date: December 16, 2016
Re: Monthly Update

- Today was the 2nd visit by Beth Vande Hey in four days, but this time she was coming to observe middle and high school teachers in several different co-teaching arrangements. In her visit on Tuesday, I met with her near the end of the day, and it was a time to debrief and set an agenda for her next elementary visit and she again shared with me how different Oostburg is compared to many other schools and districts that she works with. She is simply amazed at how willing everyone is to try new ways to teach without much hesitation. In talking to some staff about this comment, it was shared that our culture is the reason for this willingness. Our culture has set the stage for staff to try out new approaches without the fear of failure or being judged. I think that is one of the best compliments an organization can receive. The willingness to try something even though failure is a real possibility. Several staff said this wasn't always the case and that as we grow together, we also fail together and that we are in this together. I continue to look forward to this developing the co-teaching model here at Oostburg with the support of Beth and CESA #7.
- As I mentioned last week, Luke Menzel has accepted a position at Cedar Grove-Belgium Middle School as a special education teacher. He will be starting on Monday, December 19 and today is his last day. Over the past year and a half, he has formed a great connection with the students in Paula Kobylski's class as he was able to bond with the boys in the class and acted as a role model for our students. He will be truly missed by both the staff and the students. Currently, Traci Brill, who also works in Mrs. Kobylski's room, will immediately fill Mr. Menzel's position. Her role will be focused on teaching vocational skills and finding opportunities for students to gain life and work experiences outside of the classroom. I am therefore recommending that we hire Keith Chipman to fill Traci's position. Mr. Chipman's role will be in teaching and developing life skills with the students (such as cooking, baking, cleaning, organization, hygiene, etc.).
- Not fake news: "While six in 10 parents worry about their children spending too much time in front of a screen, seven in 10 children worry that their parents are the ones who are plugged in and tuned out." This research comes from a recently released study that was used in an article earlier this year regarding a movie called "Screenagers". The movie, brought to our attention by Erica Wray, is an informative documentary that explores the impact of technology (social media, video games, academics) in the lives of teenagers. About a month ago, Josh Cole, Keri Kimble, Sherri Stengel, Erica, and I watched it and by simply viewing it, I made several changes in the way I utilize technology (from the settings I have on my phone, to when I check my email, to how much time I spend on the internet). In the past year, the movie has been screened by over a 1000 different schools and communities all over the world. When we met this past week, we talked about the possibility of showing this moving in our middle school and also to the community. We are starting to look at dates and times and we will keep you informed about what this might look like.

Board Update

Oostburg School District: Finance

To: School Board Members, Administrators
From: Kris De Bruine
Date: 12/16/2016

Cash Position:

	Current Year 11-30-16		Prior Year	
	Balance	Interest Rate	Balance	
OSB Checking	\$126,918.64	0.35%	\$202,244.86	0.35%
OSB Dental Acct	\$47,146.20	0.10%	\$43,323.48	0.1001%
OSB Money Market	\$50,359.03	0.46%	\$543,830.57	0.50%
OSB Bond Acct	\$6,402.09	0.00%	\$5,055.38	0.40%
LGIP Savings	\$22.93	0.43%	\$22.82	0.00%
OSB – VANCO acct	\$26,765.59	0.00%	\$18,943.16	0.00%
OSB – On-Line Store	\$0.00	0.00%	\$2,902.45	0.00%
OBS – Capital Imp	\$503,840.53	0.50%	\$305,547.71	0.50%
Paypal Cash	\$904.50	0.00%	\$1,136.45	0.00%
TOTAL CASH	\$662,359.51		\$1,123,006.88	
Fund Balance (10/27)	\$464,078.24		\$604,536.85	

- An updated (through November) report is attached as a separate document. Please let me know of any questions or concerns. **The comparison from year to year is skewed due to the referendum project which is being paid for with cash balances (\$556k) until we need to advance on the construction loan. It's financially better to use the district cash until it runs out before we draw on the loan.**

Finance:

- The permanent financing is in process; I've met with the bank as well as legal and financial counsel. We will have a permanent financing resolution to approve at each of the January and February board meetings. We agreed to keep both bonds (refinance of the old debt and the new construction debt) in two separate bond issuances. The closing costs are a little higher this way; however, both bonds will continue to keep their "bank qualified" status which is very important for us as a district if at any point in the future, we needed to refinance the bonds for any purpose.
- Typically we receive our annual audited financial statements in late November, early December; however, due to some GASB rule changes, the Employee Trust Funds (the Wisconsin Retirement System) needed to provide detailed information related to our pension that took them quite a while to complete (they had to do this for every WRS employer in the state). Those findings have just been released to our auditors, so the statements should be out by the end of the month, or early January. I will review that with you at the January board meeting.
- I have developed a three year cash flow and cash balances report that I have attached for you. This report will show the comparison of our cash position relative to the two prior fiscal years. This will show you how our revenues flow into the district on a much clearer visual.

DPI Update:

- Kami Van Ess has again taken the lead on getting the PI-1202 Fall Staff Report submitted to DPI this month. This is a very extensive annual report with every employee reported on their position and for certified staff, their compensation and direct

classroom responsibilities. It's a very complex report and I thank Kami for the detail she puts into making a very accurate report to DPI.

Human Resources:

- I have a meeting with Julie Meyer, our consultant with HUB International, as well as Anne Krueger of Prevea 360 to discuss early health insurance renewal issues. We will go over "loss ratios", which is the percent of our premium costs that Prevea is using to pay claims under the policy to this point. This meeting will give me an early look at what our insurance renewal rates might be. I will update the board at the meeting with any findings.

Board Update

Oostburg School District: Technology

To: Members of the Oostburg School District Board
CC: Kevin Bruggink, Scott Greupink, Aaron White, Sherri Stengel, Peter Scheppmann, Kris DeBruine, Bryce DeRoos
From: Lucas Allen
Date: 12/20/2016
Re: School District of Oostburg - Monthly Technology Report

WTI

- We continue to investigate Cisco Webex as a solution for a WTI small group to expand educational uses for telepresence. There are currently six districts that are interested in moving forward. Cisco has a promotion running currently that allows schools to lock in pricing for 5 years at a cost that is about 95% off the business list price. Webex Collaborative Meeting Rooms (CMR) is something we have looked at in the past, but it has been too cost prohibitive. The software allows us to raise the bar substantially about how we communicate. I believe the software could benefit each stakeholder group in different ways and will be discussing with the admin team on Tuesday.

Security

- We will be starting an internal threat assessment at the start of the new year. An appliance will run on our network looking for threats, vulnerabilities, bots, malware or anything suspicious. The monitoring will run for approximately two weeks, and then we will analyze the results and come up with some actions steps. We will continue to make strides toward better security for our students and staff and position ourselves to be have a more proactive approach toward security as a whole.

Integration

- Erica has been meeting with CT2 and assisting with how she can help with their personal professional goals. This has helped her get in to the classroom a little bit more.
- The 1st grade had a video meeting with Mrs. Clause today in the “north pole”. This event is something that Mrs Voskuil has done for the past 3 years and is well done with good feedback. The students each receive a craft kit that they do while on the call as well.
- Chemistry will be doing a virtual field trip the first week back from break with faculty from WV college.

Board Update

Oostburg School District: Buildings and Grounds

Buildings and Grounds
Board Update: December 2016
To: Board of Education
From Peter Scheppmann
Date: 12-16-2016

- The past week has been a real challenge for our custodial staff with all the snow and salt coming into the buildings. They have increased the time dedicated to entrance ways and hallways, auto scrubbing floors using an additive called concept “915” which assists with removing ice melt residue from floors, limiting streaking of the floors, along with vacuuming the salt off of all the entrance way carpets. All this helps making our schools safer from slips and falls while continuing to have a bright clean appearance for everyone using the facilities.
- The first part of the week brought a few challenges with some of our HVAC systems. All the units were brought on line before students arrived and temperatures were good at the start of classes.
- We received a notice from Wisconsin Gas Company and Constellation Energy today stating there will be a natural gas constraint starting Sunday at 9:00 am till Monday at 9:00 am. Presently on weekends and early in the mornings we have our systems set to lower temperatures to conserve on gas consumption. This should not have an effect on the school district.
- We continue to work with United Building Supply concerning snow plowing. Dan Nyhof is very easy to communicate with regarding our needs as a school district and responds quickly to all of our requests, including drifting on 6th street, our new bus pick-up area, excess snow on the parking lot by our barricades and any additional salting needs. He is always willing to go the extra distance for the district.
- A quick building update, Lee Voskuil called today and said they now have received both shipments of brick for the project. This is great news! They will start laying brick on Monday.
- Also we have made room in our storage garage for the new boilers, cabinet heaters and other HVAC items for the construction project. This way as soon as the subcontractor needs these items they are on the property and they are not delaying any part of their work due to waiting on shipments.
- All Friday evening and Saturday events in the buildings have been cancelled due to the coming snow storm. United Building Supply will start their plowing either late Saturday night or early Sunday.