

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

November 19, 2007

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 7:00 p.m. by President Mark Kirst. Board members present were: Bev Beal-Loeck, Kathie Berkvam, Nate Dassler, Jean Hill, Marge Jorgensen, Mark Killingsworth, Mark Kirst, Laurie Propst, and Dave Uttech. Absent: None.

President Mr. Kirst led in the Pledge of Allegiance.

Ms. Jorgensen requested to amend the minutes of the October 22, 2007 meeting to correct the spelling of her last name on page 9 and to let the record reflect the “Naye” vote of Ms. Berkvam and herself on the 1.0 FTE Maintenance Position motion. The motion still passes by a majority vote.

Propst moved, Uttech seconded, to adopt the amended minutes of the regular meeting on October 22, 2007, and the minutes of the special meetings on October 24, and November 1, November 8, and November 13, 2007 as presented.

The motion was adopted by unanimous vote.

Mr. Kirst welcomed visitors.

There were no requests from members of the public to participate in the public comment session.

Propst, at the request of the President, announced the board may move into closed session following the regular meeting in accordance with State Statute 19.85 (1) (c) to discuss the status of support staff and teacher negotiations, and the employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. The meeting will reconvene into open session for the possible transaction of business and adjournment.

Propst moved, Uttech seconded, to adopt the agenda as presented.

The motion was adopted by unanimous vote.

Mr. Patrick Lutz, School-to-Work Coordinator, presented information on School-to-Work initiatives being undertaken by the district’s vocational education cluster. He shared the 16 Career Clusters and the process for the development of Student Career Portfolios. The goal of the program is for students to work with their counselors to have a completed portfolio upon graduation from high school.

Mr. Rich Brouillard, Middle School Principal, and Mr. Steve Vessey, Middle School Assistant Principal, gave a presentation focused on the outcome achievements and challenges faced within the current schedule at the Middle School. They reported on trends in student socio-economics,

student population and enrollment, staffing and space implications. Comparative data from 06-07 to 07-08 was shared. Attendance rates remain constant and unexcused absences have dropped due to a new process of absence verifications. With the new schedule, students are enrolled in more classes which has increased the number of A & D grades; however there are fewer F grades. Every student who isn't succeeding has an Individual Intervention Plan, which focuses on relationships, interventions, and instruction. Mr. Brouillard said that many staff members worked hard on these initiatives and he thanked the board for their support.

Ms. Jorgensen commented that the enthusiasm is evident. She is impressed and expressed her thanks to them.

Mr. Brouillard and Mr. Vessey answered questions regarding grades, the Individualized Intervention Plans, consistency in assessments, and poverty rates.

Ms. Berkvam said she is impressed with the persistence of certain staff.

Ms. Hill congratulated them and said their work is very exciting.

Questions were raised regarding grading practices and research concerning zero grading.

Dr. Don Childs, Superintendent, said that students should be required to complete assignments and that credit should not be given until an acceptable product is completed.

Mr. Vessey said to remember that interventions deal with people. Each person is different and the intervention will depend on their needs. Need to make sure the student's academic capability and progress is being graded and that the math used in grading is accurate.

Ms. Jorgensen commented that poverty levels need to be considered at all schools in the district. Some of the school supply lists are very specific and the costs associated with some of the supplies needs to be reviewed overall.

Mr. Brouillard added that poverty levels also need to be considered with field trips and athletic teams.

Mr. Vessey said a group of sixth grade teachers have discussed standardizing a set of school supplies so that all students start with the same set of supplies. Wal-Mart has also been generous in donating leftover school supplies to the district. School supplies should not be a barrier for underprivileged students.

Dr. Childs presented the first quarter Monitoring Report tracking the district's progress with the Board of Educations' Ends Policies. The report focused on baseline data from which the target goals are derived. A variety of measures were utilized including state assessments, criterion-referenced diagnostic and trend assessments. Also included were common, standards-based, and teacher-made assessments to assess both group and individual proficiency. A common guaranteed viable curriculum is critical to attain goals, which includes developing common assessments. There isn't any good baseline data in terms of how students are performing in other areas than what the state tests provide. There aren't any assessments in critical thinking and problem-solving, technology proficiency at different levels, and measuring life-long learning pre-requisites. Metrics need to be developed around citizenship and life skills. The Search

Institute Research Survey will be administered this year with the assistance of a local organization. The results of the survey will provide measurable data.

Questions were asked regarding the SAGE goal.

Dr. Childs provided an overview of the Student Achievement Guarantee Education (SAGE) program, which provides funding to allow classrooms to have a teacher to student ratio of 15 to 1. He explained that the goal for students in SAGE classrooms is the same as students in non-SAGE classrooms and that analysis is tracked as a sub-group.

Mr. Jeff Rehberg, Prairie View Elementary School Principal, shared that there are different goal areas identified for different grade levels.

A comment was made regarding the difference between Measure of Academic Progress (MAP) and WKCE testing and that students score less than what WKCE leads to believe. A question was also asked as to the review of the MAP testing data.

Dr. Childs said the data is less reliable at the High School level. The district is reviewing other assessments for High School students. The advantage to MAP testing is that data is received immediately. MAPs tests are administered in the Fall and Spring and provide a common assessment. The state test is an accountability measure, not necessarily to be used as a progress measure. The MAP data is reviewed by administrators and Building Collaboration Teams and used systematically.

Ms. Jorgensen expressed her interest in the portion on life skills and realizes there isn't a good way to measure it right now. She also likes that Charter School is teaching students how to manage personal finances and said it is important to continue. She shared that she reviewed the high school course booklet and discovered that students can earn a ½ credit for participation in the PaLs program.

Mr. Don Patnode, High School Principal, explained that this credit falls under community service.

Dr. Childs added that this speaks to the citizenship ends policy.

It was asked if all staff will eventually be trained in analysis of this data.

Dr. Childs shared that it is a continuous and unfolding learning process and will be used as a model for new sources of data.

Ms. Jorgensen expressed her appreciation for the monitoring report and said it is a great start.

Dr. Childs shared that the next report will include data from the formative stage. He commended the principals for their hard work in providing information for the report.

Mr. Kirst expressed interest in analysis training.

Dr. Childs will conduct a workshop to provide training to all board members.

A question was asked regarding the timing of the research survey and if there is any previous data to review.

Dr. Childs shared that the survey will probably be conducted in February and it will be completed by all schools in Dodge County. It is unlikely that there is any previous data to use as a reference.

Dr. Childs requested direction if adequate progress is being made and if the district is in compliance with the Ends Policies.

Jorgensen moved, Hill seconded, to accept the first quarter Monitoring Report and verify it is in compliance with the reporting expectations of the board of education.

The motion was approved by the following vote: *Ayes* – Beal-Loeck, Berkvam, Dassler, Hill, Jorgensen, Killingsworth, Kirst, Propst, and Uttech. *Nayes* – None.

Mr. Kirst announced the filing dates for school board member incumbents and candidates, as well as primary and election dates. The first date for candidates to file papers is December 1st, the deadline to file non-candidacy papers is December 21st, and the deadline to file candidacy papers is January 2nd. The Spring Primary will be held on February 19th, if necessary, and the Spring Election will be held on April 1st.

Ms. Jorgensen, Chairperson of the Beaver Dam Education Association (BDEA) Negotiations Committee, stated there is a tentative agreement with the BDEA. The BDEA is presenting agreement to their membership for ratification.

Ms. Berkvam, Chairperson of the Beaver Dam Support Staff Association (BDSSA) Negotiations Committee, stated that both parties are getting closer on an agreement.

Mr. Killingsworth, Chairperson of the Administrative Compensation Committee, presented a recommendation for 2007-08 administrative compensation at an increase of 4.32%. The committee will continue to an on-going review of administrator benefits.

Killingsworth moved, Uttech seconded, to approve a 2007-08 salary increase for administrators of 4.32%.

A question was asked if the increase was for both salary and benefits.

Mr. Killingsworth said the percentage represents a complete package.

The motion was approved by the following vote: *Ayes* – Berkvam, Dassler, Hill, Jorgensen, Killingsworth, Kirst, Propst, Uttech, and Beal-Loeck,. *Nayes* – None.

There were no resignations.

Dr. Childs shared that Mr. Jim Orlenko, Director of Human Resources, has requested retirement effective January 18, 2008.

Hill moved, Jorgensen seconded, to approve the retirement of James Orlenko, Director of Human Resources, effective January 18, 2008.

The motion was adopted by unanimous vote.

Dr. Childs thanked Mr. Orlenko for his years of dedicated service to the district and congratulated him on his retirement.

There were no leave of absence requests.

There were no appointments.

Policy 171 – Regular Board Meetings was presented for revision and discussion. A suggestion was made to change the start time of the regular monthly board meetings to 6:30 p.m.

It was asked if a specific start time needs to be stated in the policy.

Dr. Childs said it is recommended to keep policies broad.

Mr. Kirst said the specific time could be eliminated.

The specific time will be eliminated and it will state that board meetings will be held on the third Monday of each month.

The first reading requirement of the policy was waived.

Propst moved, Killingsworth seconded, to approve revising board policy 171 – Regular Board Meetings to eliminate a specific start time.

The motion was adopted by unanimous vote.

Board policies 345.5 – Graduation Requirements and 345.5-Rule – Graduation Requirement Guidelines were presented for revision and discussion. The issues center around the number of credits required for graduation and early graduation in light of the change in the High School schedule.

Mr. Kirst said he would be more comfortable with input from High School staff.

Ms. Jorgensen said that with going to block schedule, the credit requirements could be reinstated to 24 and gradually increase in the amount. A disservice has been done by decreasing the number of credits. The policy needs to be proactive.

Mr. Killingsworth asked if the administration could provide a recommendation next month.

Mr. Patnode said he prefers the staff to have time to provide input and time to properly review the information. A recommendation will be presented in January.

The following board policy was presented for first reading:

- a. 541.11 – Buildings and Grounds Maintenance Worker (Job Description)

Hill moved, Propst seconded, to approve to waive the first reading and adopt the revisions to board policy 541.11 – Buildings and Grounds Maintenance Worker (Job Description).

A question was asked as to who is currently delivering supplies and mail to schools. It was commented that if this position is responsible for deliveries, it is an expensive delivery service.

Dr. Childs explained that the supervisor is currently performing deliveries.

Ms. Jorgensen commented that salaried staff should perform deliveries rather than expensive hourly staff.

Mr. Kirst said that maintenance staff are required to make deliveries from time to time and that it is faster than other methods.

It was asked what alternatives are available.

Ms. Berkvam suggested that lesser paid staff should perform deliveries.

Ms. Jorgensen said this duty should be performed by a salaried person who isn't going to be paid overtime to do this. She asked how often maintenance staff perform deliveries.

Dr. Childs said the mail is delivered once a day.

Mr. Kirst asked Paul Buchholz, Buildings and Grounds Coordinator, to provide some detail.

Mr. Buchholz clarified that the school mail is delivered by a Food Service staff member. Maintenance staff deliver custodial supplies, move furniture, etc. During the summer, Maintenance staff deliver school mail on a reduced schedule.

Ms. Jorgensen thanked him for the information.

The motion was adopted by unanimous vote.

Dr. Childs presented a proposal for exempt staff compensation of 4.32% for 2007-2008.

Killingsworth moved, Uttech seconded, to approve salary increases for exempt staff of 4.32% for 2007-2008.

The motion was approved by the following vote: *Ayes* – Dassler, Hill, Jorgensen, Killingsworth, Kirst, Propst, Uttech, Beal-Loeck, and Berkvam. *Nays* – None.

Uttech moved, Dassler seconded, to approve the payment of financial claims (Voucher #8 and #9, Net Payroll, Net Payroll-Co-curricular, Payroll Related Voucher, Payroll Taxes, WI Retirement, WI Retirement-Adjustment, WI Retirement-Admin. Annuity, Credit Card, and Insurance) for a total of \$2,590,381.33 (A listing of these vouchers can be found in the Accounts Payable Check Register.)

The motion was approved by the following vote: *Ayes* – Hill, Jorgensen, Killingsworth, Kirst, Propst, Uttech, Beal-Loeck, Berkvam, and Dassler. *Nayes* – None.

Propst moved, Hill seconded, to move into closed session.

The motion was approved by the following vote: *Ayes* – Jorgensen, Killingsworth, Kirst Propst, Uttech, Beal-Loeck, Berkvam, Dassler, and Hill. *Nayes* – None.

During the closed session, discussion was held regarding negotiations. No action was taken during closed session.

Uttech moved, Killingsworth seconded, to reconvene into open session for transaction of business and adjournment.

The motion was adopted by unanimous vote.

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

The motion was adopted by unanimous vote.

The meeting was adjourned at 9:02 p.m.

(Mark Kirst)

President

(Mark Killingsworth)

Clerk