

Board of Education
Regular Meeting
Monday, February 11, 2019
7:00 PM
High School Library Conference Room

1. Meeting called to order by President Jason Oetzman @ 7:00 pm. Board members present: Jo Peterson, Mitchell McCoic, Lindsay O'Hair, Jenny Hynek, Jenni Schrock, Jason Oetzman, Denise Huntley. Also in attendance: Curt Bisarek, Missy Herek, Mindy Boldon, Chris Koopman, Anna Madden, Erin Hora, Maggie Schultz, Deb Freitag, Ellen Scharfenberg, Todd Salisbury.
2. Pledge of Allegiance led by Jason Oetzman.
3. Curt Bisarek affirmed that notice was properly posted.
4. Approval of Consent/Agenda:
 - 4.1 Motion by Jenny Hynek, 2nd by Denise Huntley to approve minutes from January 14, 2019 Regular meeting, and January 28, 2019 Special Meeting; Voice vote motion carried 7-0-0
 - 4.2 Financial Report read by Treasurer Jenny Hynek
 - 4.3 Motion by Denise Huntley 2nd by Jo Peterson to approve vouchers 105399-105547 excluding 105433,105483,105541,105479,105486,105481,105485,105490. Roll call motion carried 7-0-0.
 - 4.4 Motion by Denise Huntley 2nd by Lindsay O'Hair to approve vouchers 105433, 105483, 105541. Roll call motion carried 6-1-0. (Mitchell McCoic abstain)
 - 4.5 Motion by Denise 2nd by Mitchell McCoic to approve vouchers 105479, 105486. Roll call motion carried. 6-1-0 (Jason Oetzman abstain)
 - 4.6 Motion by Denise Huntley 2nd by Mitchell McCoic to approve voucher 105481. Roll call motion carried 6-1-0 (Jenny Hynek abstain)
 - 4.7 Motion by Jenni Schrock 2nd by Denise Huntley to approve voucher 105485. Roll call motion carried 6-1-0 (Lindsay O'Hair abstain)
 - 4.8 Motion by Denise Huntley 2nd by Lindsay O'Hair to approve voucher 105490. Roll call motion carried 6-1-0. (Jenni Schrock abstain)
5. Reports
 - 5.1 Elementary Principal Report
Parking/Bus Flow Changes: Have gone very well and we have had positive feedback from many.
SLO/PPG/Goal Setting: Met with all certified staff and discussed midyear student learning objectives, professional practice goals and short/long-term career goals.
Personalized learning(AAC: Augmentative and Alternative Communication): We have started exploring personalized learning options for 6 of our students needing alternative supports to assist them in communicating. We will be visiting a few schools and continuing our research. (Jessica and Jacob)
AGR: Handout document
Upcoming Events:
Calendar Raffle: Month of February

Feb. 13: Bus driver appreciation breakfast
Feb. 18-March 1: Roller skating in Physical Education
Feb. 19 and 20: Pastries with Parents
Feb. 21: Opera for the Young
Feb 25 and 26: Federal Funding Conference
March 1: School Improvement (1 of 3 sessions at CESA)
March 21: Early Childhood/Pre-K Screening

5.2 MS/HS Principal Report

MS/HS School Improvement Committee Meeting

- Focus the remainder of this year is on climate and culture of the school
- Important to have student voice and student-led initiatives
- Setting the stage for becoming a true PBIS and Trauma-Sensitive School
 - Jesse Sloan from CESA #4 presented on TSS and will support us moving forward as we develop universal expectations and instructional best practices at the Tier 1 level
- Lunch to Learn (L2L)
 - To catch students before they fall too behind, we will have L2L that started today. Any students who are missing work or failing classes will report to Mrs. Bisarek's room during lunch and remain on the list for the week
 - A new list will be created every Friday
- MS Math Department
 - Met with Michelle Bittick on Friday to discuss math instruction - what is going well and what we can be better at
 - Tuesday, she will come in and model a 3-Act Math lesson for grades 6, 7, and 8
- ACT Exam
 - February 20 - WorkKeys February 21
 - ACT - Reading, Math, English, Science, and Writing
 - ACT WorkKeys - Applied Math, Graphic Literacy, and Workplace Documents
 - Once again, the Hillsboro Fire Department allow us to take the exam at the Community Center and we cannot thank them enough
- Spelling Bee
 - District winners were:
 - 3rd Place - Russell Jackson
 - 2nd Place - Talan Hildreth
 - 1st Place - Kyra Bisarek
 - Regional bee will be held now Monday, February 18 at the CESA building in West Salem

5.3 Business Manager Report

January Reporting

- W-2's
- ACA Reporting (1094C/1095C)
- 403(b) Universal Availability Notice

- o 1099's
 - o SSA Wage Reporting
 - o WI State Reporting (W-2's & 1099's)
 - o WI WT-7 Annual Reconciliation Report
 - o Quarterly Unemployment Compensation Tax
 - o Federal 941 Quarterly Report
 - o 1097-BTC (Quarterly & Annual)
 - o WRS Annual
 - o OSHA
 - o Title/Grants/Food Service Claims
- Medicaid Quarterly Report
- o Due in February
- January Pupil Count-1/12
- o Factor in General Aid Worksheet for 2018-19
- Federal Funding Conference
- o February
- Accounting Conference
- o March
- 2017-18 Local Tax Levy Payment Schedule to District
- o January
 - o February
 - o April
 - o August (posted as a receivable back to the 2017-18 school year)

5.4 Superintendent Report

- Hours of Instruction
 - State statute requirements for Hours of Instruction are very unlikely to be modified due to this year's inclement weather. To date we have had 8 cancellations, a 2hr delay and another 2hr delay with an early release.
 - We will need to adjust this year's calendar and should re-consider the 2019-20 academic calendar.
- Referendum Progress Update
 - We posted to social media a progress update this week. Future posts are scheduled for the first week of March, April, May, June and July.
- Membership Audit
 - We have been identified for a membership audit. Mary Stanek is working hard to assemble the necessary materials for this audit.
- The Hillsboro Excellence in Education grant window is currently open for teacher applications.
- Jenny Barreau is facilitating the implementation of the MakerSpace project. In addition to the grant that is allowing this to happen we are awaiting news on a Steelcase grant that would allow us to further modify the space with new furniture.

- I met with Vernon County superintendents and Rep. Loren Oldenburg today to review the recommendations of the Blue Ribbon Commission on School Funding.
- Gov. Evers will deliver his budget address on Feb. 28

6. Public Forum

7. Commendations

1. Jacqui Davison: WSRA Literacy Excellence Award: Celebrate Literacy - Individual Award
2. Erin Hora, Maggie Schultz, Deb Freitag, Anna Madden, Todd Salisbury – ACT prep teachers

8. Discussion/Action Items

8.1 Motion by Denise Huntley 2nd by Mitchel McCoic to approve the retirement of Becky Farra. Thank you for the many years of service to the Hillsboro School District. Voice Vote 7-0-0.

Motion by Denise Huntley 2nd by Jenni Schrock to approve the retirement of Deb Freitag. Thank you for your years of service with the Hillsboro School District. Voice Vote Motion carried 7-0-0.

8.2 Motion by Jason Oetzman 2nd by Denise Huntley to approve resolution establishing 2018 Referendum Fund 49 Account. Roll call motion carried 7-0-0.

8.3 Motion by Jason Oetzman 2nd by Denise Huntley to approve revise 2018-19 school Calendar as follows:

Required Time:

Fridays become full days beginning Feb 22, 2019

Starting Feb. 18 Add 10 minutes to each school day: First bell at 7:55 am

End at

3:36 pm.

June 5, 6, and 7 are school days

Possible needed time:

1st make up day: April 18th

2nd make up day: March 25

3rd make up day: April 22nd

Teaching Staff Contracted Days (186)

**2 will be self-identified with building principal approval

**2 will be from Admin created activities

**2 will be carried forward to Summer 2019 trainings (TBD)

Voice Vote. Motion carried 7-0-0.

8.4 Motion by Lindsay O'Hair 2nd by Jenny Hynek to modify the Employee Handbook Part III, Section 2.07 (B) "Emergency School Closings" for the months of January 28, 2019 to March 1, 2019. Voice Vote motion carried 7-0-0.

8.5 Motion by Jenny Hynek 2nd by Lindsay O'Hair to approve addition of middle school teacher for 2019-20. Roll call motion carried 7-0-0

9. Motion by Jason Oetzman 2nd by Jenny Hynek to move into closed session. Roll call motion carried 7-0-0.

The Board may convene into Closed Session pursuant to Wisconsin Statutes 19.85(1) (c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility in order to discuss personnel as it relates to 2019-20 staffing needs (specifically, RTI/PBIS coach) and administrative contracts for Curt Bisarek, Mindy Boldon, Missy Herek and Chris Koopman.

10. Motion by Jason Oetzman 2nd by Jenny Hynek to reconvene in open session for action, as appropriate, regarding closed session business.

10.1 Motion by Jenni Schrock 2nd by Jenny Hynek to approve the 2019-21 Administrative contract for Curt Bisarek. Roll call Motion carried 7-0-0.

10.2 Administrative contract for Mindy Boldon. Tabled until Feb 27 meeting

10.3 Motion by Denise Huntley 2nd by Lindsay O'Hair to approve 2019-21 Administrative contract for Missy Herek Roll call motion carried 7-0-0.

10.4 Motion by Denise Huntley 2nd by Lindsay O'Hair to approve 2019-21 Administrative contract for Chris Koopman. Roll call motion carried 7-0-0.

11. Motion by Jason Oetzman 2nd by Jenny Hynek to adjourn meeting at 10:00 pm. Voice Vote motion carried 7-0-0.

Respectfully submitted
Jenni Schrock
(Clerk)