

SCHOOL DISTRICT OF OOSTBURG  
REGULAR MONTHLY BOARD MEETING MINUTES  
Middle School Library  
July 21, 2021

- I. Meeting called to order at 6:00 p.m. by President Jim Swart.
  - A. Pledge of Allegiance.
  - B. Roll Call. Board members present: Jim Swart, Eric Hartman, Terry Lemkuil, Deb Harmeling, Mari Kretz and Jack Stokdyk. Board members absent: Wendy DenBoer. Administrators present: Kevin Bruggink, Kris DeBruine, Sherri Stengel, Terry Hendrikse and Ashley Hinze. Administrators absent: Scott Greupink. Others: Peter Scheppmann, Lucas Allen, Ceanne Simmelink, Michelle Rondeau, and Molly Zambito.
  - C. Proper posting of agenda was certified by Kris De Bruine.
  - D. Kretz made a motion, supported by Lemkuil, to approve the agenda. Motion carried; unanimous.
  
- II. Public Letters / Comments – Ceanne Simmelink provided public input asking the board to reconsider their April 2021 decision to make facial coverings optional unless a state-wide mandate was issued. No action taken.
  
- III. School Board President / Administrators Reports
  - A. Board President – No report.
  - B. Superintendent – Mr. Bruggink reviewed the recommended rental fee structure and the annual approval of the academic standards. He commented on timeline of the high school building project which will limit what we can do for the Open House. We will return to a larger Open House next school year. Written report was provided.
  - C. High School Principal – Written report was provided.
  - D. Middle School Principal – Ms. Stengel recommended the hire of Derek Saugstad. Written report was provided.
  - E. Elementary School Principal – Mr. Hendrikse recommended the hiring of 1<sup>st</sup> grade teacher Jerilyn Veldboom and the instructional aide position which will be filled by Amanda Sandrone if approved. Written report was provided.
  - F. Director of Special Education – Ms. Hinze discussed staffing moves within the Special Education Department. Written report was provided.
  - G. Director of Finance/Personnel – Ms. De Bruine commented on the completion of the fiscal year end and the upcoming audit to begin Monday, July 26th. Written report was provided.
  - H. Building and Grounds Coordinator – Mr. Scheppmann reported on the construction project status. Written report was provided.
  - I. Technology Coordinator – Mr. Allen discussed new software related to work order tracking as well as asset management. Written report was provided.
  
- IV. Consent Agenda Items – Lemkuil 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 June 16, 2021
  - B. Personnel
    1. Approved the hiring of Derek Saugstad as middle school math teacher
  - C. Finance
    1. Approved June Expenditures of \$2,154,116.92
    2. Approved June Receipts of \$3,743,708.47
    3. Approved June computer check numbers 10013956 - 10014005, wire numbers 202000312 - 202000347, and ACH numbers 202100656 - 202100717
  
- V. Action Items
  - A. Motion by Lemkuil, supported by Kretz, to approve recommendation to transfer from Fund 10 to Fund 46 at fiscal year end. Motion carried; unanimous.
  - B. Motion by Stokdyk, supported by Hartman, to approve additional first grade teacher position and hiring of Jerilyn Veldboom for the position. Motion carried; unanimous.
  - C. Motion by Stokdyk, supported by Hendrikse, to approve OES guidance position reduction to 0.9 FTE. Motion carried; unanimous.
  - D. Motion by Harmeling, supported by Kretz, to approve adoption of student academic standards per Wis. Stat. §118.30(1g)(a). Motion carried; unanimous.
  - E. Motion by Stokdyk, supported by Harmeling, to approve Professional Staff Handbook for 2021-22. Motion carried; unanimous.
  - F. Motion by Kretz, supported by Stokdyk, to approve OES aide position. Motion carried; unanimous.
  - G. Motion by Lemkuil, supported by Harmeling, to approve alternative open enrollment applications into and out of the district for 2020-21. Motion carried; unanimous.
  
- VI. Topics for Discussion

- A. Legislative Committee Report – Mr. Stokdyk and Mr. Bruggink gave an overview of the 2021-2023 state biennial budget that was recently approved in the state of Wisconsin.
  - B. Finance Committee Report – Mr. Lemkuil reported on the potential to prepay debt in the next tax levy. That will be discussed with the board at the August meeting.
  - C. Buildings and Grounds Committee Report – Mr. Swart thanked Mr Pete Scheppman for all of his extra work on the construction project.
  - D. Transportation Committee Report – No report.
  - E. Negotiations Committee Report – No report.
  - F. Policy Committee –
    - 1. 2<sup>nd</sup> read on the following board policies: 0100, 0131.1, 0143.2, 0144.4, 0144.5, 0145, 1211, 1213, 2411, 2416, 2416.01 (deletion), 2430, 2522, 3112, 3213, 3220, 3340, 3425, 3531, 4112, 4213, 4340, 4425, 4531, 5113, 5511, 5517.01, 5540.01, 5830, 5895, 6320, 6605, 6610, 7230, 7550, 8405, 8451, 9130, 9700, 9700.01. Motion by Kretz, supported by Harmeling, to approve the adoption of these policies. Motion carried; unanimous.
  - G. OCEF Report – No report.
  - H. Long Range Planning – No report.
- VII. Future Board Meeting Dates: Regular Board Meeting – August 18, 2021, at 6:00 pm in the Middle School Library.
- VIII. Lemkuil made a motion, supported by Harmeling, to adjourn meeting. Motion carried; unanimous. Meeting ended at 7:01 pm.

Respectfully submitted by Wendy DenBoer, Clerk

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

# Board Update

## Oostburg School District

To: Board Members and Administration

From: Kevin Bruggink

Date: July 16, 2021

- During our quarterly meeting with board finance committee chair Terry Lemkuil, Kris and I reviewed the following topics:
  - Overall building project budget status. We are pleased to share that the substantial contributions from major donors has us positively positioned at this point even though some materials costs have risen due to a variety of factors.
  - Reviewed close out of 2020-21 budget
  - Previewed 2021-22 budget in relation to recently approved Wisconsin state budget. The state budget provides an increase in general aide without adjusting district revenue limits. The impact of this increased aide is fully realized in the local tax levy, not in revenue available for district expenditures. We are developing a budget which utilizes one-time federal dollars to balance our 2021-22 budget. This follows the specific direction given by our legislature and means we will be dependent on a 2023-2025 state budget which the legislature states will address this “fiscal cliff.” The legislature has been clear in communicating their intent to address this reality in the next state budget, yet we are mindful and considering the uncertainty of any future budget deliberations at that level.
  - Although we have not received the total local tax levy impact at this time, we do expect voucher payments to increase in the next budget. It is important to note that the voucher program is funded by the local tax levy and reflected in the Oostburg School District local levy amount. This information is not intended to assess the appropriateness of the voucher program, but rather to clarify that a percentage of our school district local levy is allocated to private schools in the voucher program.
- Our administrative team retreat on 7/13 included a focus on inservice planning for the ‘21-’22 school year. We are looking forward to the opportunity for a more “normal” inservice schedule and the associated professional learning which accompanies that time. In addition to strategic planning around long-term district academic goals, we discussed our planned return to an academic schedule which reinststitues intervention opportunities at all levels. Pandemic-related cohorting as a mitigation effort significantly impacted our ability to provide intervention, and we believe it is critical to return to a schedule which allows this targeted support for students.
- Balancing safety with a focus on learning continues to guide preparation for our fall school start. At this time, we do not anticipate contact tracing at the school level. We will expect families with a positive COVID case to quarantine, and are discussing our approach to vaccinated family members in those situations. Should school-based contact tracing once again be required it would significantly impact our approach to learning.
- Our fall start does include planning around sneak peek events which were put on hold last year. We are also looking forward to joining Howards Grove and Plymouth for a joint learning opportunity with Dave Weber entitled [\*Leadership Redefined\*](#). In his presentation, Weber highlights a primary leadership characteristic of “*being able to extract a goal.*” He goes on to share that leaders who

extract a goal can and should “*expect opposition.*” We came together to learn with Dave Weber two years ago before having our follow-up session put on hold last fall. Staff feedback around the previous Weber presentation was very positive.

- The board agenda includes approval of the Professional Staff Handbook which was provided to board members for review. Changes to that handbook were edits as we transition from the 2021 to the 2022 version.
- The board agenda includes the required annual approval of our district academic standards. Details around those standards is included with the annual notices posted on our website. The specific language included in the annual notices, and for your consideration in action items, is found below:

**BOARD ADOPTED ACADEMIC STANDARDS** – Public Release Wisconsin Act 55 requires identification of the academic standards adopted that will be in effect for the school year. The Oostburg School District Board of Education recognizes the ACT College and Career Readiness Standards (<http://www.act.org/standard/>) as the primary standards for mathematics, science, reading, writing, geography, and history. These standards are supported by the Wisconsin Academic Standards (<http://dpi.wi.gov/standards> - \*note: Wisconsin has adopted the Common Core State Standards in English Language Arts and Mathematics.) and The Next Generation Science Standards (<http://www.nextgenscience.org/>) as reflected in our District Standards-based report cards.

# Board Update

## Oostburg Middle School

To: Board Members and Administration

From: Sherri Stengel

Date: July 15, 2021

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1. **New Math Hire:** I would like to recommend that the board approve the hiring of Derek Saugstad as a full time 6th and 7th grade math teacher at OMS. Derek graduated from Concordia University-Wisconsin in 2016 majoring in Secondary Education-Mathematics. He taught math for a couple of years at Horicon High School and then taught at Milwaukee Lutheran High School for the past 3 years. He is entering his 6th year of teaching and thus, I recommend he be placed at step 6 on the OSD compensation model. We are excited for Derek to join us!

2. **Washington DC Trip a Success:** Mr. Kloepping, Mrs. DeJong, 5 parents and 21 students just returned from the 2nd biannual trip to Washington D.C. Once again, Mr. Kloepping and World Classroom's leaders led a 4 day trip to D.C. The itinerary was jam packed, and included a trip to Gettysburg, Mount Vernon, Arlington National Cemetery, Museum of the Bible, and many memorials including the JFK, Vietnam, Lincoln, Jefferson, WWII, Korean War, as well as the Washington Monument. They got a tour of Capital Hill, spent time at National Harbor, and so much more. The following are some excerpts from a parent that was on the trip:

“Being on the EXACT ground where the battle happened was so surreal! Such an amazing experience! This trip brings me to tears in so many ways! Makes me SO proud to be an American and respect all who fought, and are still fighting, for our freedom.

“It was a JAM packed trip and we feel SO THANKFUL to do and see as much as we did. It was truly a trip of a LIFETIME! Thanks to Oostburg School District for having this trip available to the students and families! We have made lifelong friends and memories! BEST TRIP EVER!!!”

I received regular updates and pictures throughout the trip and am thrilled we are able to give this opportunity to students at OMS. Learning in the classroom is one thing, but experiencing some of these things first hand takes learning and understanding of our history to a whole new level. World Classrooms leads a well organized, safe, and fun experience for both students and adults. Mr. Kloepping and I will likely be at a future board meeting looking for approval of another trip in two years!

# Board Update

## Oostburg Elementary School

To: Board Members and Administration  
From: Terry Hendrikse  
Date: July 15, 2021

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- **Recommendation for Hire**

I am recommending the school board hire Jerilyn Veldboom for a full time teaching position in the first grade. Jodi Stubler and I interviewed for this position, communicating with the rest of the 1st grade team throughout the process and we are confident Jerilyn will be a strong addition to the 1st grade team and elementary school. Jerilyn was born and raised in Oostburg and attended OSD from kindergarten through graduation. She attended and gained her teaching credentials from Lakeland University and has taught for three years at Chilton Elementary School. Jerilyn comes highly recommended by her current administration and is very excited about being back home and investing her energy into our school and children.

This position was created in response to the growing number of students in an already large first grade class. Additionally, this class has an above average number of students with substantial behavioral and academic needs. Thanks to the help of the kindergarten teachers, the students in the three 1st classes have been redistributed into four classes and everyone feels the student rosters are much more manageable and conducive to increased learning. Yet even with the additional section, Jill Davies, Kristen Stapel and the interventionist team plan on increasing their focus and attention on this group for next year in order to increase student learning in math and reading and close academic gaps for our struggling students. The long term vision for this position depends on the changing student makeup of the class of 2033, but options include looping into 2nd grade and/or moving into vacancies created by retirements.

- **Recommendation for continued support of “1 year temporary” Aide Position**

I am requesting the school board continue supporting the aide position formerly held by Sherry Nelson. The hours being requested are the same as last year and include 4 hours per day, Monday through Friday for a total of 20 hours per week.

During the last school year, the general classroom aide duties were split between five aides. Two of those five aide positions were one year temporary hirings to address an additional JK classroom and increased supervision for Covid mitigation. Although Sherry Nelson will no longer be with us, retaining her position next year and into the future is essential for both recess/lunch supervision in addition to classroom learning.

As currently scheduled, this position supervises the majority of our lunchroom and recess responsibilities throughout the week. Additionally, they are scheduled Monday - Friday in the Kindergarten classroom to assist as an interventionist for both writing and math. As you can see, this position has a central role in supervision as well as impact on student learning in the classroom.

Proposed Responsibilities:

25 min - Aid Teachers with classroom prep

35 min - Interventionist in kindergarten classroom: Writers Workshop



# Board Update

## Oostburg School District: Director of Special Education

To: Board Members and Administration  
From: Ashley Hinze  
Date: July 16th, 2021

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- **Special Education Staffing Update:**

**We welcome to the following new staff for the 21-22 school year:**

Lindita Abazi as our new High School ID teacher

David Hickmann as our new school social worker

**Shifts in role/locations for the 21-22 school year are as followed:**

Stephanie Huenink will join our High School Intellectual Disabilities team

Tomo McMullen will be joining our High School Special Education team and support primarily in the gen. ed classrooms

Cameron Bruggink was hired to help with a student that moved into, and out of, the district late in the year. She will remain on staff with our Elementary Special Education team, filling the open educational assistant position.

- **Seclusion and Restraint:**

We are required by law to report annually on the number of seclusion and restraints used within the previous school year. During the 2020-2021 school year, we had nine seclusion and restraint events. Our ultimate goal is for this to be at zero, as we exhaust all options prior to physically restraining or secluding a child. These events occurred among two students and in response to the child becoming physically aggressive or unsafe toward themselves or a staff member. Each restraint was conducted by individuals trained in nonviolent crisis intervention (NVC), using only approved techniques to assure safety of all parties involved, and immediately released once the child was able to regain self-control and was no longer a harm to themselves or others. All appropriate procedures, including parent notifications, behavior monitoring, and IEP team meetings occurred within the designated timeline.



# 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:** 7/14/21

- Training is underway for the helpdesk and inventory software. The platforms are very robust and capable thus far, however the initial work continues to be a large mountain to climb.
- I have begun the application for the Emergency Connectivity Fund. This fund should be able to cover approximately 150 Chromebooks needed for the 22-23 school year and possibly new teacher laptops as well.
- I have a kickoff call with another new platform this afternoon which will be our district wide bells, paging, intercom, and emergency notification platform.
- Summer is when we process a majority of our software renewals. I did a price audit for our Microsoft subscription as they were changing their pricing model and requirements. This will save about \$5000/year.
- Starting July 1, I also begin processing new/exiting staff and update all of our directories along with purging student data and data that has exceeded our mandatory 7 year retention period.

# Board Update

## Oostburg School District: Buildings and Grounds

To: School Board

From: Peter Scheppmann

Date: July 16, 2021

- Cleaning of all buildings is presently on schedule. It will be challenging as we come closer to the start of school after main areas under construction are turned back over to the district for final cleaning.
- The high school construction project is moving along very well. We will go through some tough phases with short time frames for the district to take back the spaces but it will be well worth it over the next 50 years.
- I was given notice recently of two employees that have tendered their resignations from the district. Jay VanEss has made the decision to start his own electrical business and Isabel Fuentes de Rehm will be relocating to Whitewater.
- The district storage shed has been relocated and Jay has buried a new electrical service line and installed a new transformer and service to the building, once again giving us full power in the building for overhead garage doors and lighting.