

**Beaver Dam Unified School District
Board of Education Minutes**

December 19, 2011

The regular meeting of the Beaver Dam Unified School District Board of Education was held on the above date at the Educational Service Center. The meeting was called to order at 6:30 p.m. by President, Marge Jorgensen. Board members present were Bev Beal-Loeck, Kim Darst, Dan Feuling, Jean Hill, Marge Jorgensen, Lisa Panzer, Chad Prieve, Gary Spielman, and Joanne Tyjeski. No board members were absent.

President, Marge Jorgensen, led in the Pledge of Allegiance.

Hill moved, Tyjeski seconded, to approve the minutes from the regular meeting on November 21, 2011, and special meetings on December 5 and December 14, 2011, as presented.

The motion was adopted by unanimous vote.

Ms. Jorgensen welcomed visitors.

During public comment, Rose McDonald expressed disappointment that the Math Committee voted not to keep the honors math track. She feels honors math classes help students prepare for college and the district needs to focus on this high achieving group of students. Carrie Ketchem said she feels its important to group students by their abilities so teachers can focus on the needs of those students. Laura Lerwick commented that Geometry and Algebra II need an honors track and the district needs to graduate students who know how to study and will be successful in the world. Mary Kuntz spoke about the need to be aware of what's happening in the honors classroom and a learning environment needs to be created to challenge higher end students. Scott Eberle spoke in favor of an honors math track and suggested it started at a younger age. Michael Biel said it's important to put more emphasis on education, even at the Middle School level. It's competitive to get into a good college and students need math. Kathi Wiedenhoef said it's about the content and rigor of the subject. Some students have the passion to learn and want to do it all and need options. The district needs to stand by the goal for academic rigor for all students and keep this unique population of students moving forward.

Tyjeski, at the request of the President, announced the board may move into closed session following the regular meeting in accordance with State Statute Section 19.85 (1)(c) to discuss the employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; specifically to discuss the events surrounding the possible mid-year resignation of an employee. The meeting will reconvene into open session for the possible transaction of business and adjournment.

Tyjeski moved, Spielman seconded, to adopt the agenda as presented.

The motion was adopted by unanimous vote.

Mr. John Knappell of Baker Tilly Virchow Krause, LLP, reported on the 2010-2011 fiscal audit. He explained that they issued an unqualified audit opinion, which means the records are clean and properly shown. It's the highest level a district can achieve from an audit. Areas of

weakness are segregation of duties and capital asset appraisal report. Areas for improvement are an internal recording system for back dating checks at the end of a fiscal year, discussion of a board investment policy, purchase card approvals, and an internal documentation procedure for technology updates and patches.

There was discussion regarding the fund balance amount and requirements.

Mr. Andrew Sarnow, Director of Business Services, explained that issue with the segregation of duties won't change unless staff are added. He also explained the district is in the process of finding a capital asset appraisal firm, and that there isn't a problem backdating checks as long as the business is aware it is to wrap things up. He explained that an updated credit card purchasing approval process will minimize district risk.

Mr. Steve Vessey, Superintendent, explained that each school will receive a very extensive activity account audit since the most cash that flows through schools is in activity accounts.

Mr. James McKellar, High School Spanish Teacher, presented a request for high school Spanish class students to travel to Chicago, IL for a Spanish immersion field trip on March 16-17, 2012. The trip includes a number of educational activities and 20 students are interested.

There was discussion about the minimum number of students, the classes included, fundraising, and options for students in financial need.

Panzer moved, Tyjeski seconded, to approve the High School Spanish trip to Chicago, IL, from March 16-17, 2012, with no direct cost to the school district.

The motion was adopted by unanimous vote.

Ms. Sandra Garbowicz, Director of Teaching and Learning, reported on the progress teachers and students have made through the experiences and funds available through the i3 Science grant. The grant is primarily for staff development and covers academic standards of inquiry and life and environmental science. The first year of the three-year grant has just been completed and student data is being collected. Year two will focus on Earth and Space and Inquiry and Science note booking along with Understanding by Design.

There was discussion regarding science standards, progression of students who completed similar programs in other States, and being the only district to have a Higher Education partner.

Mr. Vessey acknowledged Ms. Garbowicz for looking how to build capacity in students. She found the grant, wrote it, and found the Higher Education partner. He explained that Higher Education usually don't like districts taking the lead, but Ms. Garbowicz made it happen.

Mr. Paul Buchholz, Coordinator of Buildings and Grounds, presented the Emergency Operations and Crisis Response Plan for Schools for approval. The next piece is the Annex, which is completed after board approval.

Hill moved, Tyjeski seconded, to approve and implement the Emergency Operations and Crisis Response Plan for Schools as presented.

The motion was adopted by unanimous vote.

Ms. Garbowicz requested approval of the new High School courses for the 2012-2013 school year. The courses are AP Music Theory, AP Government and Politics, and Infant & Toddler Development.

Tyjeski moved, Hill seconded, to approve the new High School courses as presented.

The motion was adopted by the following vote: Ayes – Darst, Feuling, Hill, Jorgensen, Panzer, Prieve, Spielman, Tyjeski, and Beal-Loeck. No - None.

Ms. Garbowicz presented the Math Committee’s recommendation to adopt one accelerated path, eliminating honors math.

Spielman moved, Panzer seconded, to adopt the State of Wisconsin Common Core Math Standards, K-12 Accelerated Pathways curriculum scope and sequence, including a menu of high school honors courses. It is the boards’ understanding that a clearly articulated honors curriculum will be brought to the board for adoption and all honors courses will be open to all interested students.

Discussion focused on assurance the course will truly be an honors path, the meaning of articulation, having all classes at high levels not only honors, honor course rigor, challenging all students, changing the name from honors, standards alignment, and the number of course offerings.

The motion was adopted by the following vote: Ayes – Feuling, Hill, Jorgensen, Panzer, Prieve, Spielman, Tyjeski, Beal-Loeck, and Darst. No - None.

Ms. Tonya Broyles-Brouillard, Middle School Principal, reviewed the standards based report card that was implemented at the middle school. Its more organized and reader-friendly and includes the common core standards for language arts and math. It’s a hybrid model right now since it includes letter grades as well.

There was discussion regarding the dual grading system.

Mr. Vessey explained it’s a board decision to change to standards-based grading. A recommendation will be made in the Spring.

There was discussion regarding the transition, parent and student communication and understanding, and the life-skills piece.

Mr. Vessey shared that Gary Spielman will be honored for 20 years of school board service at the State School Board Convention on January 19th. He thanked Gary for his service. He also shared that this is the 3rd consecutive year that ELL students have met AYP and AMAO, advancing in English proficiency.

The board recognized the K-12 music staff for contributing to the success of students performing at the college levels and at the White House. The Jump with Judy assembly for the Lincoln and

Jefferson Elementary Schools after school programs was recently held at the High School. It was a great program.

Mr. Vessey shared that the Generating Greener Future group recently received a \$10,000 donation from United Coop and David Cramer.

Mr. Chad Prieve, Chairperson of the Accountability Committee, reported that the committee met and discussed the Federal Elementary and Secondary School Counseling Grant. They received an update on food service and technology. The next Accountability Committee meeting is scheduled for January 23 at 5:30 p.m.

Ms. Bev Beal-Loeck, Chairperson of the Planning Committee, reported that the committee met and received a presentation from the Friends of Baseball regarding a varsity baseball field lighting project. A final draft of the 2012-13 calendar was discussed. The committee presented the calendar for adoption.

Beal-Loeck moved, Tyjeski seconded, to adopt the 2012-13 calendar as presented.

Mr. Vessey requested to delay the decision so that it can be posted on a future agenda as a report from administration action item.

Ms. Beal-Loeck said that delaying it gives everyone an option to review it further.

Ms. Beal-Loeck shared that the timeline for the feasibility study is progressing. A webpage has been created on the website and a guest column was published in the newspaper. There will be a board workshop on January 9th at 6 p.m. to receive a presentation from Plunkett-Raysich Architects on the feasibility study. The next Planning Committee meeting is scheduled for January 23 at 7:00 p.m.

Panzer moved, Hill seconded, to approve the following resignations: Julie Piltz, Food Service Worker, High School (Resignation effective 12/1/11); Holly Kulka, Special Education Teacher Assistant, Prairie View Elementary School (Resignation effective 12/8/11); and Terriann Strahota, Teacher Assistant, Washington Elementary School (Resignation effective 12/9/11).

The motion was adopted by unanimous vote.

Hill moved, Darst seconded, to approve the following leave of absence requests: Catherine Ernst, Speech & Language Pathologist, Wilson Elementary School (Family Leave 12/2/11-2/27/12); Jennifer Meyers, 2nd Grade Teacher, Washington Elementary School, (Medical Leave 3/15/12-end of 2011-12 school year); Stephanie Miller, 6th Grade Math Teacher, Middle School (Medical Leave 2/9/12-5/2/12); and Katie Schwartz, 5th Grade Teacher, Jefferson Elementary School (Medical Leave 2/9/12-5/29/12).

The motion was adopted by unanimous vote.

Panzer moved, Hill seconded, to approve the following appointments: Robin Heck, Teacher Assistant, Jefferson Elementary School; George Behling, Custodian, High School; Julie Fortune, Teacher Assistant, Washington Elementary School; AJ Helgemoe, Custodian, Lincoln Elementary School; Katie Marquardt, Special Education Teacher Assistant, Prairie View

Elementary School; Gina Zuehlke, 4 yr. Old Kindergarten Teacher, Prairie View Elementary School (LTE–54 days); and Janice Uhrich, Special Education Teacher Assistant, Prairie View Elementary School.

The motion was adopted by the following vote: Ayes – Hill, Jorgensen, Panzer, Prieve, Spielman, Tyjeski, Beal-Loeck, Darst, and Feuling. No - None.

Beal-Loeck moved, Hill seconded, to approve the payment of financial claims (Voucher #21, #22, #23 and #24) for District Credit Card, District Insurance, Net Payroll, Payroll Related Voucher, Payroll Taxes, Trust Advantage, and BDEA (Union Dues) for a total of \$3,226,048.24 (A listing of these vouchers can be found in the Accounts Payable Check Register.)

The motion was adopted by the following vote: Ayes – Jorgensen, Panzer, Prieve, Spielman, Tyjeski, Beal-Loeck, Darst, Feuling, and Hill. No - None.

Tyjeski moved, Spielman seconded, the board move into closed session in accordance with State Statute Section 19.85 (1)(c) to discuss the employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; specifically to discuss the events surrounding the possible mid-year resignation of an employee. The meeting will reconvene into open session for the possible transaction of business and adjournment.

The motion was adopted by the following vote: Ayes – Panzer, Prieve, Spielman, Tyjeski, Beal-Loeck, Darst, Feuling, Hill, and Jorgensen. No - None.

During the closed session, the events surrounding a possible mid-year employee resignation were discussed.

Prieve moved, Spielman seconded, to reconvene into open session.

The motion was adopted by unanimous vote.

Spielman moved, Tyjeski seconded, to approve the mid-year resignation of Kathy Hoeffler.

The motion was adopted by unanimous vote.

Spielman moved, Beal-Loeck, seconded, to adjourn the meeting.

The motion was adopted by unanimous vote and the meeting was adjourned at 9:20 p.m.

/s/
Marge Jorgensen, President

/s/
Joanne Tyjeski, Clerk