

SCHOOL DISTRICT OF OOSTBURG
REGULAR MONTHLY BOARD MEETING MINUTES
High School Conference Room
March 20, 2019

- I. Meeting called to order at 6:01 p.m. by President Jim Swart.
 - A. Pledge of Allegiance.
 - B. Roll Call. Board members present: Jim Swart, Wendy DenBoer, Deb Harmeling, Mari Kretz and Jack Stokdyk. Board members absent: Eric Hartman and Terry Lemkuil. Administrators present: Kevin Bruggink, Bryce DeRoos, Scott Greupink, Sherri Stengel, Aaron White and Peter Scheppmann. Administrators absent: Kris De Bruine and Lucas Allen. Others: None.
 - C. Proper posting of agenda was certified by Kevin Bruggink.
 - D. Stokdyk made a motion, supported by Hartman, to approve the agenda. Motion carried; unanimous.
- II. Public Letters / Comments – Presentation by McKenna Hendrikse and Taylor Miller of their state qualifying forensics piece.
- III. School Board President / Administrators Reports
 - A. Board President – No report.
 - B. Superintendent – Written report was provided.
 - C. High School Principal – Mr. Greupink provided an update on the varsity football coach hiring process. Written report was provided.
 - D. Middle School Principal – Ms. Stengel referenced the music department staffing item on the agenda. Written report was provided.
 - E. Elementary School Principal – Mr. White advised of a recent posting for an elementary school position. Written report was provided.
 - F. Director of Special Education – Mr. DeRoos provided information regarding staffing updates related to special education assignments. Written report was provided.
 - G. Director of Finance/Personnel – Mr. Bruggink referenced approvals for open enrollment and a staff request related to health insurance. Written report was provided.
 - H. Building and Grounds Coordinator – Mr. Scheppmann provided an update on the elementary school gym floor replacement and preparation for maintenance projects during spring break. Written report was provided.
 - I. Technology Coordinator – Written report was provided.
- IV. Consent Agenda Items – Kretz made a motion, supported by Hartman, to approve all consent agenda items. Motion carried; unanimous.
 - A. Approved the minutes of the following school board meetings:
 - 1. Monthly board meeting of February 20, 2019
 - B. Personnel
 - 1. Approved the resignation of Kevin Veldhorst as 7th grade girls' basketball coach
 - 2. Approved the resignation of Tom Brill as high school JV football coach
 - 3. Approved the resignation of Richard Trossen as part time elementary school custodian
 - 4. Approved the resignation of Scott Greupink as 8th grade volleyball coach
 - 5. Approved the hiring of Brittany Reindl as 8th grade volleyball coach
 - 6. Approved the hiring of Tom Brill as high school head varsity football coach
 - 7. Approved the hiring of Ryan Salm as high school JV baseball coach
 - C. Finance
 - 1. Approved February Expenditures of \$788,805.39
 - 2. Approved February Receipts of \$1,829,240.55
 - 3. Approved February computer check numbers 10012829 - 10012873, wire numbers 201800139 and 201800142 - 201800161, and ACH numbers 181900438 - 181900526
 - D. Other
 - 1. Approved Otte Bus contract extension per conditions of existing contract
 - 2. Approved WIAA Hockey Co-op Agreement
 - 3. Approved Start College Now program requests
- V. Action Items
 - A. Motion by Hartman, supported by Stokdyk, to approve alternative open enrollments into and out of the district and current year tuition waivers for 2018-19. Motion carried; unanimous.
 - B. Motion by Stokdyk, supported by DenBoer, to approve 66.030 agreement with Cedar Grove for shared Director of Finance/Personnel for 2019-20. Motion carried; unanimous.
 - C. Motion by Harmeling, supported by Kretz, to approve Wellness Committee review of policy 8510. Motion carried; unanimous.
 - D. Motion by Stokdyk, supported by Kretz, to approve increase in Michael Schnell's contract from 75% to 100%. Motion carried; unanimous.

- VI. Topics for Discussion
- A. Legislative Committee Report – Mr. Bruggink reported that the recent legislative meeting focused primarily on the proposed state budget and school funding projections.
 - B. Finance Committee Report – No report.
 - C. Buildings and Grounds Committee Report – No report.
 - D. Transportation Committee Report – No report.
 - E. Negotiations Committee Report – The committee met prior to the board meeting to discuss proposals.
 - F. Policy Committee – No report.
 - G. OCEF Report – No report.
 - H. Long Range Planning Committee Report – A meeting was held on March 11 with a focus on key variables that have allowed the district to realize unprecedented academic progress along with variables that could be considered to continue that progress.
- VII. Hartman made a motion, supported by Kretz, to adjourn to closed session to discuss recommendation of initial offer to the Oostburg Education Association pursuant to Wis. Stats. §19.85(1)(c). Motion carried; unanimous (individual voice vote). Closed session began at 6:37 pm.
- VIII. Harmeling made a motion, supported by Kretz, to reconvene into open session at 7:11 pm. Motion carried; unanimous (individual voice vote).
- IX. Future Board Meeting Dates: Regular Board Meeting – April 17, 2019, at 6:00 pm in the HS Conference Room.
- X. Stokdyk made a motion, supported by Hartman, to adjourn meeting. Motion carried; unanimous. Meeting ended at 7:11 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

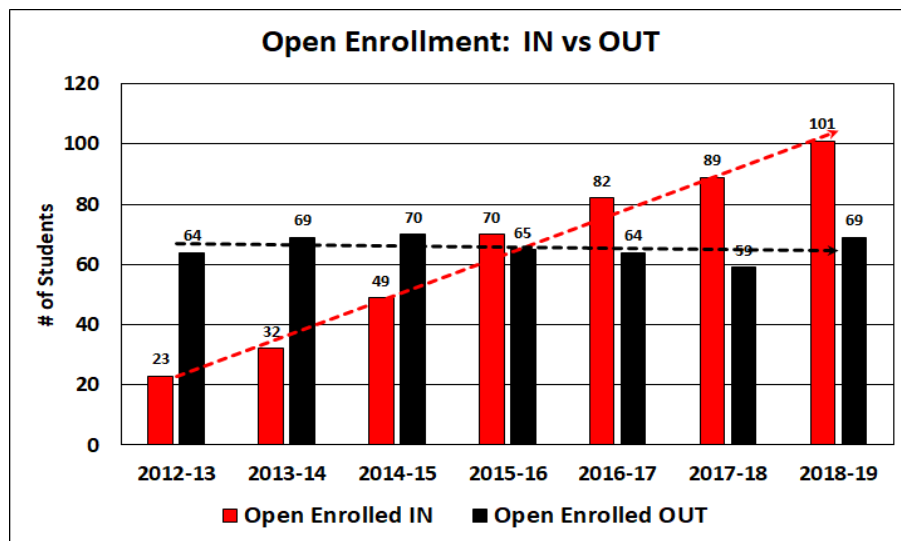
To: Board Members

From: Kevin Bruggink

Date: March 15, 2019

Re: District Update

- I have scheduled a brief forensics presentation by two of our high school team members for the beginning of this month's meeting. The forensics team is once again performing at a very high level with all team members advancing to district level competition and now preparing for state. The growth in our forensics, Destination Imagination, ROV, and Youth Apprenticeship programming provides strong evidence of success toward fulfilling all parts of our mission. We frequently share specific data with our board around progress toward academic goals and also want to highlight the growth and excellence in our co-curricular programs. Winter extracurricular success provided additional positive learning experiences for our students in wrestling, dance and basketball.
- Our annual Top Ten Banquet was held at Breaking Bread on Monday evening. This event is a definite highlight of our year as we recognize student growth and academic excellence and the role our staff plays in fulfilling our mission. Special thanks to Oostburg State Bank for fully sponsoring this event and to Scott Greupink for his leadership in making this a very special evening. Many things which could be taken for granted, including the high quality of the student speeches and the sincerity of the keynote message, don't happen by accident. Scott prepares intentionally and puts a large amount of time into details which result in a meaningful evening for parents, students, and staff.
- Lucas and I continue to work on developing display case content which highlights progress toward our district academic goals. We have mock-up graphics which would highlight our progress in the display case directly east of the Shoe Box store.
- We believe progress toward our district goals is having a positive impact on current students while also impacting interest from families outside of our district. In 2012 our open enrollment was negative 41 students. In 2018-19 we have moved to positive 32 students. As displayed below we have moved from 23 students open enrolling into our district to 101 students open enrolling in. Families have increasing educational options and access to significant amounts of information as they make school decisions for their children. We appreciate the intentional efforts from multiple stakeholders in making OSD a great place for young people and adults.



- Our Long Range Planning Committee met on Monday, March 11, and focused on the following two questions:
 - *What are two things that you believe have been critical to allowing us to move toward fulfilling our mission?*
 - *What are two things that you believe should be considered to move us closer to fulfilling our mission?*
- This month's agenda includes a recommendation to increase Michael Schnell's instrumental music position from 75% to 100%. Sherri will also address this in her update. The administrative team as a whole has been included in discussions related to this recommendation as it impacts multiple levels of our music department and our overall budget.
- Our bus contract with Otte Bus Service includes language which requires notification from the contractor (Otte) or the District by April 1 if any changes are being considered. We have reviewed the contract and talked with representatives from Otte. Both parties are comfortable with the current contract language and recommend extension for an additional year. Contract language specifies an annual price increase of 2% or the consumer price index less energy. This year that number is 2.1%, representing the increase for the 2019-20 contract.
- Our consent agenda will include consideration of the annual review of policy 8510 – Wellness.
- The monthly CESA 7 PAC meeting continued a series of school safety trainings led by Jason Weber. Jason is a lead instructor in public safety at NWTC in Green Bay. This month marked our fourth in a series of trainings focused on school safety. Jason reviewed the "response" to a threat using several actual examples to show what works and what does not work when faced with emergencies of this nature.
- This month's agenda includes consideration of the 66.0301 cooperative contract for providing shared business manager services to between Oostburg and Cedar Grove.
- We have a negotiation's committee meeting for 5:30 immediately preceding this month's board meeting.

Board Update

Oostburg High School

To: Board Members and Administration
From: Scott Greupink
Date: March 16, 2019
Re: Monthly Updates—March

- I want to provide you a little background about The Early College Credit Program with Colleges and Universities, and the Start College Now program with Technical Colleges for context as I make the recommendations below. I forget some of these rules from year to year and have to research them, so I am guessing you do as well. First of all, our discretion in approving or disapproving these classes is very limited. We have to determine if we offer comparable courses, whether the course satisfies our high school graduation requirements, and how many high school credits to award the pupil for each course. In the past, the DPI, who hears any appeals of our decisions, has communicated that it would be very difficult, if not impossible, to argue that any college or technical school course would not satisfy an elective high school graduation requirement. We have typically simply converted 3 college credits to being equal to one high school credit. So really our only discretion in approving these courses is limited to the comparable course determination. We often begin these discussions/negotiations with students and their families by suggesting we just want to find some common ground and reasonableness, so we can support the request with the Board. These discussions usually begin with the students requesting more classes, while we try to push back a little bit and meet them somewhere in the middle. When the classes are really focused on a student's career plans, we tend to be just a little more supportive. This process has worked quite well, and as a result, we are recommending Board approval on the consent agenda for the following requests. Since all requests are due to us by March 1st for the fall semester next year, this limited lists should be complete.

Start College Now requests: (Technical school programs.)

Charlie Graves *We agreed to support 4-5 credits at LTC in the Wind Systems program. He plans to take a Wind Systems Introduction class for 3 credits, and Energy Introduction class for 1 credit or maybe an Industrial Wiring class for 2 credits. He also hopes to take a College Technical Math class for 5 credits at the family's expense. (Or take AP Calc or AP Stats) These are fall semester of 2019 requests. Charlie may take more classes in the Wind Systems program but if he does the family will pay for the classes beyond the 4-5 credits I am recommending the Board approve for his request.*

Levi Dulmes *Levi is requesting to take a Principles of Animal Breeding class from LTC during the spring semester of 2020. This class also supports Levi's career interests and allows him to explore learning in that area to a greater degree. Again, I am recommending approval of this request.*

Early College Credit Program requests: No requests.

- We have accepted an exchange student from Spain for next year by the name of Marcos Gonzalez Moreno who will be staying with Joel and Sheila Oppeneer.

Board Update

Oostburg Middle School

To: Board of Education

From: Sherri Stengel

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

Date: 3/15/19

1. On the agenda you will notice an agenda item to increase Michael Schnell, our current instrumental music instructor, from a part time (75%) to a full time (100%) position for the 19-20 school year. The reason for this request is multifaceted. First of all, Michael has proven himself to be an asset to the OMS and larger OSD music department. Michael demonstrates a high level of professionalism and is working hard to engage students to a high level in music education at OMS. Realizing this and the reality of keeping him (or a future music instructor) part time will take just the right match. Constant turnover in such a position is not good for students or the program as a whole. Based on last year's search that was ultimately filled by Michael, we realize that the odds of finding someone to take (and keep) a part time position is a risk we'd like to avoid. If you remember, Michael also took on teaching high interest classes for us this year. Next year, Michael would become the 6-8 band instructor, Keaton Galezio would teach some of the high interest classes at OMS, and the two band instructors would co-teach the OMS and OHS bands when possible, providing the opportunity to build students and the program vertically throughout the district by building upon each other's strengths.
2. We had a day worth celebrating at OMS recently. We had several hours of perfect attendance school wide. 100% attendance for both students and staff. I can't remember any other time in recent history that this has happened. Yay OMS!

Board Update

Oostburg Elementary School

To: Board Members and Administration

From: Aaron White

Date: March 15, 2019

Re: Board Update

- Over the past week, I have spent time with our 3rd, 4th, and 5th grade teams around preparations for the Forward Test. We have been discussing the best schedules to use to assess students so that it is part of their routine, non-disruptive, and does not lead to test fatigue. I met with each grade level to determine which students should take the test in small group settings. We utilized past Forward data, current Aspire scores, and classroom performance as indicators. Amy was very helpful in locating these pieces of data and compiling information so that we could make informed decisions. This year, we also looked at small group for students who need additional time, or who need a smaller group to not worry about rushing or finishing. I appreciate the perspectives and thought that grade level teams have put into this process. In addition, Sherri has been very helpful in providing resources for teachers to use in preparation for the tests and the proctoring materials and training.

Board Update

Oostburg School District: Special Education/Pupil Services

To: Board Members and Administration
From: Bryce DeRoos
Date: March 15, 2019
Re: Monthly Update

- Last week I shared that we had submitted a Transition Readiness Grant application that would help in two areas. First, we would be able to provide training over the summer to our support staff for transitional services. This would occur in Green Bay and involve several staff members in our MS/HS special education programs as well as two of our MS/HS special education teachers. In addition, the grant would provide money for the purchase of a new vehicle for our special education program that would be useful in transporting several of our special education students to various vocational opportunities while still in school. In looking at our enrollment, our MS/HS self-contained special education programs will continue to grow over the next three years before we start to see a decline. This is due to our oldest student being only 18 years old and students are able to stay through age 21. As a result, we will continue to have elementary students transition into our MS/HS program for the next three years before anyone graduates from the program. The grant was to be awarded today and I was hoping to end this paragraph by sharing that we received the grant, but we still haven't heard anything.
- A couple of weeks ago I shared that both Jackie Wisse and Angela Ring will not be back with us due to moving and staying home with the new baby, respectively. This opens up a lot of different options for us and creates a number of different challenges too. I have been working with Aaron over the past couple of weeks as we try and map out what the special education programs could look like this coming fall as well as in the years to come. I will also be involving both Trevor Stultz and Kim Hume as we look to identify how we can best structure our department for next fall with the knowledge that each year is going to bring different enrollment numbers. I have been reminding myself often that significant changes is actually more common than static numbers. We started this year with one (1) student in our early childhood program and next fall could have 9-10 students. We will be posting for two separate positions starting next week.
- You will start to see announcements regarding our expanded Child Development Day that will be coming up on April 10. We typically screen children ages 2½ to 3½, however, because we were able to partner with the Sheboygan County Community Partnership for Children (United Way of Sheboygan County), we were able to increase ages of those screened to anyone age 6 months through 4½ years old.

Board Update

Oostburg School District: Finance

To: School Board Members, Administrators

From: Kris De Bruine

Date: 3/16/2019

Cash Position:

	Current Year 2-28-19		Prior Year	
	Balance	Interest Rate	Balance	
OSB Checking	\$403,966.65	0.35%	\$228,000.94	0.35%
OSB Dental Acct	\$42,422.08	0.50%	\$43,698.38	0.34%
OSB Money Market	\$1,267,524.73	1.40%	\$2,172,490.17	1.09%
OSB Bond Acct	\$1,872,882.92	1.20%	\$1,401,887.28	0.88%
LGIP - Fund 46	\$475,889.95	2.47%	\$23.17	1.40%
OSB - VANCO acct	\$8,800.30	0.00%	\$24,356.44	0.00%
OSB - Officials	\$1,640.34	0.00%	\$1,288.29	0.00%
OBS - Capital Imp	\$81,533.95	1.00%	\$1,001,430.51	0.88%
Paypal Cash	\$856.83	0.00%	\$856.83	0.00%
PMA - Referendum	\$1,319,664.71	Various	\$1,236,204.22	Various
Cash Boxes	\$1,100.00	0.00%	\$300.00	0.00%
TOTAL CASH	\$5,476,282.46		\$6,110,536.23	
Fund 10/27 Cash	\$1,423,118.73		\$2,271,475.16	
Fund Balance (10/27)	\$1,313,401.77		\$2,139,507.51	

- An updated (through February) financial report, the updated three-year cash flow, and the cash balances report are attached as separate documents. Please let me know of any questions or concerns.

DPI Update:

- No reports were due this month.

Finance Update:

- I have sent out a Request for Proposal for our health insurance and fringe benefit consulting relationship. We have lengthy bids back from five vendors; the local contact I sent it to did not submit a proposal. It will take some time to review them all in detail. We've worked with HUB International for quite some time now, with Julie Meyer as our consultant. I thought it was time to rebid that relationship. I will keep you posted on how that turns out in the near future. If any of you would like to review the proposals (Terry), I'd be happy to share them.
- Our normal bond principal and interest payments will be made on 3/31 to meet the 4/1 deadline.

I will not be present at the meeting this month, as it is the annual Accounting Conference for all state Business Managers. If you have questions, I can answer them prior to the meeting, or Kevin can answer at the meeting. I will have my cell phone with me, so Kevin can text me if you need anything.

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: 3/14/2019
Re: School District of Oostburg - Monthly Technology Report

- The Erate bid window has closed and the filing deadline is the 27th of this month.
- After the major infrastructure installation last month, it has taken quite a bit of time for the ripples to settle out of the water. We do our best to try and minimize the impact on users by working after hours or putting redundancies in place but there are many moving pieces that have to line up in the background. In an ideal world in IT, nobody has an issue, no news is great news during something like this. There were no major hiccups, but there are still big ripples that I have been trying to calm. We had one staff member lose a few hours because of a backup issue I had been working on and I needed to purchase a small \$100 item to upgrade the capacity of our backup storage. Changing one thing almost always is connected to something else it seems.
- Pete is mentioning in his report about the installation of a district repeater for handheld radios. This project is being scheduled now that there is less snow on the roof and we have our FCC radio license.
- Next year we are considering moving our Chromebook repairs to a self-repair model. The company we already partner with offers this option at the same cost, however the benefit to us is (1) the turnaround time is as soon as we are able to fix the devices with parts supplied from the company, (2) our students receive professional training and would have majority ownership of this project, (3) if a job is too difficult, taking too much time, or we have too many, we can still send them in for repair, and (4) I can get more students involved in this real-world experience through either an after school club or the tech block independent study that we operate now.
- I am evaluating another phase of cameras for the HS and MS after consulting with Brad, Scott and Sherri. Feedback has been positive on the system as a whole. We are learning more all the time about efficiencies and safety and the system hasn't restricted us from achieving the goals we have set for physical security of the building.
- Printers and copiers are going to be installed sometime next week.

Board Update

Oostburg School District: Buildings and Grounds

To: Board of Education

From: Peter Scheppmann

Date: 3/15/2019

- I received a resignation notice this week from Rich Trossen, a part time elementary school custodian. We will once again start looking for a replacement to fill this position. Rich's last day is March 22.
- Work has begun on the elementary school 1998 gym floor replacement. This is estimated to be a 5 week project to complete. The subcontractor performing the work is ProStar out of Milwaukee.
- We are planning to complete the following spring break projects:
 - Acoustical panels will be installed in the elementary school science classroom (Curt Bretall) on the upper portion of the walls to assist with sound absorption. The work is to be done by VerHalen commercial interiors. This is the same company that installed similar acoustical panels in the multi-purpose room of the elementary school.
 - Andre Fire Equipment will be conducting our annual required fire extinguisher inspection district wide. Last week Design Build, the subcontractor that installed the fire protection sprinkler system in the elementary school addition performed the quarterly inspection on that system and this past week the Oostburg Fire Department also performed their inspections on the districts buildings to ensure all items are up to the State fire codes.
 - Lucas Allen has purchased new digital 2-way radios for the school district that includes all of the buildings. To ensure the clear transmission of these radios, we will be installing a repeater antenna on the high school roof.
 - Dulmes Décor will be measuring areas in the 1998 elementary school quad and hallway and providing an estimate for VCT tile replacement due to warping and delamination. Last year some similar areas were completed in the elementary school. After we receive the estimate, Kevin, Aaron and myself will discuss any action towards VCT tile replacement.
 - Steve Rogers will be measuring and providing an estimate to paint a mechanical room floor in the elementary school to assist in better controlling concrete dusting that is occurring which is effecting IT switching room equipment. This can cause major problems to the servers and network equipment. Some of the equipment Lucas has installed in this room can range from \$10,000 to \$30,000 each.