

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

February 18, 2008

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 Mark Kirst. Board members present were: Bev Beal-Loeck, Kathie Berkvam, Nate Dassler, Jean Hill, Marge Jorgensen, Mark Killingsworth, Mark Kirst, and Laurie Propst. Absent: Dave Uttech.

President Mr. Kirst led in the Pledge of Allegiance.

Jorgensen moved, Propst seconded, to adopt the minutes of the regular meeting on January 21, 2008, and the minutes of the special meetings on January 28, January 29, January 30, February 4, February 8, February 13, and February 14, 2008 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.

Killingsworth, 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 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, Killingsworth seconded, to adopt the agenda as presented.

The motion was adopted by unanimous vote.

Dr. Don Childs, Superintendent, reported that the proposal to increase the number of graduation credits presented at the last regular monthly board meeting has been revised to comply with a State statute which prohibits an increase in graduation requirements for students already in the school under a lower requirement. Increased requirements beyond 24 credits will be contingent upon development of a plan that accommodates such increases in existing space, is affordable, and includes a requirement for a distribution of electives among the requirements. Such a recommendation may come to the board as early as November, 2008.

Propst moved, Jorgensen seconded, to adopt the proposal increasing the required credits for graduation from the current 22 to 24 credits, beginning with the Class of 2011, the current freshman class. Increased requirements beyond 24 credits will be contingent upon development of a plan that accommodates such increases in existing space, is affordable, and includes a requirement for a distribution of electives among the requirements.

The motion was adopted by unanimous vote.

Dr. Childs shared a proposal from the Human Growth and Development Committee to move curriculum to the 9th grade beginning in fall, 2008, which is in compliance with the recommendations of the advisory committee. The content of the curriculum is in compliance with human growth and development state law and regulations. However, the district is currently out of compliance since statutes require an advisory committee of faculty, administration and parents to advise the board on the content and delivery of this sensitive, required subject.

Questions were asked regarding additional staffing requirements and expense.

Dr. Childs explained that summer school classes will be offered to alleviate the number of classes to be taught during the regular school year; although, depending on summer school enrollment, an additional teacher might be needed during the transitional first year.

Clarification was asked regarding the proposed motion not including offering the course as an elective to 11th and 12th grade students.

Dr. Childs explained the committee's recommendation is only to move the course to 9th grade.

Propst moved, Hill seconded, to approve the proposed move of the Human Growth and Development curriculum to the 9th grade, in compliance with the recommendations of the advisory committee, beginning in fall, 2008.

Questions were asked regarding the Wilderness Wellness summer school course, including if it will still be considered a health requirement for 9th grade students, if it will still be offered, and if the content and objectives of the course meet the new requirements.

Dr. Childs explained that the course will not be considered for 9th grade students. The intent is for the Wilderness course to remain as an elective.

Mr. Don Patnode, High School Principal, shared that the High School Health Teacher has committed to teaching the course during summer school to students who have not met the requirement. Students who do not complete it during summer school will fulfill the requirement over the next couple of school years. The course is still offered and it is considered either an elective or a health requirement. A portion of the course includes classroom instruction on health.

Dr. Childs added that the course meets part of the requirements for health education, however it doesn't meet the required human growth and development component.

The motion was adopted by unanimous vote.

Mr. Andrew Sarnow, Director of Business Services, presented information regarding the January 2008 membership count. The January count is important because it reflects the amount the district receives for state aid. The count slightly decreased since September, which can be attributed to a transient population.

Mr. Sarnow presented preliminary information regarding the status of the 2008-09 budget. He provided revenue limit information from 2007-08 and projections for 2008-09. A number of items are unknown at this time and the budget will be updated as information becomes available. He shared conservative enrollment and staffing estimates, along with estimated revenue limits and expenditures.

Clarification was requested regarding an increase in bussing expenses.

Mr. Sarnow explained that it was not increased or included in the budget. He shared that transportation expenses increase by approximately 3.5% each year, which will be approximately \$35,000 next year. With staffing representing approximately 85% of district expenditures, his intent was to provide a snapshot of salaries from one year to the next.

Questions were asked regarding funding \$1.5M for Other Post Employment Benefits (OPEB).

Mr. Sarnow shared that it is not included in the budget. The current payment method, including an increase, was used in the budget.

The comment was made that there is a serious problem since the budget does not include \$1.5M for retirement benefits in addition to the maintenance issues.

An additional comment was made that the goal is to fund \$1.5M for OPEB, but less can be funded. It was also clarified that the study provided a projection and that the goal should be to fund as close to the \$1.5M as possible.

Mr. Sarnow explained that by establishing the Fund 73 and using the current method with an additional 5% will satisfy the Department of Public Instruction's requirement to obtain the categorical aid reimbursement. A decision will need to be made as to what the district can afford to fund and the other issues that need to be addressed now rather than in the future. He suggested pre-funding as much as possible.

Dr. Childs presented the second Ends Policies Monitoring Report. The report focused on answering formative questions as to if there are any indications that instructional and curricular changes are affecting academic achievement, citizenship, life skills, and if available measures indicate any growth. He shared information regarding the testing data used in the report.

The question was raised as to why the national median score was given and the Beaver Dam mean.

Dr. Childs explained that they are both measures of central tendency and, since Beaver Dam has only seven elementary schools, the median score may not be very reliable. The national median score is virtually the same as the mean, since it includes a much larger population.

He shared the assessments and information used to determine progress at the Charter School, High School, and Middle School. There have been a decrease in the number of D and F grades at the Middle School and a decline in the number and percentage of High School students ineligible to participate in athletics due to grades. The data and activities used to determine growth in citizenship and life skills were reviewed.

It was asked that if by disaggregating information by sub-populations it is a way to help design interventions in those populations where there are gaps. It was commented that the report indicates that there is very little that has changed for gifted and talented options. A request was made to see disaggregated data on gifted and talented students.

Dr. Childs confirmed that disaggregated data is used to address areas where gaps exist. He said that gifted and talented data will be shared in future monitoring reports.

An explanation was requested for the decreasing number of D and F grades by grade level at the Middle School.

Dr. Childs shared the number of D and F grades earned are not necessarily number of students, since some students may have earned more than one D or F grade.

Clarification was asked regarding if the percentage and numbers are based on students or classes.

Dr. Childs explained that the percentage represents actual students who earned D and F grades. He added that the number is the percent of students, not percent of classes. The data shows a steady decline from 2004-05 to 2007-08 in the percentage of D and F grades given in classes for which grades can be earned.

It was noted that the grades are disaggregated by gender and free/reduced lunch status. It was requested that the information be disaggregated by attendance.

Dr. Childs said the information is available. The Middle School data reconfirms that the gap is widest between special needs and regular education students. Special needs students comprise less than 18% of the student population, however they earn almost 40% of the D and F grades. Other disaggregations are also worthy of attention. Approximately one-third of district students are in poverty and receive slightly over one-half of the failing grades. This information is representative for the entire district, not only at the Middle School.

It was asked what special needs includes and the percentage of students in special needs.

Dr. Childs explained that special needs includes students who are learning disabled, emotionally and behaviorally disordered, it includes the autism range of disorders, other health disorders such as mental illness, and it includes mildly cognitively disabled. The severely cognitively disabled are not included in this data. The percentage of special needs students district-wide is approximately 16-17%. In addition, the district's poverty rate is approximately 39% district-wide, with two schools over 50% each.

A comment was made regarding the intervention plans at the Middle School and the progress for students with plans. It appears to be a terrific way to eliminate D and F grades and get students on track for increased learning.

It was noted that 80% of the students received A or B grades.

Dr. Childs addressed the subject of grade inflation. He explained that MAP and WKCE testing also provide accountability and comparisons between groups. In addition, while there have been staff changes, they haven't been dramatic and teachers don't typically change their standards of

grading from one year to the next. More conclusive grade information will be available once the MAP and WKCE data is available for review.

A request was made to include all of the students on intervention plans.

Dr. Childs said that more information on intervention plans will be included in the third monitoring report.

An explanation of an intervention plan was requested.

Dr. Childs asked Mr. Steve Vessey, Interim Director of Human Resources and former Middle School Assistant Principal, to provide an explanation. Mr. Vessey explained the process and how students who need to be placed on a plan are identified. Many staff members are involved in the process. The key to the plan is to gather the data necessary to make the student successful.

It was clarified that the request was to know what a plan might be, not the process.

Mr. Vessey explained that intervention plans include an organization component, parent involvement, and the needs of the individual student.

It was asked what is done to provide organizational skills and who does the organizational skills and parent contact. It was also asked how many students have plans.

Mr. Vessey shared that they can not assume the student has organization skills. They create a system that works for the student and move them through a program. Each person on the team takes a responsibility. The process is labor intensive, but the staff does a great job. The preliminary organization is the responsibility of the guidance counselors and then team leaders.

Dr. Childs added that the student is worked with one-on-one at Saturday school. Interventions are targeted and tailored towards individual students and their needs and deficiencies.

Mr. Vessey said that they continue to revisit plans with students as the student's needs change. Students need to be prepared for high school and the Middle School needs to ensure the students have the skills they need when they leave the Middle School. There are approximately 50 students on intervention plans. The information is documented electronically and can move with student as they go to another building, so the new building can see exactly what has been done.

Clarification was asked if the D and F grades were only from academic classes and how the final percentage was calculated. It was also asked if each student has the opportunity to receive 7 grades.

Mr. Vessey said the grades are from all classes. He concluded that the percentage of students was calculated using grades from the core classes.

The comment was made that there are two separate percentages. One is the percentage of students and the other is the percentage of failing grades.

Mr. Vessey confirmed that one percentage is students and one is total percentage of grades. Each student is provided with the opportunity to receive 7 grades.

It was asked if the total enrollment at Charter School is 65 students.

Dr. Childs said the total enrollment is approximately 97 students, which includes night class enrollment. The day class enrollment is 65 students.

An explanation was requested regarding the radical drop in habitual truancy at the High School. It was asked if this is a result of the block schedule.

Dr. Childs shared that truancy counts truant as missing a single class period. By moving to the block schedule, the number of opportunities for a student to be truant has been reduced by half. The block schedule reduces the frequency and number of opportunities for a student to be truant.

Jorgensen moved, Beal-Loeck seconded, to accept the second quarterly 2007-08 ends policies monitoring report and approve it as making adequate progress.

Propst requested a roll call vote.

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

Ms. Jorgensen, Chairperson of the Beaver Dam Education Association (BDEA) Negotiations Committee, stated there is nothing to report.

Ms. Berkvam, Chairperson of the Beaver Dam Support Staff Association (BDSSA) Negotiations Committee, stated there is nothing to report.

Mr. Killingsworth, Chairperson of the Administrative Compensation Committee, stated the committee is working on a recommendation to present at the next regular monthly board meeting.

Propst moved, Killingsworth seconded, to approve the following resignations/retirements:

- a. Kimberly Braun – Art Teacher (Resignation effective end of the 2007-08 school year)
- b. Suzanne Johnson – School Library Media Assistant – Lincoln Elementary School (Retirement effective end of 2007-2008 school year)
- c. Kimberly Castaneda – Educational Interpreter - Prairie View Elementary School (Resignation effective 2/6/08)
- d. Jocelyn Sell – CDB Teacher Assistant – Middle School (Resignation effective 2/8/08)
- e. Confidential Retirement Request (Colleen Sommer – Kindergarten Teacher – Wilson Elementary School – Retirement effective end of the 2007-08 school year)
- f. Mark Schweitzer – Social Studies Teacher – Middle School (Retirement effective end of the 2007-08 school year)

The motion was adopted by unanimous vote.

There were no leave of absence requests.

Killingsworth moved, Jorgensen seconded, to approve the following appointments:

- a. Josh Barnes – Special Education Teacher - Middle School (BA, Step 1, LTE – 90 days)

- b. Ann Krupecki – Food Service Worker – Trenton Elementary School
- c. Tonia Van Asten – Educational Interpreter - Prairie View Elementary School

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

Propst moved, Dassler seconded, to issue final notices of non-renewal to the following limited term employees:

- a. Julie Leisses – Grade 7 Skill Teacher – Middle School (BA+10, Step 6) (50% FTE) (LTE – 189 days)
- b. Bethany Nill – Grade 5 Teacher – Washington Elementary School (BA, Step 1) (LTE – 189 days)
- c. Brianna Bedessem – Art Teacher – High School/Elementary/Charter School (BA, Step 1) (LTE – 189 days)
- d. Wendy Loss – Alcohol, Tobacco, and Other Drugs (ATOD) Coordinator (MA, Step 11) (50% FTE, LTE – 189 days)
- e. Jonathan Rickert – Math Teacher – High School (BA, Step 3) (LTE – 189 Days)
- f. Kati Heiman – Kindergarten Teacher – Washington Elementary School (BA, Step 1) (LTE – 189 days)
- g. Mary Reddie – German Teacher – Middle School (BA, Step 1) (LTE – 73 days)
- h. Thea Frank – Eighth Grade Computer Science Teacher – Middle School (BA, Step 1) (LTE – 61 days)
- i. Shelly Ehlenbeck – Grade 4 Teacher – Prairie View Elementary School (BA, Step1) (LTE – 62 days)
- j. Mary Sidney Neuman – Early Childhood Teacher – Prairie View Elementary School (BA+45, Step 6) (LTE – 113 days)
- k. Joshua Barnes – EEN Teacher – Middle School (BA, Step 1) (LTE – 81 days)

It was asked what will happen with the Alcohol, Tobacco, and Other Drug Program Coordinator position.

Mr. Vessey explained that the position is dependent on grant funding.

It was asked if other positions are similar.

Mr. Vessey said that is unknown. He shared that limited term employees do not have a right to a continuing contract and they need to interview for the position they currently have.

The motion was adopted by unanimous vote.

Jorgensen moved, Beal-Loeck seconded, to renew teacher contracts for the 2008-2009 school year.

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

Revisions to the following board policy were presented for first reading:

- a. Policy 672 – Purchasing

- b. Policy 672-Rule – Purchasing Procedures
- c. Policy 672.1 – Bidding and Quotation Requirements
- d. Policy 672.1-Rule – Guidelines for Preparing Bid Specifications
- e. Policy 673 – Payment Procedures
- f. Policy 673-Rule - Payment Procedures and Guidelines

Mr. Sarnow explained the policies were revised to provide consistent language between the policies.

Clarification was asked regarding the rule for Policy 673 that \$1,000 was added as an identification policy for depreciation purposes since there currently was no policy provision.

Mr. Sarnow confirmed that was added and explained that tagged equipment will be depreciated based on that dollar amount.

Killingsworth moved, Propst seconded, to approve the payment of financial claims (Voucher #17, #18, #19, and #20 Net Payroll, Payroll Related Voucher, Payroll Taxes, Credit Card, Insurance, and Sporting Event Checks) for a total of \$2,590,997.31 (A listing of these vouchers can be found in the Accounts Payable Check Register.)

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

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

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

During the closed session, discussion was held regarding administrative post-retirement benefits, personnel issues, BDEA bargaining issues, and the superintendency. No action was taken during closed session.

Berkvam moved, Propst seconded, to reconvene into open session for transaction of business and adjournment.

The motion was adopted by unanimous vote.

Killingsworth moved, Dassler seconded, to adjourn the meeting.

The motion was adopted by unanimous vote and the meeting was adjourned at 9:04 p.m.

/s/
Mark Kirst, President

/s/
Mark Killingsworth, Clerk