

Office of the Superintendent
SHEBOYGAN AREA SCHOOL DISTRICT
Sheboygan, WI 53081

**BOARD OF EDUCATION
SHEBOYGAN AREA SCHOOL DISTRICT
Sheboygan, Wisconsin
REGULAR MEETING MINUTES
Tuesday, November 25, 2014**

The regular meeting of the Board of Education of the Sheboygan Area School District was held on Tuesday, the 25th day of November at 6:00 p.m. in the Board of Education room, 830 Virginia Avenue, Sheboygan, Wisconsin. This regular meeting was announced in compliance with the Open Meeting Law of the Wisconsin State Statutes.

Vice President Tuszynski called the meeting to order at 6:07 p.m.

Present: Mr. Larry Samet, Dr. Susan Hein, Ms. Jennifer Pothast, Ms. Barbara Tuszynski, Ms. Marcia Reinthaler, Mr. John Hill, Mr. Ryan Burg, Mr. David Gallianetti (arrived at 6:32 p.m.)

Excused: Mr. Mark Mancl

Vice President Tuszynski requested that everyone stand and join her in the Pledge of Allegiance.

Moved by Dr. Hein, seconded by Mr. Burg to approve the agenda. All ayes. Motion carried unanimously.

APPROVAL OF MINUTES

Moved by Mr. Hill, seconded by Ms. Pothast to approve the minutes of the Special Session Meeting of October 27, 2014, Closed Session Meeting of October 27, 2014, Regular Board of Education Meeting of October 28, 2014, Closed Session Meeting of October 28, 2014, and Closed Session Meeting of November 11, 2014. All ayes. Motion carried unanimously.

DIPLOMA

Moved by Ms. Pothast, seconded by Ms. Reinthaler to award a high school diploma to Jayme Hansen, North High School class of 2015. All ayes. Motion carried unanimously.

STUDENT REPRESENTATIVES

Ms. Lesley Arant, North High School student representative talked about Chromebooks and that students and staff are becoming more comfortable using them. She commented that students would prefer to hear announcements rather than viewing them on the television screens or Chromebooks. Ms. Sophia Ly, South High School student representative talked about the new tardy policy that was implemented this year and that it is going very well. She also spoke about the Salvation Army food drive and upcoming clothing drive. She spoke about Jacob Kirschner who recently passed away and wanted to recognize him and honor his memory.

COMMUNITY INPUT

There was no community input.

SUPERINTENDENT'S REPORT

Dr. Sheehan reported on the RCS employee recognition, Lakeland women's basketball team who are mentoring students and the Veteran's Program. He added that North High School students wrote letters to be shared with veterans at various restaurants and provided an update on the Sheboygan County Economic Development Corporation. He closed by thanking the school board members for their dedication.

MISCELLANEOUS

A. North High School Presentation

Administration presented Raider Special Blend, a school-based business that enables students with disabilities, working with their peers to learn skills in a school environment. This is a student led program that focuses on teaching students to be adults within the community. The coffee shop has been very successful. Students work on skills of money management, reading, math, social skills, independent living skills, and job-readiness skills. All profits go to local charities that the students pick each month. The program is no cost to the district and is completely self-sufficient.

B. Elementary School for the Arts and Academics (ESAA) School Presentation

Administration presented an overview of the project-based learning environment at the Elementary School for the Arts and Academics which has students work on projects that focus on the real world by using creative processes to design their projects. Students engage in learning through collaborative projects that require them to apply content in innovative ways. There are four main components: 1) the discovery phase 2) the making phase 3) the presentation phase and 4) the reflecting phase. Students worked on building a bird garden as part of their project based learning.

C. Nutritional Services Report

Mr. Boehlke commented that Ms. Smith and Ms. Duchaine have taken a five-year plan and turned it into a one-year accomplishment. Ms. Smith provided an overview of the recommendations the District received from the consultant and talked about the accomplishments that went beyond the consultant recommendation which included improved food quality, reduction in food waste, and reduction in tray costs. They changed the appearance of the trays to be more inviting to students, menus are now online and interactive which allows parents and students to see the nutritional value and rate each food item. Breakfast participation overall has increased 38.2 percent within the District. They will continue to increase the Fund 50 fund balance which should keep the District on course for many years to come. Mr. Boehlke thanked Ms. Schutte and all the other staff who have stepped up with the effort to improve the food service program. Ms. Tuszynski commented on how wonderful the program is and asked what percentage of the lunch menu is new and Ms. Duchaine commented that about eighty percent is new and the students have a large variety to choose from.

D. Adoption (Second Reading) of Revised Board of Education Policy 5111 – Eligibility of Resident/Nonresident Students

Moved by Ms. Pothast, seconded by Ms. Tuszynski to approve the adoption (second reading) of revised Board of Education Policy 5111 – Students; Eligibility of Resident/Nonresident Students. All ayes. Motion carried unanimously.

E. Adoption (Second Reading) of Revised Board of Education Policy 5113 – Open Enrollment Program (Inter-District)

Moved by Ms. Pothast, seconded by Ms. Reinthaler to approve the adoption (second reading) of revised Board of Education Policy 5113 – Students; Open Enrollment Program (Inter-District). All ayes. Motion carried unanimously.

F. Adoption (Second Reading) of Revised Board of Education Policy 6235 – Fund Balance

Moved by Ms. Reinthaler, seconded by Mr. Burg to approve the adoption (second reading) of revised Board of Education Policy 6235 – Finances; Fund Balance. All ayes. Motion carried unanimously.

REPORT OF COMMITTEES

A. CURRICULUM & INSTRUCTION COMMITTEE

Moved by Ms. Pothast, seconded by Ms. Tuszynski to approve agenda items #2, #3 and #4. All ayes. Motion carried unanimously.

1. Diploma

From the committee meeting:

Moved by Mr. Hill, seconded by Ms. Tuszynski to award a high school diploma to Jayme Hansen, North High School Class of 2015. All ayes. Motion carried unanimously.

2. 2016 French Program Field Trip

From the committee meeting:

Moved by Ms. Tuszynski, seconded by Mr. Hill to approve administration’s recommendation for South High School students to travel to Bordeaux and Paris, France from June 13-23, 2016. All ayes. Motion carried unanimously.

Administration reported that the field trip is being brought forward for approval so that the students can begin their fundraising efforts. No District funds are being used to support the field trip.

3. Introduction of New Courses

From the committee meeting:

Moved by Ms. Tuszynski, seconded by Mr. Hill to approve administration’s recommendation to adopt CAPP Personal Finance (South High School) and Advanced Placement (AP) World History (South High School) courses for the 2015-16 school year. All ayes. Motion carried unanimously.

4. Introduction (First Reading) of New Policy 5113.01 – Course Options

From the committee meeting:

Moved by Mr. Hill, seconded by Ms. Tuszynski to approve the introduction (first reading) of new Board of Education Policy 5113.01 – Students; Course Options. Motion carried 2-1 (Tuszynski – no).

Administration reported that the District is required by state statute to have a policy in place by January 1, 2015. Students enrolled in the District now have the ability to take up to two courses at any given time through one or more other educational institutions, including in a non-resident public school district provided they are approved by the Department of Public Instruction. The District is required to pay a percentage of the cost with no parameters.

5. Intra-District School Choice Update

From the committee meeting:

Administration reported a two-year snapshot of students that requested to attend a school other than their assigned neighborhood school and explained that a significant number of school choice requests come from students at transitional years (kindergarten, sixth grade, and ninth grade). Kindergarten is the most popular grade for school choice. Mr. Holzman explained that additional staff is not added at the Kindergarten level as it is not cost effective. He talked about future parameters that the District should consider such as how many students we want at our buildings as there have been staff concerns at the buildings that are over capacity. SAGE schools have more flexibility because of Title funds they receive.

B. HUMAN RESOURCES COMMITTEE

Moved by Ms. Reinthaler, seconded by Dr. Hein to approve agenda items #1 and #2. All ayes. Motion carried unanimously.

1. Appointments

Moved by Mr. Mancl, seconded by Dr. Hein to confirm the following appointments. All ayes. Motion carried unanimously.

TEACHERS

Bobbie Jo Capetillo-Pena	Kindergarten	Lakeland College	Bachelor’s Degree
Sheboygan, WI	Sheridan	1 year of experience	\$33,790.54 (prorated)

Ms. Capetillo-Pena has been hired for the 2014-2015 school year as a Kindergarten Dual Language (Spanish) Teacher at Sheridan Elementary School. She received her degree from the Lakeland College in January 2013. She is certified in Elementary Education, ages 6-13. She will be provisionally certified in Bilingual Education. Ms. Capetillo-Pena was a Third Grade Teacher at Sheridan during the 2013-2014 school year, but resigned at the end of the school year. She has been re-hired for this position. She was one of two candidates interviewed.

SUBSTITUTE TEACHERS

Ralph Dekker	Broad Field Social Studies and History, 7-12
Wayne Featherston	Degreed, Non-certified Substitute
Thomas Goode	Degreed, Non-certified Substitute
Sue Mrdjenovich	Elem. Educ., 1-8, and Cognitive Disabilities, PK-12 (Retired SASD Elementary Teacher)

SECRETARY

Pamela Block	Business Services	November 4, 2014	\$21.25 per hour
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SUBSTITUTE EDUCATIONAL ASSISTANTS

Janice Hill (Retired SASD P.C. Support Manager)
Iliana Richardson

SECURITY ASSISTANT

Stacey Rajchel-Bahr	Central High	October 23, 2014	\$13.36 per hour
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PHYSICAL THERAPY ASSISTANT

Jenna Schodron	Madison	October 28, 2014	\$18.00 per hour
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CUSTODIANS

Tyler Feld	Pigeon River	November 3, 2014	\$13.25 per hour
Benjamin Roelse*	Farnsworth	October 29, 2014	\$17.25 per hour

COOK/TRAVELING FOOD SERVER

Emily Cyr*	School Nutrition	October 27, 2014	\$12.00 per hour
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DELIVERY DRIVER/STORE CLERK

Kelly Drews	School Nutrition	October 28, 2014	\$16.50 per hour
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SUBSTITUTE NOON SUPERVISORS

Nicole Carmody	Grant	October 22, 2014	\$7.47 per hour
Deanne Dean	Madison	October 15, 2014	\$7.47 per hour
Mary Eder	Madison	October 21, 2014	\$7.47 per hour
Juliana Verhage	Grant	October 6, 2014	\$7.47 per hour
Victoria Witt	Lincoln-Erdman	October 16, 2014	\$7.47 per hour
Dana Zenil*	Lincoln-Erdman	October 28, 2014	\$7.47 per hour

STUDENT LIFEGUARDS

Dakota Lampe	South High	October 6, 2014	\$7.25 per hour
Carlee Maas	South High	October 6, 2014	\$7.25 per hour
Michael Woepse	North High	September 30, 2014	\$7.25 per hour

EXTRA PAY FOR EXTRA SERVICE (COACHES/ADVISORS)

North High

Timothy Brown	North High	Varsity Wrestling	\$3,771.00
Anton Shircel**	External Candidate	Varsity Debate	\$3,771.00
Karlie Tetschlag**	External Candidate	Asst. Girls' Basketball	\$2,743.00
Calvin Thomas**	External Candidate	Assistant Football	\$1,509.00 (job-share)
Benjamin VanVeghel	External Candidate	Event Staff	\$11.21 per hour

South High

Hannah Favret**	External Candidate	Asst. Girls' Basketball	\$2,743.00
Ellyn Hansen**	External Candidate	Asst. Girls' Basketball	\$2,743.00
Garrett Renzelmann**	External Candidate	Asst. Girls' Basketball	\$2,743.00

*Relative of SASD employee

**Not a SASD employee

2. Retirements

From the committee meeting:

Moved by Mr. Mancl, seconded by Dr. Hein to grant the following requests to retire and recognize the employees for their years of service per Board policy. All ayes. Motion carried unanimously.

Sharon Daun	Nurse	ELC	16 years of service
Deborah Diener	Food Server	Pigeon River	25.75 years of service
Thomas Lueschow	Teacher	Urban	10 years of service

3. Resignations

From the committee meeting:

The following resignations have been granted:

Roxanne Akstulewicz	Noon Supervisor	ESAA	October 24, 2014
Fernando Alvarez	Educational Assistant	Sheridan	October 27, 2014
Travis Christenson	Substitute Teacher	N/A	October 15, 2014
Alia Corbett	Noon Supervisor	ESAA	October 24, 2014
Jane Johnson	Substitute Teacher	N/A	October 1, 2014
Christopher Lacey	Coach	North	October 10, 2014
Adriana Padilla	Noon Supervisor	Cooper	October 10, 2014
Natalie Pitsch	Substitute Educ. Asst.	N/A	September 18, 2014
Kimberly Roethel	Noon Supervisor	ESAA	October 24, 2014
Kendra Schwaller	Substitute Teacher	N/A	September 30, 2014
Teresa Sizonen	Noon Supervisor	Cooper	October 10, 2014
Karen Smith	Substitute Teacher	N/A	October 7, 2014

4. Leaves of Absences

From the committee meeting:

The following leaves of absences for maternity/paternity/personal reasons have been granted:

Kathleen Adema	Educational Assistant	Madison	October 9-13, 2014
Ronda Arthur	Educational Assistant	Cooper	October 20-24, 2014
Lisa Bekkum	Teacher	ELC	Intermittent up through October 24, 2014
Jennifer Butcher	Teacher	Wilson	December 11, 2014-February 4, 2015
Tamara Cotter	Teacher	Farnsworth	Intermittent
Stephanie Hurst	Educational Assistant	North	October 6, 2014-January 12, 2015
Paul Gollner	Educational Assistant	Grant	Intermittent (October 14-November 28, 2014)
Valerie Juergens	Educational Assistant	Madison	September 23-26, 2014
Julie Jurss	Teacher	Wilson	November 6-December 23, 2014
Jeff Kainz	Teacher	Farnsworth	October 27-December 19, 2014
Sheri Kane	Educational Assistant	Madison	September 29, 2014-January 5, 2015
Kate Kiel	Teacher	Urban	February 20-May 27, 2015
Deanna Nelson	IT Trainer	Instr'l. Technology	Intermittent
Peter Nyenhuis	Teacher	Jefferson	October 29-30, 2014 + Intermittent
Christopher Raisbeck	Manager	Instr'l. Technology	November 5-11, 2014
Nannette Pockat	Educational Assistant	Madison	October 7-14, 2014
Kimberly Selby	Teacher	Wilson	March 23-May 29, 2015
Margaret Short	Educational Assistant	North	February 9-March 20, 2015
Lori Sucha	Teacher	Jackson	September 15-26 and October 2-6, 2014

Laura Voss	Secretary	Central	October 13-17, 2014
Billie Weier	Secretary	South High	November 7-December 19, 2014
Gene Wigdahl	Teacher	North High	Intermittent
Constance Witzeling	Secretary	Student & Instr'l.	December 22, 2014-March 13, 2015
Paulina Yang	Educational Assistant	Farnsworth	October 29-November 6, 2014

5. Support Staff Meet and Confer 2014-2015

From the committee meeting:

Administration provided an overview of the topics to be discussed during the Meet and Confer sessions. Items for discussion include support staff evaluation forms, support staff salary schedule, and conditions of employee discipline. Ms. Corning noted within the support staff groups there were several evaluation forms which are now uniform and include standardized language pertaining to 'unsatisfactory/distinguished/proficient'. Mr. Flaherty asked if the committee would like samples of the evaluation templates in the future and Ms. Reinthaler and Dr. Hein responded yes, and requested the Board members receive these forms as information only at the November 25, 2014 Board meeting. Mr. Flaherty added administration would also like to have discussions with Meet and Confer regarding incorporating the evaluation as part of their salary. Mr. Flaherty asked if the committee would like feedback of these discussions included with the quarterly updates and Ms. Reinthaler responded yes.

C. FACILITIES/RECREATION/THEATRE COMMITTEE

1. Community Recreation Department Annual Report

From the committee meeting:

Administration presented the 2013-2014 Community Recreation Department Annual Report and highlighted many of the department's programs. Mr. Koehler talked about the Sheboygan Theatre Company and while they had a transitional year did well. He commented that the STC has many long-term committed staff/volunteers who continue to put their time and hearts into making the STC's productions a great experience. Open swim enrollment dropped; however, that is reflective of many winter closings that occurred and the lack of pool space. They have also seen a decline in enrollment for the summer arts and crafts classes likely because there is a fee. He thanked his staff and all the seasonal staff and volunteers that have made the Community Recreation Department's many programs successful.

2. Sheboygan Theatre Company Pre-Audited Financial Report

From the committee meeting:

Administration presented the pre-audited financial report for the Sheboygan Theatre Company for the period of July 1, 2013 through June 30, 2014 and noted that the final net budget could increase or be reduced by \$4,000; however, the STC has been very fiscally responsible and continue to watch their month-to-month spending. He further commented that they have received many of their anticipated donations and went from five to four shows. Mr. Koehler commented that it is a nationwide trend that people are not attending live theatre.

3. Facility Permit Report

From the committee meeting:

Administration presented the Facility Permit Report for the period of October 1-31, 2014 for information.

D. FINANCE & BUDGET COMMITTEE

Moved by Ms. Reinthaler, seconded by Mr. Burg to approve agenda items #1 and #2. All ayes. Motion carried unanimously.

1. Fund 41 Capital Projects

From the committee meeting:

Moved by Mr. Burg, seconded by Dr. Hein to approve Fund 41 Capital Projects for audit. All ayes. Motion carried unanimously.

	Capital Projects Appropriation	Interest Earned To Date	Expenses To Date	Under Appropriation
A. CAP IMPROV PRIOR YEARS	1,399,328.44		1,155,895.69	243,432.75
B. CAPITAL IMPROVEMENTS 2013-14 Completed Project Totals	1,000,000.00		739,021.35	260,978.65
C. CAPITAL IMPROVEMENTS 2014-15				
a. ADA	10,000.00		0.00	10,000.00
b. Asbestos Removal	20,000.00		0.00	20,000.00
c. Auditoriums	30,000.00		0.00	30,000.00
d. Blacktop/Concrete	50,000.00		0.00	50,000.00
e. Building Renovations	101,000.00		0.00	101,000.00
n f. Doors/Hardware	15,000.00		0.00	15,000.00
g. Electrical	10,000.00		0.00	10,000.00
h. Facility Upgrades	199,000.00		24,196.00	174,804.00
i. HVAC	15,000.00		0.00	15,000.00
j. Lighting	25,000.00		0.00	25,000.00
k. Playground	20,000.00		0.00	20,000.00
l. Lockers	50,000.00		0.00	50,000.00
m. Plumbing	90,000.00		43,700.00	46,300.00
n. Roofing	205,000.00		0.00	205,000.00
o. Security/Fire	50,000.00		0.00	50,000.00
p. Tractor/Truck	50,000.00		0.00	50,000.00
q. Building Envelopes	<u>60,000.00</u>		<u>0.00</u>	<u>60,000.00</u>
	1,000,000.00		67,896.00	932,104.00
Total Fund 41	3,399,328.44	91,818.58	1,962,813.04	1,528,333.98
D. QSCB Proceeds Phase II	895,000.00	1,334.36	896,310.05	24.31

2. Statement of Cash Flow

From the committee meeting:

Moved by Dr. Hein, seconded by Mr. Burg to approve the Statement of Cash Flow as presented. All ayes. Motion carried unanimously.

3. 2013-14 Audit

Ms. Reintaler spoke about the audit report and commented that we are a strong District when it comes to fund balance and process.

From the committee meeting:

Mr. Bryan Grunewald, Schenck Business Solutions, presented the results of the 2013-14 audit including the Management Communications and Annual Financial Report, June 30 2014. The district is in compliance. He reviewed Schenk's responsibilities under U.S. Generally Accepted Standards, OMB Circular A-133 and the State Single Audit Guidelines. Mr. Grunewald reviewed and discussed the Table of contents. He added they tested five federal and state grants and there were no discrepancies. However, Mr. Grunewald did note one internal control deficiency, 'Finding 2401-001- regarding the preparation of annual financial report. He further noted this is more of a required communication as he is not aware of any school districts that do their own report. Mr. Grunewald added there were no difficulties in working with the Sheboygan Area School District staff. He further noted he would have preferred to have received the financial statements earlier; however, with having the turnover of financial staff that the district did, the audit went as smooth as could be expected. Mr. Grunewald reviewed the district fund balances and noted the general fund balance increased with a June 30, 2014 balance of \$32,570,142 compared to the previous year's general fund balance of \$25,798,798. The majority of the increase was from the health insurance savings. He

reviewed the ‘restricted, committed, and assigned’ fund balances and explained this is a way to designate needs for the future and encourages the district to continue to keep doing this. He spoke about the relationship of the unassigned General Fund balance of \$22,047,165 which represents 19.6% of the district’s General Fund Operating Expenditures and indicated this is a strong relationship. He also noted that Sheboygan Public Education Foundation was included in this audit, which is shown in a separate column on the financial statement. Mr. Grunewald spoke about the ‘Emphasis of Matter’ in which the district increased the threshold of assets for capitalization, which was primarily for computer equipment and textbooks to \$5,000 per item. Because of this threshold increase, \$4,900,000 was written off –removed from the record - which lowers the assets and equity. Mr. Boehlke added that the policy has been revised and reflects this change and received Board approval.

4. Fund Balance Designation

Moved by Ms. Reinthaler, seconded by Mr. Hill to approve the annual designation of fund balances on the District’s Balance Sheet to include amending the General Fund 10 non-spendable inventories less \$4,000, and adding the \$4,000 to the General Fund 10 unassigned balance. All ayes. Motion carried unanimously.

From the committee meeting:

Moved by Mr. Burg, seconded by Dr. Hein to approve the annual designation of fund balances on the District’s Balance Sheet as follows and to include amending the General Fund 10 Non-spendable inventories less \$4,000, and adding the \$4,000 to the General Fund 10 Unassigned balance. All ayes. Motion carried unanimously.

Mr. Boehlke explained there was a typo on the General Fund non-spendable inventories which is \$4,000 less than noted below bringing the amount to \$73,339; this would then add a \$4,000 increase to the General Fund unassigned balance bringing that amount to \$20,047,166.

Mr. Boehlke highlighted there is a significant amount to fund balance this year and after reviewing the deferred maintenance projects needed; administration is recommending to assign \$1,700,000 to ‘Future Maintenance Projects’ to take care of a portion of the deferred maintenance projects and assigning \$300,000 to ‘Future Career and Technical Education Facilities Equipment’ and keep assigned for those purposes, which still leaves the General Fund unassigned balance at \$20,047,166 which is about 16.27 percent and falls within the 15-20 percent range as per policy. He added it is prudent to start tackling some of the deferred projects and he has asked Mr. Albright to review the deferred maintenance projects and determine how to best use these funds. Mr. Albright noted some of the projects include roofing, floor allowances, tuck pointing, HVAC controls, painting, replacing windows, etc. and the projects would be performed at various buildings to make them look better.

General Fund 10

Non-spendable Inventories	\$77,339.00
Restricted - Self Insurance	\$4,726,264.00
Committed - Fiber Optic Network	\$1,407,000.00
Assigned - Subsequent Year's Budget	\$3,466,120.00
Assigned - Future Building Projects	\$248,438.00
Assigned - Future Maintenance Projects	\$1,700,000.00
Assigned - Future Software Purchase	\$500,000.00
Assigned - Future Career and Technical Education Facilities and Equipment	\$300,000.00
Assigned - House Project	\$38,282.00
Unassigned	<u>\$20,043,166.00</u>
	\$32,506,609.00

Special Revenue Trust Fund 21

Restricted - Gifts	\$377,949.00
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School Stores Fund 22

Assigned - School Stores	\$63,534.00
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<u>Sheboygan Public Education Foundation Fund 25</u>		
Restricted - Gifts		\$173,988.00
 <u>Non-Referendum Debt Service Fund 38</u>		
Restricted - Retirement of Long-term Debt		\$549,271.00
 <u>Referendum Debt Service Fund 39</u>		
Restricted - Retirement of Long-term Debt		\$440,294.00
 <u>Qualified School Construction Bonds Fund 40</u>		
Restricted - QSCB Capital Projects		\$24.00
 <u>Capital Expansion Fund 41</u>		
Restricted - Capital Projects		\$1,045,936.00
 <u>Food Service Fund 50</u>		
Restricted - Food Service		\$275,130.00
 <u>Employee Benefit Trust Fund 73</u>		
Restricted - OPEB		\$13,035,005.00
 <u>Community Service Fund 85</u>		
Assigned - Subsequent Year's Budget		\$65,000.00
Unassigned		\$584,027.00
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		\$649,027.00

5. Gifts

Moved by Ms. Reinthaler, seconded by Ms. Pothast to accept all gifts approving those \$2500 and greater. All ayes. Motion carried unanimously.

From the committee meeting:

Moved by Mr. Burg, seconded by Dr. Hein to accept all gifts approving those \$2500 and greater. All ayes. Motion carried unanimously.

<u>Gift</u>	<u>Donor</u>	<u>Building/Program</u>	<u>Amount</u>
<u>For Information</u>			
Trumpet	Juan Garcia	Horace Mann	399.00
Monetary	Sheboygan Town & Country Club	North	50.00
Monetary	Kilian Management Services (McDonald's Night)	Lincoln-Erdman	683.40
Monetary	Kohler Credit Union	North	2,000.00
Monetary	Wayne/Martha Laning	North	350.00
Soil & clay pots	Wal-Mart (South)	Urban	111.00
Monetary	Kohler Credit Union	North	70.00
Books	Jim Johnson	Grant	663.11
Monetary	Barb Schroeder	Longfellow	50.00
Monetary	Kohls	Jackson	500.00
Books	Barbara Tuszynski	Jackson	125.00
Holiday gifts	St. Luke Lutheran Church	Grant	50.00
Assorted items	Allison Markus	Grant	35.00
Monetary	BMO Harris Bank	Sheboygan Theatre Co.	250.00

Monetary	Charlotte Koehler	Sheboygan Theatre Co.	250.00
Monetary	Kris Gross	Sheboygan Theatre Co.	75.00
Monetary	Diane/Walter Ellis	Sheboygan Theatre Co.	250.00
Monetary	Thomas Heinrich	Sheboygan Theatre Co.	100.00

For Action

Monetary	LTC Foundation	North (Project Grill)	2,500.00
Plumber fixtures/faucets	Kohler Company	SASD House Construction	4,175.00
STC Show Sponsorship	Community Bank & Trust	Sheboygan Theatre Co.	2,500.00
Movie Tickets	Marcus Corporation	SASD Schools	23,586.50

D. COMMITTEE OF THE WHOLE

1. Longfellow Elementary School Presentation

From the committee meeting:

Administration provided a presentation regarding parent involvement activities at Longfellow Elementary School. Mr. Bekkum noted there have been many changes in the Longfellow Elementary School neighborhood which relates to changes in the student population. He added currently there are 392 students enrolled with 89 percent meeting the criteria for free and reduced lunch. Mr. Bekkum spoke about the hesitation of parents participating at school functions not only due to language barriers but also because of literacy barriers. Longfellow staff are working on ways to make parents feel more comfortable and encouraging them to become involved in school functions. Ms. Lynette Pittner and Ms. Jolene Holser, Longfellow teachers, highlighted some of the parent involvement programs which include the Parent Participation Pizza Program in which parents can earn a free pizza for each of their children in the school by participating in school programs. School programs include attending parent/teacher conferences which is required; open house; school assemblies; chaperoning field trips; volunteering at least an hour, family fun nights, attending IEP meetings and Table Talk with Teachers events. Ms. Pittner spoke about the Table Talk with Teachers event that took place in September. Title 1 funding provided the families a free meal. After the meal the children went to the gym and watched movies which allowed the parents to attend table discussions with school and community personnel on a variety of topics designed to bridge the gap between school and home in a non-threatening way. Twelve tables were set up that included school personnel; health and hygiene, how to help with homework, PBIS at school, Recreation Dept., etc. Translators were available and assisted parents in completing registration forms for the Recreation Department activities. Parents moved from table to table and the presenters would introduce themselves and share information with them in way that made families feel comfortable. Mr. Bekkum noted that Mr. Mees, the SASD Homeless Coordinator, was also present providing families with additional resource information. Mr. Bekkum added parents/students/staff enjoyed this event and over 200 people participated. The next Table Talk event will take place in May and will be geared on continuing learning over the summer.

2. Urban Middle School Presentation

From the committee meeting:

Administration provided a presentation about Urban Middle School's Student Council – A Commitment to Student Leadership. Dr. DiStefano noted that Student Council is growing and provides leadership development to over 200 students on a weekly basis. Mr. Dekker and Ms. Starnitcky, Urban Student Council advisors, introduced the officers and Mr. Dekker noted that the officers are elected and go through an in-depth process. He added they focus on the 'Five S's' which are self; students; staff; Sheboygan; and senior citizens. Ms. Starnitcky added the advisors and officers meet every Tuesday at 7 a.m. and plan for the full council meeting that takes place Fridays at 7 a.m. with an approximate attendance of 180 students. During the Friday meetings jobs are assigned for the following week; old business is reviewed and new business is discussed. The meeting concludes with a leadership activity. The student council officers spoke about their duties and responsibilities and what motivated them to become officers. Ms. Starnitcky added that the Urban Student Council is a member of the Wisconsin Association of Student Councils (WASC) and has been involved with this association for many years and actively participates in educational opportunities as part of this affiliation. Tuesday morning's several students visit Morning Side Nursing Home. Ms. Starnitcky highlighted some of the Student Council sponsored school activities which include: Orientation night; Back to School dance, Spirit Week, Activity Night, talent show, fundraiser drives, 8th grade dance, Multi-media show, leadership day, teacher appreciation, and the Great America trip. She also noted student council assists with parent/teacher conferences and tours for new students. Mr. Dekker spoke about the importance of giving the students opportunities to be involved and be the best people they can be.

3. Moved by Mr. Mancl, seconded by Mr. Gallianetti to adjourn to Closed Session at 7:51 p.m. A roll call vote was taken and motion carried unanimously. (Hein, Mancl, Pothast, Tuszynski, Gallientti, Reinthaler, Hill, Burg)
4. Moved by Dr. Hein, seconded by Ms. Reinthaler to reconvene to Open Session at 9:20 p.m. All ayes. Motion carried unanimously.
5. Moved by Ms. Reinthaler, seconded by Dr. Hein to adjourn at 9:21 p.m. All ayes. Motion carried unanimously.

F. SPECIAL BOARD COMMITTEES/ASSIGNMENTS

1. Legislative Breakfast – Mr. Samet provided an overview of the Legislative Breakfast meeting of November 17, 2014.
2. Human Growth & Development Advisory Committee – The November 3, 2014 minutes of the HG&D Advisory Committee meeting were shared.
3. Sheboygan Public Education Foundation – Ms. Reinthaler reported that Lincoln-Erdman Elementary School raised the most money for the Every Dollar Counts event. She noted that \$26,000 in fall grants were approved and that there was a \$16,000 profit from the ‘All in for Education’ event. Staff contributions came in just under \$16,000 and the Foundation gave out more than \$1.3 million in scholarships to all schools.

COMMUNICATIONS

There were no communications.

FUTURE MEETING DATES

December 9, 2014 Committee meetings begin at 6:00 p.m. with the Regular Board of Education meeting beginning at 6:30 p.m.

ADJOURN

Moved by Ms. Pothast, seconded by Ms. Tuszynski to adjourn at 7:37 p.m. to Closed Session per Wisconsin State Statutes Sec. 19.85 (1)(c)(e) – To consider and take possible action regarding the annual performance evaluation of the Superintendent in accordance with Policy 1240; To consider and develop negotiating strategy with respect to deliberating or negotiating the sale of a public property. A roll call vote was taken and carried unanimously. (Samet, Hein, Pothast, Tuszynski, Gallianetti, Reinthaler, Hill, Burg)

Moved by Ms. Reinthaler, seconded by Dr. Hein to reconvene to Open Session at 8:55 p.m. All ayes. Motion carried unanimously.

Moved by Mr. Burg, seconded by Ms. Pothast to adjourn at 8:56 p.m. All ayes. Motion carried unanimously.



Joseph M. Sheehan, Ph.D.
Secretary and Superintendent

jjh