

BOARD MEETING AGENDA  
REGULAR BOARD MEETING  
MIDDLE SCHOOL CAFETERIA  
[www.oostburg.k12.wi.us](http://www.oostburg.k12.wi.us)  
August 18, 2021, 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 - District Goals Presentation
  - C. High School Principal
  - D. Middle School Principal
  - E. Elementary School Principal
  - F. Director of Special Education
  - G. Director of Finance/Personnel
  - H. Buildings and Grounds Coordinator
  - I. Technology Coordinator
  
- IV. Approval of Consent Agenda Items – Recommend approval of consent items below:
  - A. Minutes of the following school board meetings:
    1. Monthly board meeting of July 21, 2021
  - B. Finance
    1. Approval of July Expenditures of \$384,847.78
    2. Approval of July Revenue of \$2,625,659.96
    3. Approval of July computer check numbers 10014006 - 10014047, wire numbers 202110001 – 202110027, and ACH numbers 212200002 – 212200030
  
- V. Action Items
  - A. Consider approval of Support Staff Handbook for 2021-22
  - B. Consider approval of Education for Employment Plan PI-26
  - C. Consider approval of Wisconsin Avenue asphalt replacement
  - D. Consider approval of alternative open enrollment applications into and out of the district for 2021-22
  
- VI. Topics for Discussion
  - A. Legislative Report
  - B. Finance Committee Report
  - C. Buildings & Grounds Report
  - D. Transportation Committee Report
  - E. Negotiations Committee Report
  - F. Policy Committee Report
  - G. OCEF Report
  - H. Long Range Planning Committee
  
- VII. Adjourn to Closed Session per state statutes 19.85(1(d)(e) and (f))
  - A. Consider approval of annual bullying report per policy 5517.01
  - B. Consider approval of school safety plan
  - C. Consideration of subcontractor contract agreement
  - D. Consideration of legal issue
  
- VIII. Action Items from Closed Session Discussions
  - A. Consider approval annual bullying report per policy 5517.01

B. Consider approval of school safety plan

IX. Future Board Meeting Dates: Regular Board Meeting – September 15, 2021, in the Middle School Cafeteria

X. Adjourn

Wendy DenBoer, Clerk

IT IS THE POLICY OF THE SCHOOL DISTRICT OF OOSTBURG TO COMPLY WITH REQUIREMENTS OF THE AMERICANS WITH DISABILITIES ACT. IF YOU HAVE A DISABILITY COVERED UNDER THE ACT, AND REQUIRE AN ACCOMODATION TO ATTEND OR PARTICIPATE IN THIS MEETING, PLEASE CONTACT THE DISTRICT OFFICE AT 920-564-2346.

THIS MEETING IS A MEETING OF THE BOARD OF EDUCATION IN PUBLIC FOR THE PURPOSE OF CONDUCTING THE SCHOOL DISTRICT'S BUSINESS AND IS NOT TO BE CONSIDERED A PUBLIC HEARING. THERE MAY BE A TIME FOR PUBLIC COMMENT DURING THE MEETING AS INDICATED IN THE AGENDA.

NO PERSON MAY BE DENIED ADMISSION TO ANY PUBLIC SCHOOL IN THE DISTRICT OR BE DENIED PARTICIPATION IN, BE DENIED THE BENEFITS OF, OR BE DISCRIMINATED AGAINST IN ANY CURRICULAR, CO-CURRICULAR, STUDENT SERVICES, RECREATIONAL OR OTHER PROGRAM OR ACTIVITY BECAUSE OF THE PERSON'S SEX, RACE, COLOR, NATIONAL ORIGIN, ANCESTRY, CREED, RELIGION, PREGNANCY, MARITAL OR PARENTAL STATUS, SEXUAL ORIENTATION, HANDICAP OR PHYSICAL, MENTAL, EMOTIONAL OR LEARNING DISABILITY IN THE EDUCATIONAL PROGRAMS OR ACTIVITIES OPERATED BY THE SCHOOL DISTRICT OF OOSTBURG.

# Board Update

## Oostburg School District

To: Board Members and Administration

From: Kevin Bruggink

Date: August 13, 2021

- August and September board meetings traditionally have included an introduction to our recommended district goals for the upcoming school year. This allows a general overview around goals and final board approval to occur during our October annual meeting. Our goals are developed through a detailed review of student data which includes consideration of current academic standing, prior growth, expected growth and resources in place to support students through core curriculum and intervention as we seek to achieve our mission of high levels of learning for all students. We are recommending a goal which includes a composite ACT score of 22.2 for the graduating class of 2023. In addition, we set specific benchmark goals at all lower grades. Those goals are specified through individual teacher student learning objectives (SLO's) along with grade band benchmarks. In recent years the lower grade benchmarks were monitored using the Aspire suite of assessments. The Aspire will no longer be available and we are transitioning to MAP assessments which allow us to monitor progress from kindergarten through 8th grade. High school students are given retired ACT assessments which are externally scored for validity. Each of the measures described here provide an external level of accountability toward our goals.

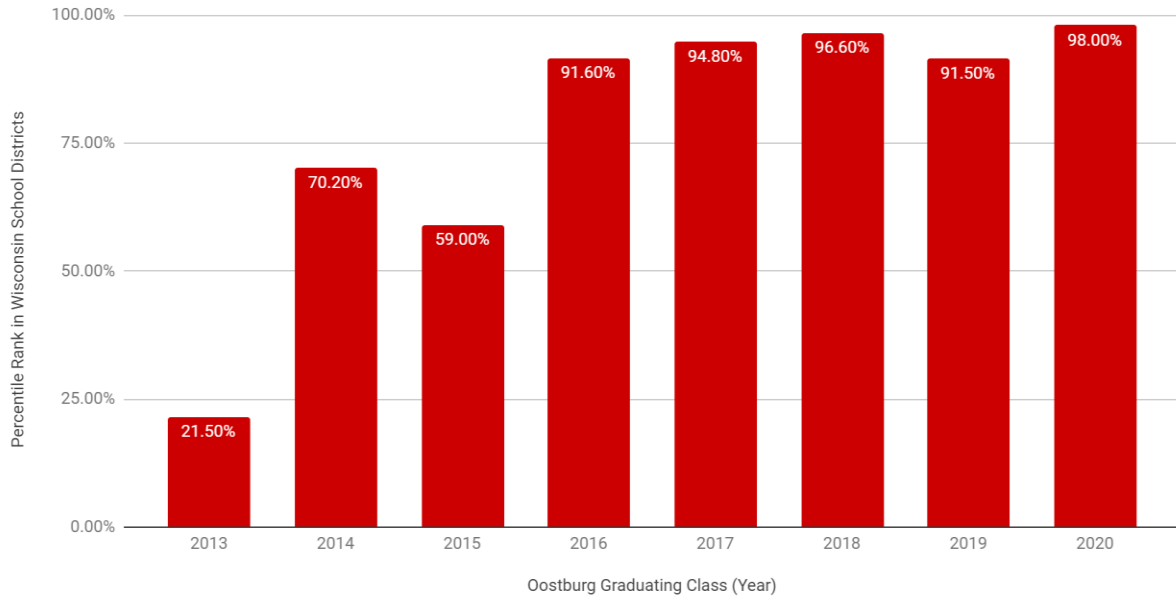
We continue to benchmark lower grade level assessments through an “on track to 24” process. That means we determine where students need to be at each grade level in order to achieve a 24 composite score on the formal, state required, ACT assessment during their junior year of high school. We define “high levels” in our mission in the following specific ways:

- All students are supported to be “on track to 24”
- Our academic and career planning (ACP) process provides increasing clarity for students as they determine their next steps after graduation. That clarity contributes to our definition of “high levels of learning” in the following ways:
  - Students planning to attend a 4 year college must be on track to a minimum of 22 on their junior year ACT.
  - Students planning to directly enter the workforce, join the military, begin an apprenticeship / 2 year degree must be on track to a minimum of 18 on their junior year ACT.

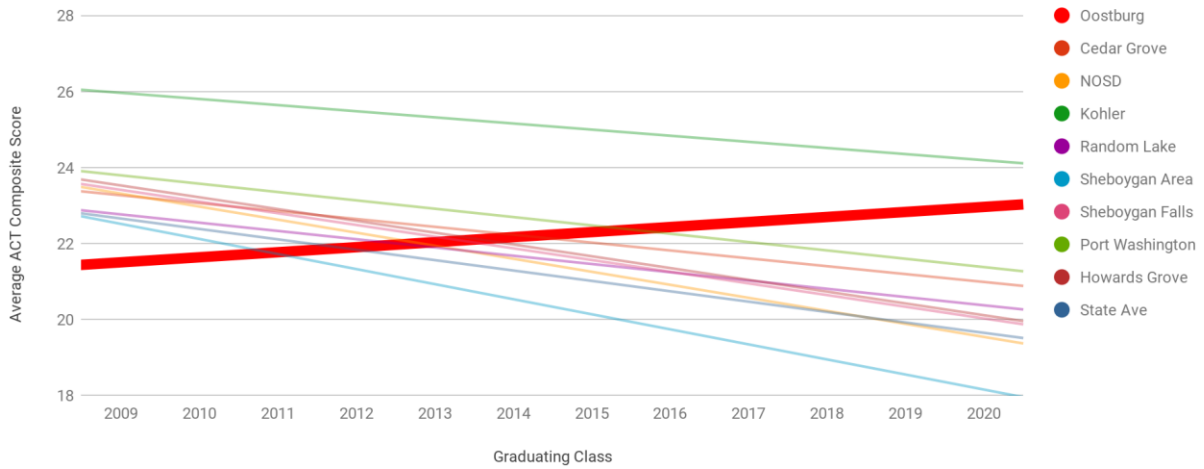
Students who fully reach these various levels are considered prepared for their next step, and we believe that our responsibility to keep students “on track to 24” provides the greatest flexibility in options available to their future.

- Each year we work to provide supporting evidence in relation to our district goals and how we determined the specific goal for the upcoming year. Please find some of the comparable data related to Oostburg’s success in achieving our mission:

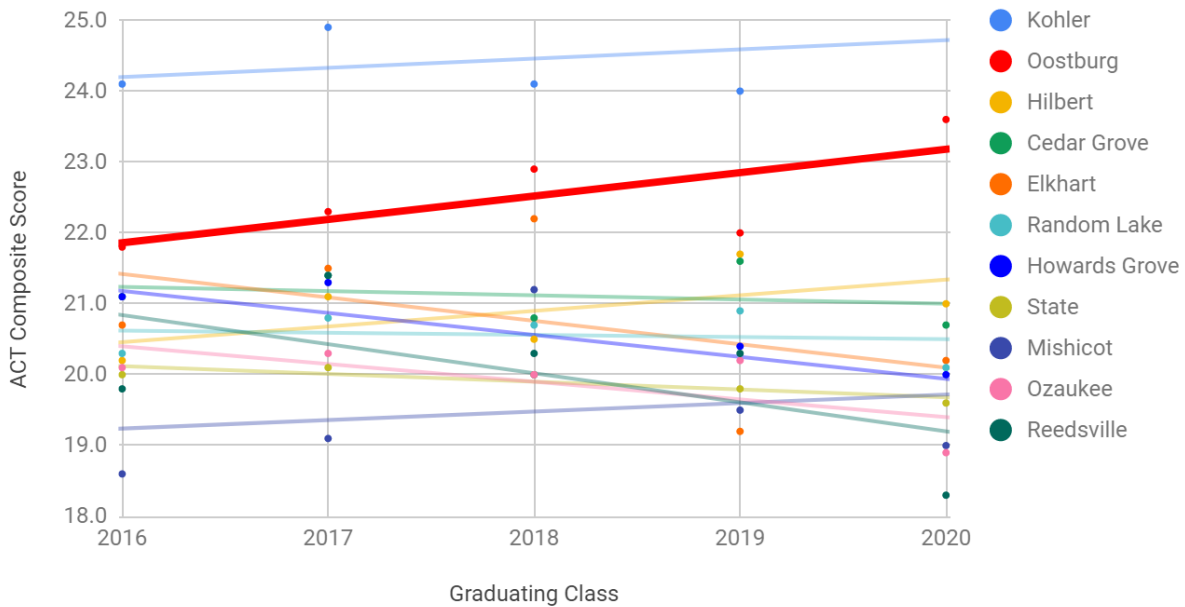
# ACT Composite Test Percentile Ranking for all School Districts in the State of Wisconsin



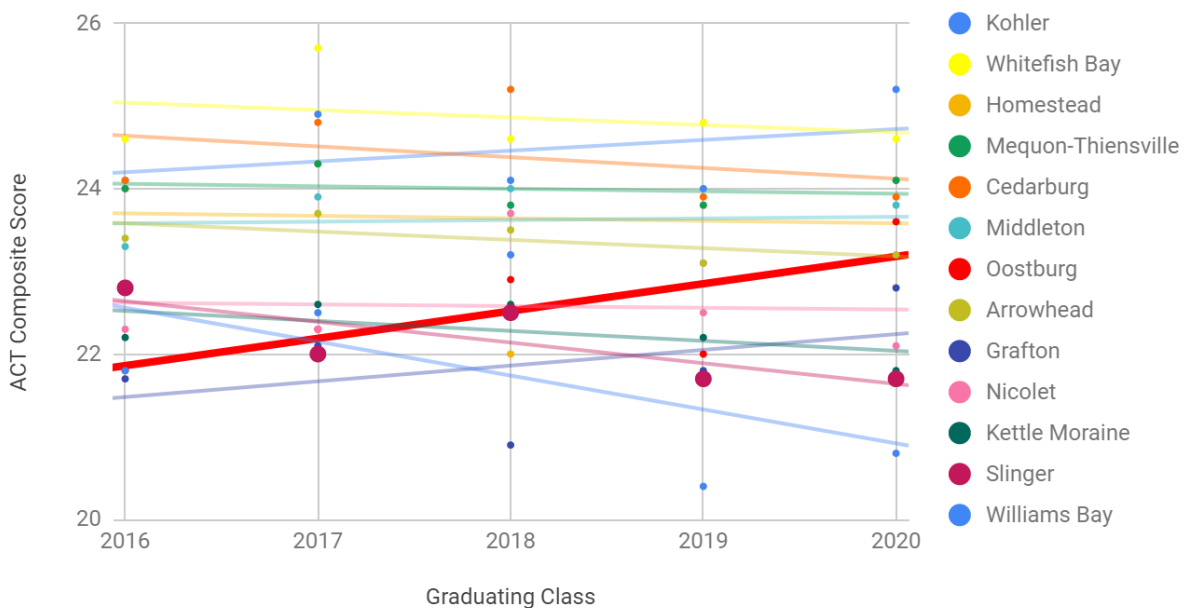
## ACT Composite Score Ave for Graduating Classes in Neighboring Districts



## 11th Grade State ACT Composite trends for Big East Conference Schools



## 11th Grade State ACT Composite trends for Top Performing Districts in Wisconsin



- Comparative data from the past school year remains embargoed and will not be as helpful as in past years. Here are the reasons this year's statewide achievement data will not be as useful in comparing our progress to other districts:
  - COVID changes allowed schools to "opt out" large numbers of students from the state assessment. Schools which were not in person for learning or had a large number of students virtual did not assess many of those students. That was not the case in Oostburg where we assessed students in the same manner we had in the past. We worked hard to encourage our small number of virtual students to come in for the

assessment and almost all families did come in for that reason. In summary, we assessed our entire student body where many schools did not. Although the assessment information will remain very useful in evaluating our individual student growth, the information will likely not be useful in comparisons between districts.

- The operational plan for our fall start went out to families on Tuesday afternoon. Since then I have had a few families reach out with questions, and although there have been concerns about some of the changes, the contacts to this point have been productive. I would like to clarify that our plan states that we will not be contact tracing in school. We **will** continue to work with county health and their contact tracing process, and we will expect families to follow county health quarantine requirements. In addition, we do plan to closely monitor our student population for any evidence of in school transmission. If we see indications of in school transmission we will respond with specific mitigation measures which could include whole class quarantine, increased distancing in those classrooms, and a potential request for the board to support facial covering requirements in specific classrooms or grade levels in response to positive case counts in our classrooms. We understand the current board policy making facial coverings optional and would obviously not implement any change in that area - even within an individual classroom setting - without board approval.
- In addition to our recurring introduction to district goals, our August board meeting also includes recurring approval of our school safety plan and bullying reports. Both of these approvals occur in closed session since they contain confidential information (bullying) and responses (reunification locations in response to threat, etc.) that cannot be shared in open session.
- Our August agenda also includes an action item to consider damage to the east end of Wisconsin Avenue near the construction entrance to our building project. Jack Stokdyk represented the building and grounds committee of our board when we met with village representatives to discuss this topic. The village recognizes that the road was constructed with a substandard subgrade which was the primary cause of the asphalt damage. In addition, the road was not marked with any load restrictions and each load which came through that road was within all legally required weight limits. Based on the lack of load limit signs / restrictions and the substandard road base, the district does not believe it has any responsibility to pay for the damage. However, the large number of vehicles entering through that road for construction did accelerate concerns with the asphalt. In an effort to be “good neighbors” with our village partners, the building and grounds committee is recommending that we cover an amount not to exceed 50% of the cost for the asphalt alone. We are recommending that the total amount paid not exceed \$9949.50. This recommendation follows other significant actions our board has taken to partner with our community including approving village easements for sewer access through our property at no cost to the village and partnering with Oostburg Concrete to contribute to the Prevea Clinic in order to have a health care partner in our community.

# Board Update

## Oostburg High School

To: Board Members and Administration

From: Scott Greupink

Date: August 16, 2021

- ✚ This summer at the high school has consistently been pretty calm in comparison to last summer when we were all scrambling to change our procedures and create as safe a school environment as possible to deal with the pandemic. By contrast, this summer most of our planning is on returning to, and even improving, some of our past procedures that are more focused on supporting learning. It is funny how after a year of different and many times unwelcome procedures, even returning to normal feels like change. I hope that these sorts of changes will be pretty welcome because we will be able to return to a lot of things that allow us to have greater impact as teachers and do a better job of supporting students as they learn.
- ✚ Besides tracking our results around our ACT scores, we also try to follow and learn from our AP results each year. The last two years have really been unusual in terms of challenges to teaching and learning, but our teachers still take their results rather personally. They are eager to see the test results, and they are proud when they are good and disappointed when they are not. As you can see, AP test passing rates vary greatly between the tests, as do mean scores. However, having State and Global comparisons provides context on our success. We also have unique conditions within our own circumstances. For example, AP Biology tested 36 students with two sections of AP Bio. That is a lot of students and even more impactful is the fact that this is our entry level AP course so a lot of sophomores take this class. Therefore, a pass rate matching the State average is a tremendous result given our realities. In other classes, our testing rates are low. In a couple of classes, our pandemic year's results were below our normal trends. I have talked to most of our AP teachers about their results and some of those conversations were focused on congratulating them on their success while others were more focused on plans to bounce back going forward.

| <u>AP Class</u> | <u>Students Tested</u> | <u>Oostburg % Passing</u> | <u>Wis. % Passing</u> | <u>Global % Passing</u> |
|-----------------|------------------------|---------------------------|-----------------------|-------------------------|
| AP Biology      | 36                     | 66.7%                     | 66.7%                 | 59.2%                   |
| AP Calc. AB     | 14                     | 64.3%                     | 86.4%                 | 82.1%                   |
| AP Calc. BC     | 14                     | 64.3%                     | 80.4%                 | 75.7%                   |
| AP Comp. Sc.    | 11                     | 100%                      | 77.4%                 | 66.7%                   |
| AP Physics      | 9                      | 66.7%                     | 47.3%                 | 42.5%                   |
| AP US History   | 9                      | 44.4%                     | 50.4%                 | 47.5%                   |
| AP Psychology*  | 20                     | 55.0%                     | 63.5%                 | 53.9%                   |
| AP Stats        | 8                      | 75.0%                     | 67.3%                 | 58.0%                   |

| <u>AP Class</u> | <u>Oostburg Mean<br/>Score</u> | <u>Wisc. Mean<br/>Score</u> | <u>Global Mean<br/>Score</u> |
|-----------------|--------------------------------|-----------------------------|------------------------------|
| AP Biology      | 2.81                           | 2.97                        | 2.83                         |
| AP Calc. AB     | 3.07                           | 3.99                        | 3.90                         |
| AP Calc. BC     | 2.86                           | 3.71                        | 3.62                         |
| AP Comp. Sc.    | 4.55                           | 3.31                        | 3.00                         |
| AP Physics      | 2.89                           | 2.57                        | 2.42                         |
| AP US History   | 2.56                           | 2.62                        | 2.53                         |
| AP Psychology*  | 2.95                           | 3.04                        | 2.73                         |
| AP Stats        | 2.75                           | 3.07                        | 2.84                         |



# Board Update

## Oostburg Middle School

To: Board Members and Administration

From: Sherri Stengel

Date: August 6, 2021

- 1. Resignation of Sandy Gartman:** Unfortunately, I received the phone call that all administrators dread getting in August. While our teaching staff is whole, Sandy Gartman did contact me yesterday to let me know that she is resigning from her position as an OMS instructional aide. Sandy's main role was to support our students in the Read 180 program. Her expertise and support in that program have been instrumental in its success and she will certainly be missed! The opening should be posted on social media today and in the Lakeshore Weekly, Thursday. If you know of anyone that may be interested in this 25 hour/week position, please have them apply!
- 2. Preparations for Day 1:** As Kevin's update indicated, we are starting to fine tune routines and procedures for the 21-22 school in an effort to maximize learning, all while keeping safety in mind. Families are starting to ask questions, so I am working on a newsletter now that will hopefully ease minds and provide the clarity that families are looking for.
- 3. Executive Functioning Training:** Ashley Hinze organized for some of her special education staff to attend a one day webinar on how to intervene around executive functioning deficits in students at school and was kind enough to invite me to join them. Being a trained school psychologist, EF is a real interest of mine and something I would like to lead staff in leaning into more at OMS. I feel we do a decent job of intervening around reading and math, but have come to realize that solely teaching reading and math to some of our students is not moving the needle on their progress as learners. Instead, students need to learn how to learn. Some students really struggle with how to learn, manage their time, how to organize themselves, or process the magnitude of information being given to them on any given day. The webinar was wonderful, but overwhelming as it was a ton of information. I'm in the process of trying to figure out how to disseminate this information to staff in a meaningful, productive way.

# Board Update

## Oostburg Elementary School

To: Board Members and Administration  
From: Terry Hendrikse  
Date: August 13, 2021

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- **Summer School**

There were 96 students in grades 1st - 5th enrolled in summer school, which ran from 8:30 - 11:30 am starting on August 9th and going until August 19th, 2021.

Traditionally, summer school was delivered in two different two week sessions, but for various reasons, including a challenging school year for our staff, it was determined to only offer a two week session in August. Kristin Stapel organizes summer school and again did a wonderful job this year at putting it together. These pasts week of summer school have been both refreshing and rewarding as I continue to learn my new role as principal. It was great to have students back in the building and watch teachers working with them in their classrooms.

- **Summer School and Dutch Bunch**

I was a bit surprised to see nearly 15 children still in Dutch Bunch while summer school was in session. Granted, a handful of them are too young to be in summer school, but at least 10 or more were eligible but either chose not to attend or didn't know it was an option. In talking with Regina Hartman and Kristin Stapel, we are going to look into ways to get all eligible Dutch Bunch students into summer school for the 22-23 school year.

- **AWSA New Principal Academy**

On Thursday, August 12th, I attended part one of an AWSA new principals academy. It was very well done and I left with several new ideas and tools in addition to a few new contacts. My time spent with other new administrators from around the state was reaffirming and energizing. In addition, I was provided with a personal coach who will be a great resource. This program is mostly funded through DPI grant money.

# Board Update

**Oostburg School District:  
Director of Special Education**

To: Board Members and Administration  
From: Ashley Hinze  
Date: August 13, 2021

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- **Sheboygan County Birth to Three Referrals:**

As anticipated, we are beginning to see a rise in referrals coming from the Sheboygan County Birth to Three program. Due to covid-19, we noted a large decrease in the number we were receiving, as well as how many students within our community were provided county services. We anticipated this, as many of these individuals are identified during well child check ups with their physicians, which were put on hold due to the virus. Once a child turns three years old, the services are transferred to us at the school district. At this time, our caseloads remain manageable, however there is no way to predict an accurate number of students that will require these additional services. We continue to work closely with Sheboygan County Birth to Three to assure a smooth transition to OSD and no lapse in support.

- **Professional Development:**

David Hickmann, Gloria Capetillo, Kari Rothe, Kayla Knueppel, Ray Wolf, Sherri Stengel, Jodi Hilbelink, and I spent the day on August 3rd attending a webinar by Sarah Ward on executive functioning. Executive functioning has been described as the “management section of our brains,” where we as adults have honed into the process to not only understand a task, but also what the final product needs to be and how to begin the task. We use our executive functioning skills to tackle tasks beyond the classroom, such as going to bed or getting to work on time, which is why these skills are crucial to our learners. In the education setting, these skills set learners apart as they play a strong piece in the puzzle of content acquisition. Simple tasks such as how to complete a project, where to begin writing an essay, and even studying for a test all lean on our ability to have acquired executive functioning skills. The presentation focused on a deeper understanding of treatment interventions to use with our students that struggle.

# Board Update

## Oostburg School District: Finance

To: School Board Members, Administrators

From: Kris De Bruine

Date: 8/13/2021

### Cash Position:

|                         | Current Year 7/31/21 |               | Prior Year      |         |
|-------------------------|----------------------|---------------|-----------------|---------|
|                         | Balance              | Interest Rate | Balance         |         |
| OSB - Checking          | \$427,504.27         | 0.35%         | \$265,150.96    | 0.35%   |
| OSB - VANCO             | \$26,158.03          | 0.00%         | \$12,799.81     | 0.00%   |
| Cash Boxes / Petty Cash | \$150.00             | 0.00%         | \$0.00          | 0.00%   |
| OSB - Dental Acct       | \$5,166.73           | 0.15%         | \$11,758.90     | 0.4833% |
| OSB - Officials         | \$0.00               | 0.00%         | \$3,250.94      | 0.00%   |
| OSB - Money Market      | \$1,690,956.54       | 0.65%         | \$1,317,552.97  | 0.223   |
| OSB - Bond Acct         | \$214,692.26         | 0.35%         | \$412,112.53    | 0.51%   |
| OSB - Capital Imp       | \$2,141,390.57       | 0.45%         | \$795,373.91    | 0.50%   |
| PMA - Capital Imp       | \$1,348,897.97       | Various       | \$1,368,525.03  | Various |
| LGIP - Capital Imp      | \$1,990.08           | 0.05%         | \$486,821.94    | 0.14%   |
| PMA - Referendum        | \$3,927,507.41       | Various       | \$7,500,563.99  | Various |
| TOTAL CASH              | \$9,784,413.86       |               | \$12,173,910.98 |         |
| Fund 10/27 cash         | \$1,653,898.68       |               | \$1,306,609.38  |         |
| Fund Balance (10/27)    | \$2,912,661.45       |               | \$2,850,050.55  |         |

- An updated (through July) report is attached as a separate document in addition to the monthly cash flow reports. Please let me know of any questions or concerns.

### DPI Update:

- The School Calendar report and the School Census reports were filed. Kami does these reports.
- I filed the Aid Certification report. That is a critical one from a timing standpoint, as it determines the district's ability to collect equalization aid on time.

### Finance Update:

- I continue to tweak the budget for 21-22 as things continue to change. All personnel updates through 8/12 have been incorporated into the budget.
- Overall the audit was very positive again this year. We had no adjustments however, they did want to move the July construction invoice to 20-21 expenses rather than 21-22. That was an easy change. The information I presented at last month's meeting will be the final except for that change in the construction fund.
- As we discussed at last month's board meeting, we have a few options to consider for the tax levy in the upcoming budget/annual meeting. Those three scenarios are attached for consideration. We will need to decide by the September meeting how we wish to proceed so that I can get the annual meeting booklets ready and the budget published. Keep in mind that none of these scenarios consider any potential changes to the voucher amount, which is taxed at 100% of the cost.

# Board Update

## Oostburg School District: Technology

**To:** Members of the Oostburg School District Board  
**CC:** Kevin Bruggink, Scott Greupink, Terry Hendrikse, Sherri Stengel, Peter Scheppmann, Kris DeBruine, Ashley Hinze  
**From:** Lucas Allen  
**Date:** 8/13/21

- We are up and running live with the helpdesk and inventory software. No issues thus far and we will continue making tweaks (easy to do) to make sure things are running smoothly. The processes to move assets are more cumbersome but this is by design. Assets don't move unless they are processed and transferred in software first. This should make our audits more streamlined and will help us get our arms around how much we have of what and where, among many other positive benefits.
- We took an aggressive approach with our funding request with the Emergency Connectivity Fund and are seeking 467 devices equating to \$154,523.00. If we receive approval, we will be able to purchase those devices to bridge our connectivity gaps as well as obtain some technology we need.
- We made the decision to partner with Aptegy for a new website and district mobile app. We have been digging in to the structure and processes and will have a kickoff call next Monday
- Informacast needs to be up and running by Sept 1st but the aforementioned bullets have taken a precedence until now. Time is of the essence for the bell, paging and notification system to be up and running.