

SCHOOL DISTRICT OF OOSTBURG  
REGULAR MONTHLY BOARD MEETING MINUTES  
High School Conference Room  
July 19, 2017

- I. Meeting called to order at 6:00 p.m. by President Jim Swart.
- A. Pledge of Allegiance.
  - B. Roll Call. Board members present: Eric Hartman, Wendy Den Boer, Terry Lemkuil, Mari Kretz and Jack Stokdyk. Board members absent: Jim Swart and Deb Harmeling. Administrators present: Kevin Bruggink, Kris De Bruine, Bryce DeRoos and Aaron White. Administrators absent: Scott Greupink and Sherri Stengel. Others: Peter Scheppmann and Lucas Allen.
  - C. Proper posting of agenda was certified by Kris De Bruine.
  - D. Stokdyk made a motion, supported by DenBoer, to approve the agenda. Motion carried; unanimous.
- II. Public Letters / Comments – Note from Chris Burr was read by the board.
- III. School Board President / Administrators Reports
- A. Board President – No report.
  - B. Superintendent – Kevin Bruggink provided an update on the state budget discussions and updated the board on projected 2016-17 fiscal results as well as the start on the 17-18 budget. He then discussed some state assessment results as well as gave a building project update. Written report was provided.
  - C. High School Principal – Written report was provided.
  - D. Middle School Principal – Written report was provided.
  - E. Elementary School Principal – Aaron White recommended Ms. Swoverland as the new 50% JK teacher. He also provided an update on the elementary school's goals and the final results they achieved. Written report was provided.
  - F. Director of Special Education – Bryce DeRoos reported on a meeting that the counselors had with an agency that will be providing counseling at school. Written report was provided.
  - G. Director of Finance/Personnel – Kris De Bruine provided a brief update on the audit preparation. Written report was provided.
  - H. Building and Grounds Coordinator – Peter Scheppmann provided an update on the timing of the building project as well as the recent gym floor issues. Written report was provided.
  - I. Technology Coordinator – Lucas Allen reported on the inventory process and new computer purchases for 2017-18. Written report was provided.
- IV. Consent Agenda Items – Stokdyk made a motion, supported by Kretz, to approve all consent agenda items. Motion carried; unanimous.
- A. Approved the minutes of the following school board meetings:
    - 1. Monthly board meeting of June 21, 2017
  - B. Personnel
    - 1. Approved the resignation of Maria Wilhite as elementary school aide effective August 22, 2017
    - 2. Approved the hiring of Sheenah Swoverland as 50% Junior Kindergarten teacher
    - 3. Approved the addition of high school store Extra Curricular Volunteer Assignment position
    - 4. Approved the 2017-18 mentor Extra Curricular Volunteer Assignments
    - 5. Approved the 2017-18 curriculum lead/team Extra Curricular Volunteer Assignments
  - C. Finance
    - 1. Approved June Expenditures of \$1,894,643.56
    - 2. Approved June Receipts of \$2,028,384.33
    - 3. Approved June computer check numbers 10011788 - 10011869, wire numbers 201600175 - 201600191, ACH numbers 161700536 - 161700595, and manual check numbers 501680 – 501681
- V. Action Items
- A. Motion by Kretz, supported by Lemkuil, to approve an additional transfer into Fund 46 in an amount up to \$240,000.00. Motion carried; unanimous.
  - B. Motion by Lemkuil, supported by Kretz, to approve alternative open enrollments into and out of the district and current year tuition waivers for 2017-18. Motion carried; unanimous.
  - C. Motion by Stokdyk, supported by Kretz, to approve 2017-18 compensation for school psychologist. Motion carried; unanimous. Compensation for fitness center coordinator and fitness class coordinator was tabled to next month.
- VI. Topics for Discussion
- A. Legislative Committee Report – Mr. Bruggink discussed proposed changes on voucher expansion at the state level.
  - B. Finance Committee Report – No report.
  - C. Buildings and Grounds Committee Report – No report.
  - D. Transportation Committee Report – No report.
  - E. Negotiations Committee Report – No report.

- F. Policy Committee –
  - a. 2<sup>nd</sup> read on the following board policies: 6152 and 8500. Motion by Den Boer, supported by Kretz, to approve the adoption of these policies. Motion carried; unanimous.
- G. OCEF Report – Mr. Lemkuil reported that Jodi Daane is joining the board. They are continuing to work on the raffle at Homecoming.
- H. Long Range Planning Committee Report – No report.

VII. Future Board Meeting Dates: Regular Board Meeting – August 16, 2017, in the HS Conference Room

VIII. Lemkuil made a motion, supported by Stokdyk, to adjourn meeting. Motion carried; unanimous. Meeting ended at 7:25 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  
From: Kevin Bruggink  
Date: July 15, 2017  
Re: District Update

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- Kim Ramaker, Kristin Stapel, Isaiah Ketterhagen and I attended the National DBQ Summit ([www.dbqproject.com](http://www.dbqproject.com)) last week Thursday and Friday in Evanston, Illinois. We were invited at the invitation of the DBQ co-founders based on our vertical curriculum work. Kim Ramaker presented as part of a panel while both Kim and Kristin have been asked to assist in the development of DBQ resources for the elementary level. The conference was affirming as we heard from schools across the nation and beyond. Our efforts to increase thinking, reading and writing, particularly in social studies, is strongly supported by the DBQ Project.
- Our agenda includes consent approval of several volunteer assignments including teacher mentors, school store, and curriculum leads. Mr. Greupink highlighted the school store position in his update. The mentor positions continue to be structured as 50% positions for experienced teachers new to our staff and 100% positions for those new to the profession. The lead team positions continue to include both large group and small group lead team members with rotations driven by the team each spring.
- Building project meetings and site visits continue to be a large part of our summer work. Progress was slightly delayed due to soils which needed to be removed to a greater depth allowing for the placement of stone in a manner that provided a suitable foundation. This was not necessarily unexpected as our early soil borings showed some areas of concern on site. The soil is not contaminated, but simply unsuitable for foundations. We may run into a few more of these areas as interior foundation footings are prepared.
- Interior office and special education classroom work continues on schedule for occupancy on or around August 18<sup>th</sup>.
- Outside site work moved forward rapidly last week with the playground area north of the current building which is now rough graded. North playground equipment installation will begin later this week assuming weather cooperates.
- We continue to follow state budget progress, and it appears that little has changed in terms of public school funding. Recently there have been discussions around increased funding for voucher schools. This increase appears to be primarily in the form of increasing income limits for voucher eligibility. Current law funds vouchers through our local tax levy so we will continue to monitor the budget status. I will provide an overview of budget projections based on the most current information we have in relation to local levy and our July 1 state aid estimates.
- Our district goals continue to be focused on ensuring all students are college and career ready. We use the ACT suite of assessments to track progress toward our goals and look forward to sharing data from this school year during our next several board meetings.

# Board Update

## Oostburg High School

To: Board Members and Administration  
From: Scott Greupink  
Date: July 12, 2017  
Re: Monthly Updates—July

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Since mentioning the idea of a school store extracurricular position in my last series of updates, I have had a chance to talk in much greater detail with Todd Fischer (our new Business Education teacher) about how the store could provide some really authentic learning experiences for students. He shared that he would like to have his Business 101 students take responsibility for marketing, advertising and purchasing duties. Either Business 101 or Flying Dutch Media could take on a project of building a website so the store would have an online presence. This can get challenging if we want to include the ability of customers to make online credit card purchases, which would be ideal, so this could be an extensive research project for students. Todd also envisions these classes creating TV ads for our weekly student news program/video announcements as well as school store ads for our sports and music programs. Ads such as these could highlight discounted items and new products to a broad range of customers. He plans to have the Accounting/Economics students take care of the financial side of things for the school store. I really like the approach he is suggesting because it provides the business department students in many of the classes with hands on, real situations to apply the concepts they are learning in class. And the work with the store is not just “pretend” application level practice of concepts, it is an actual business that the students can relate to first hand.

Of course there will also be leadership roles where students will be even more involved in actually staffing and running the store as well. The store is open before school, maybe after school, and during events in the evening. I believe we will have 8-10 students who will be directly involved in the school store as an independent study, and a big part of this extracurricular position will be advising and guiding these students beyond the context of any of the classes.

In my view, a school store is a nice addition to our school in and of itself. Done well, as Todd is suggesting, it also provides some really good learning opportunities for our business education students. I feel the approach of doing this as a business department extra-curricular, or maybe more accurately a co-curricular, is even better than doing it as a class where the authentic learning experiences may be more isolated to that class rather than spread across the whole business department.

For these reasons, I am recommending the Board add a School Store Advisor position to our extra-curricular schedule at Level D. If approved at this month’s meeting, I would recommend the teacher for the newly created position next month.

I will not be at next week’s Board meeting because I will be in Door County with my family all week. If you have any questions about my updates, please let me know.

# Board Update

## Oostburg Middle School

**To:** Board of Education

**From:** Sherri Stengel

**CC:** Kris DeBruine, Scott Greupink, Kevin Bruggink, Aaron White, Bryce DeRoos

**Date:** 6/30/17

**Re:** Oostburg Middle School Principal Report

1. As the District Assessment Coordinator, I received news about some State and Federal Accountability changes that are described in the ESSA state plan proposal. Wisconsin is moving toward having two accountability systems: a state system (report cards) and a federal system (reporting to be determined). There are similarities between the two systems but also important differences that are explained in an Accountability Crosswalk that DPI developed. If you are interested in viewing this crosswalk, you can find it at <https://dpi.wi.gov/accountability/resources>. This is simply an FYI to the board that some changes are coming, but what exactly the federal reporting system will look like is a work in progress. The separate state and federal accountability is currently projected to begin with the 17-18 school year data.

2. We recently got notice that the Aspire Summative results for the High School were available on the ACT Aspire Portal. Laura Dolfin was in this morning and entered all of the 2016-17 8, 9, and 10th grade results in the huge ACT and CCRS document that the district has. This will make the data easily accessible to staff when they come in August so interpretation of that data and next steps for students and instruction can be determined.

Forward Exam results have also recently become available. I'm eager to dig into that data to see how scores compare to the 15-16 school year. We finally have two straight years of comparable data to look at (at least the same test). This is something that hasn't happened in a few years so it should make looking at the data more meaningful.

Speaking of data, Kevin had asked me to share with the board at the meeting results pertaining to OMS' School-wide Learning Objective for the year. When I agreed to do this, I didn't realize I would be on vacation. Thus, I will share those result with the board during the August board meeting.

3. Bryce recently put together a spreadsheet that he shared with me that looked at our attendance rates the past three school years. Part of that spreadsheet included student enrollment numbers. Seeing this data reminded me how much enrollment has increased at OMS over the past three school years and continues on that upward trend for the 17-18 school year. Enrollment the past three years at OMS were as follows:

2014-15	193
2015-16	212
2016-17	227
2017-18	240+ (projected: includes 10 or 11 new transfers into the district)

Steve Harder kept an ongoing document of annual enrollment. According to the spreadsheet he left me, these numbers are similar to those in 1993-94 (248), 1994-95 (241) and 2007-08 (245). These numbers helped me realize why we were feeling a squeeze last year when a retirement was not replaced from OMS. I am grateful that the board approved the hiring of Jaci Hickmann to bring us back to our 2015-16 staffing levels, especially as our enrollment increases again this year. Although enrollment in a small district often ebbs and flows, OMS has seen a steady increase since 2013-14.

# Board Update

## Oostburg Elementary School

To: Board Members and Administration

From: Aaron White

Date: July 14, 2017

Re: Board Update

- Over the course of this week, Beth Rauwerdink and I completed the interview process for the 50% Junior Kindergarten teaching position. I appreciate the time and effort that Beth put into the process as we interviewed candidates and discussed their prospects for the position. As a team, we have a recommendation for the 50% Junior Kindergarten teaching position and it is Sheenah Swoverland. From a pool of 15 applicants, we brought 4 candidates in for interviews. Sheenah worked as a SPED aide for the Junior Kindergarten team last year and worked with some challenging behaviors. She is a proactive person who works to find solutions to problems and issues and is dedicated to the district and the kids she works with. We are excited to bring Sheenah on as our 50% Junior Kindergarten teacher.
- As I mentioned in my last update, Maria announced her retirement from the school district. With Sheenah moving to a teaching position and Maria's retirement, we will need to figure out a way to fill two aid positions for the upcoming school year. Bryce and I have started discussions about the responsibilities that are required for each role, with one having a special education focus. We have a meeting set for next week with the Junior Kindergarten team to continue these discussions and craft a plan to ensure we are covered for the coming year.
- The building project continues to move forward, with the interior of OES beginning to take shape. In the new special education classrooms, they have transformed the two classrooms (Jess V and Deb V) into three offices by adding a new window, a small corridor, and are in the process of framing the rooms. These spaces will be equipped with SMARTboards and will be ideal for pull-out and small group work. Plans are in place for both the courtyard playground and main outdoor playground. We will be re-installing our old playground equipment in the new location before school begins. Recently, Dutchland Plastics reached out to our school district with a desire to help provide some new equipment for our new space. I have been in contact with their playground equipment distributor, Burke, about adding some new pieces to our larger space. This is a very generous offer and continues the positive connection between the school district and Dutchland Plastics.

# Board Update

## Oostburg School District: Special Education/Pupil Services

**To:** Board Members and Administration  
**From:** Bryce DeRoos  
**Date:** July 14, 2017  
**Re:** Monthly Update

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- For the last three years, Ray Wolf (school psychologist) has played an integral role not just with our special education staff, but also with our regular education teachers and the students. His experience is unparalleled (49+ years) and his insight is always appreciated. I emailed him earlier this summer thanking him for his service to our teachers and students this past year and I commented on the quality of his evaluations, his timeliness in responding to parents and teachers, and the overall impact he has on our district. His response to me was simple, clear, and direct: “It is the quality of people in Oostburg that keep me involved at a high level.” This is a great reminder of how and why the culture here is different than so many other places. The culture of high expectations leads others to perform at high levels and this then influences others to do the same.
- With the recommendation of Sheenah Swoverland as our new junior kindergarten teacher, that has a direct impact on Beth Rauwerdink’s classroom as Sheenah was her special education support aide this past year. In several discussions with Angela Ring, Beth, and Aaron about the best approach to servicing young students with disabilities, we decided to continue with our same approach – our young students with disabilities should be given the same opportunities, as much as possible, as our typically developing students. This means that we will work to continue to provide the supports and services to our youngest students with needs directly in our junior kindergarten classrooms. As a result, we will be looking to post and hire a new part-time early childhood special education aide in the coming weeks to replace Sheenah.
- In several previous updates, I have written about co-teaching or team teaching and that we have worked with Beth VandeHey from CESA #7 about our trainings and professional development. A few weeks ago, we talked with her about what we were looking at for this coming year and she is very encouraged by our continued growth in expanding our co-teaching offerings. Again, this is a testament to the mindset of our staff in their desire to learn and grow in new strategies and approaches. We will likely be doubling our co-teaching opportunities from four to eight pairings this coming year. Professional development for our staff participating in co-teaching will again be led by Beth and she is currently developing a plan for the coming year.

# Board Update

## Oostburg School District: Finance

To: School Board Members, Administrators

From: Kris De Bruine

Date: 7/14/2017

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### Cash Position:

	Current Year 6-30-17		Prior Year	
	Balance	Interest Rate	Balance	
OSB Checking	\$462,325.14	0.35%	\$550,204.68	0.35%
OSB Dental Acct	\$59,416.02	0.15%	\$39,610.01	0.10%
OSB Money Market	\$1,926,792.55	0.60%	\$1,607,904.43	0.50%
OSB Bond Acct	\$137,374.57	0.50%	\$150,347.16	0.50%
LGIP Savings	\$23.00	0.77%	\$22.88	0.33%
OSB – VANCO acct	\$18,528.65	0.00%	\$11,777.05	0.00%
OBS – Capital Imp	\$805,709,.74	0.60%	\$502,785.86	0.50%
Paypal Cash	\$856.83	0.00%	\$954.50	0.00%
TOTAL CASH	\$3,411,026.50		\$2,863,606.57	
Fund Balance (10/27)	\$3,478,891.56		\$3,208,328.21	

- The above fund balance is preliminary. Because I am still working through the end of the year balancing and audit preparation, I don't have financials to give you at this time.

### Finance Update:

- My report is pretty light this month, as I am working hard to clean up the fiscal year end financials for the auditor visit, which is scheduled to start on July 25<sup>th</sup>. The plan is to do both audits the same as we did last year. Wish me luck! ☺

## Board Update

**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:** 7/13/2017  
**Re:** School District of Oostburg - Monthly Technology Report

### Infrastructure

- We lost two battery backup units last month and are in the process of evaluating replacements and additions. The batteries allow our critical components to continue running when there is a power loss until either the backup generator takes, or the utility power returns to normal. The batteries buffer any power disruptions, low or high, blackouts, brownouts, and “dirty” power. The new systems will email me if the batteries are running low or there is a power issue.
- I spent 5 days rebuilding and repairing servers and hosts after we lost power in the elementary school. I was able to perform some outstanding upgrades during this time which was good.

### Summer Projects

- Our fiber has been pulled between our buildings. When that is terminated, I will work with our vendor the design the best network for our needs and utilize all the features of the new gear. The new elementary alone added 219 additional data drops (outlets).
- We will have final numbers for desktop computer replacements and upgrades on 7/14 and will be ordering them on the 19<sup>th</sup>.
- We have begun a new method of inventorying and are working through asset tagging and collecting and tracking information on our hardware.
- Our MS innovation room will be used to host a local business and a sales training they have for their Midwest team. We are expecting 25 people on the 19<sup>th</sup> from IL, IA, WI and MN. Our room has been used by their team as an exemplar of how collaborative workspaces should look and function. We will be discussing how and why we did it and the benefits.

# Board Update

## Oostburg School District: Buildings and Grounds

Board Update: July, 2017

To: Board of Education

From Peter Scheppmann

Date: 7-13-2017

- In the elementary school all of the 2<sup>nd</sup> through 5<sup>th</sup> grade classrooms have been cleaned, along with those hallways being waxed. The hallways in the new wing have received 2 coats of wax and are completed. The cleaning crew will be starting cleaning the classrooms on Monday in that wing.
- In the middle school all of the classrooms are cleaned and their floors waxed. Two of the main hallways are cleaned and waxed. The areas remaining to be cleaned are the band room, (which the second session of drivers ed. is using) the main office and 2 more hallways, which we are working around Dutch Bunch.
- In the high school half of the classrooms are cleaned and the floors are done. On Monday we can start putting the classroom furniture back into those rooms. All the high school hallways have been washed and 2 coats of 3M Resilient Floor Protection finish applied. Before school starts we will add a third coat of finish to the hallways.
- This Friday we will auto scrub both the high school and middle school gym floors, so that on Monday Schmidt Athletic Flooring can start applying 2 coats of finish on both gyms.
- Our construction project is moving along well, both on the exterior and interior phases.
- We have now closed out of our baseball season and will be shortly preparing for the football season and the boys' soccer season with a few adjustments due to the construction project south of the soccer field.
- Lee Voskuil of Jos. Schmitt & Son's moved our Diamond Dust material to the East side of the district's metal storage building. Edgewater Plumbing has removed one of the dirt piles created by our Frisbee disc. Course construction and Spielvogel Excavating will remove the last pile. All of this was donated time and equipment from these contractors.