

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

July 16, 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 Kirst, Laurie Propst, and Dave Uttech. Members absent: Mark Killingsworth.

President Mark Kirst led in the Pledge of Allegiance.

Mark Killingsworth arrived at 7:02 p.m.

Propst moved, Uttech seconded, to adopt the minutes of the regular meeting on June 18, 2007 as presented.

The motion was adopted by unanimous vote.

President Mark Kirst welcomed visitors.

Dr. Don Childs, Superintendent, thanked the board for their expression of sympathy in the death of his stepson.

Dr. Childs informed the board that the 2007-2010 Tech Plan was approved by the DPI. Approval of the Plan allows the district to be eligible for grants and e-rate funding.

Mark Kirst shared that he was invited by Gene Kroupa & Associates to participate in a research focus group. He is unable to attend and extended the invitation any interested and available individual board member.

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 personnel matters and negotiations. The meeting will reconvene into open session for the possible transaction of business and adjournment.

Dr. Childs requested to amend the agenda to postpone Item 11.4 a – Adopt a Budget for Publication and 11.4 b – Time and Place for Public Hearing, until the August board meeting. Propst moved, Beal-Loeck seconded, to adopt the agenda as amended.

The motion was adopted by unanimous vote.

Don Patnode, High School Principal, presented an update on the progress of the High School Block Schedule. The DPI has granted a no-cost extension for the Smaller Learning Community Grant. He shared that there are a number of teachers who are currently receiving training and participating in staff development sessions. Teaching loads will be at full assignment with some partials, and with no increase in the teaching staff. He reviewed the goals of the High School Daily Advisory Program and explained the format and content of the advisory period.

Steve Vessey, Middle School Assistant Principal, presented an update on the progress of the 8-period schedule. He shared that the 2005-06 schedule has been implemented using information gathered from staff regarding basic scheduling issues that needed to be incorporated into the schedule. Students signed up for more electives in 8th grade and they will also have a study hall, however, no students have two study halls. Class sizes are at 24 students or less in 93% of core classes. The 2.0 FTE staff requirement was maintained and all 6th assignments were eliminated for all teachers except for half six assignments. He explained that course content for 7th grade non-music students does not exist and has to be developed. A number of teachers expressed an interest in creating content for a skills course. A skills course, not a study skills course, will be implemented to enhance the current 7th grade curriculum, it is not new curriculum. A group of teachers will use testing and formative assessment data to write the curriculum.

There was discussion regarding the issue of new curriculum and that all new courses are to be presented to the board for action.

The replacement of the course content is an enhancement of current state curriculum and is not new curriculum. It addresses concerns and issues raised by faculty who are writing curriculum and it meets the educational needs of students.

Propst moved, Killingsworth seconded, to approve the skills course for the Middle School schedule beginning with the 2007-08 school year.

There was discussion regarding the item not being specifically listed on the agenda for action and compliance with open meetings law.

The item is part of Item 9.2 – Middle School Schedule Update. In the past, the board has taken action on items that were presented as part of another agenda item and it is permissible to take action on this item. This curriculum is aligned with state standards and is used in the context it was used in 2005-06 in regards to wheel courses. Action can be taken to allow the Middle School staff to move forward with lesson design not curriculum design.

There was discussion regarding the description of curriculum, timelines, options, and working together to provide the best educational opportunities for students.

President, Mark Kirst, ruled that the board can act on the motion.

Propst called the question.

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

Dr. Childs presented an update on the 2007-08 proposed budget along with an updated budget timeline. With current budget projections, reductions are not necessary. He shared a summary of the 2006-07 budget and explained there is a \$1.1M cash surplus, which can be attributed to careful management. The independent audit will be completed at the end of July and the findings will be presented when available.

Dr. Childs presented a proposal to contract with A&A Fire and Security, Inc. to upgrade the fire and security alarm systems at the High School, Jefferson, Lincoln, Prairie View, South Beaver Dam, Trenton, and Wilson Elementary Schools.

Killingsworth moved, Beal-Loeck seconded, to approve a contract with A&A Fire and Security Inc. of Green Bay in an amount not to exceed \$107,237.64 for purposes of upgrading fire alarm systems to meet new code requirements at the high school, South Beaver Dam, Trenton and Jefferson and for purposes of new or modified entry/exit security systems for Jefferson, Lincoln, Prairie View, Trenton, South Beaver Dam and Wilson.

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

Dr. Childs provided an update on the status of the fiber network and phone system upgrade. Issues have come up during the preliminary process, which require additional research. The current phone contract has been renewed until March of 2008 and the cost of the core phone system is included in the 2007-08 budget. The fiber optic network can be funded from the 2006-07 fund balance. A proposal will be presented when the final costs and details are available.

Dr. Childs provide an overview of the findings and implications of the Other Post-Employment Benefits (OPEB) Actuarial Study completed by Key Concepts. He shared options to consider which would reduce the liability and meet the needs of the district. An OPEB specialist will meet with the board to explain all available options. Action is required before December 31, 2007.

Marge Jorgensen, Chairperson of the BDEA Negotiations Committee, reported the committee is schedule for a bargaining session on July 17th.

Kathie Berkvam, Chairperson of the BDSSA Negotiations Committee, reported the committee is scheduled for a bargaining session on July 18th. They have discussed restoration of the 2 hour layoff, however nothing has been settled.

The Administrative Compensation Committee did not meet

Dr. Childs shared information regarding the designation of funds in the Fund Balance account. Currently, funds in the account are undesignated, leaving them exposed. By designating all or major portions of the fund balance account for specific purposes, short-term borrowing can be maximized and, therefore, the interest it can earn over and above the interest to repay it. He presented a resolution to establish a balance sheet account to designate the funds.

Propst moved, Jorgensen seconded, to adopt the following resolution and append said resolution to the official minutes of this meeting: “A Resolution Authorizing Establishing a Balance Sheet account 932 000 entitled Unreserved-Designated Fund Balance effective July 1, 2007; WHEREAS, for the past three audits (2004-2005-2006) the District audit firm of Virchow Krause and Company has made the following recommendation, and, WHEREAS, they recommend that the District adopt a policy designating a portion of their fund balance for emergencies/contingencies and working capital, therefore, Be it resolved, that the Board of Education approve establishing Balance Sheet account 932 000 entitled Unreserved-Designated Fund Balance effective July 1, 2007.

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

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

- a. Jesse Peters – 5th Grade Teacher – Washington Elementary School (Resignation effective end of 2006-07 school year)
- b. Danica Smith – Art Teacher – Middle School (Resignation effective end of 2006-07 school year)

The motion was adopted by unanimous vote.

There were no leave of absence requests.

Uttech moved, Beal-Loeck seconded, to approve the following appointments:

- a. Dawn Karel – Grade 3 Teacher – Wilson Elementary School (BA, Step 1)
- b. Jeanette Mueller – Night Custodian – High School
- c. Jesse Peters – Charter School Principal and At-Risk Coordinator
- d. Heather Smith – ELL Teacher – High School (MA, Step 5)
- e. Debra Lins – Assistant Principal – High School
- f. Paul Loebel – Technology Education Teacher – High School (BA+10, Step 2)
- g. Karen Karl – Science 9 Teacher – High School (BA, Step 1)
- h. Craig Panich–Biology Teacher–High School(BA+30, Step 6)
- i. Erica Schwantes – Physical Education Teacher–Elementary Schools (BA, Step 2)
- j. Matt Koslowski – Chemistry/Biology Teacher – High School (BA+10, Step 3)

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

Dr. Childs welcomed Jesse Peters, Charter School Principal, and Debra Lins, High School Assistant Principal.

Kathie Berkvam suggested discussing Policy 760.1 and Policy 760.1-Rule first.

Mark Kirst said the policies will be discussed in the order as listed.

New Policy 221.1 – Administrator Residence was presented for adoption.

Concerns with the policy were discussed regarding date of initial employment, limitations the policy may impose on potential candidates, and requirements for interim positions. The policy was revised to provide a residency exception for interim positions, revise “initial employment by the district” to “employment, in the above named positions, by the district.”

Berkvam moved, Dassler seconded, to adopt Policy 221.1 – Administrator Residence as revised.

The motion was adopted by a voice vote, with three dissenting votes.

Revisions to Policy 672.1 – Bidding and Quotation Requirements were presented for adoption.

Berkvam moved, Propst seconded, to adopt Policy 672.1 – Bidding and Quotation Requirements as presented.

The motion was adopted by unanimous vote.

Revisions to Policy 760.1 – Automated Lunch Accounting System were presented for adoption.

Propst moved, Hill seconded, to adopt Policy 760.1 – Automated Lunch Accounting System as presented.

The motion was adopted by unanimous vote.

Revisions to Policy 760.1-Rule – Automated Lunch Accounting System Procedures were presented for adoption. An additional revision was made to change “peanut butter and jelly sandwich” to “an alternative sandwich.”

Berkvam moved, Hill seconded, to adopt Policy 760.1-Rule – Automated Lunch Accounting System Procedures as revised.

The motion was adopted by unanimous vote.

Propst moved, Jorgensen seconded, to approve renewal of the 2007-2008 National School Boards Association (NSBA) Membership in the amount of \$3,700.00.

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

Uttech moved, Dassler, seconded, to approve the payment of financial claims (Voucher #24 and #1, Net Payroll, Payroll Related Voucher, Payroll Taxes, WI Retirement, WI Retirement-Admin. Annuity, Credit Card, and Insurance.) for a total of \$2,839,903.15 (A listing of these vouchers can be found in the Accounts Payable Check Register.)

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

Propst moved, Beal-Loeck seconded, to move into closed session.

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

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

Killingsworth moved, Beal-Loeck seconded, to reconvene to open session for transaction of business and adjournment.

The motion was adopted by unanimous vote.

The district received a letter from a community member expressing concerns over safety issues at graduation and the length of the ceremony. There was discussion regarding the number of

scholarships, which have increased over the years, and addressing the issue of presenting all of them during graduation ceremony.

Dr. Childs explained that the safety exits were not blocked and the seating was approved by the Fire Marshall. He also shared the High School will be reviewing the possibility of beginning a scholarship awards ceremony separate from graduation. A recommendation will be presented to the board when necessary.

Mark Kirst shared a thank you note from the family of Barb Ludtke for the memorial contributed in her name to the Beaver Dam Scholarship Foundation.

Killingsworth moved, Uttech seconded, to adjourn the meeting.

The motion was adopted by unanimous vote.

The meeting was adjourned at 9:46 p.m.

(Mark Kirst)

President

(Mark Killingsworth)

Clerk