

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

September 17, 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, and Laurie Propst. Members absent: Dave Uttech. Dave Uttech arrived at 8:27 p.m.

President Mark Kirst led in the Pledge of Allegiance.

Propst moved, Jorgensen seconded, to adopt the minutes of the regular meeting on August 20, 2007, and special meetings on August 23 and September 4, 2007 as presented.

The motion was adopted by unanimous vote.

Mr. Kirst welcomed visitors and the television audience. He explained there was an audio glitch during last month's board meeting and apologized for the lack of audio.

Public Comment: Jan Shumaker shared information on a public relations campaign by the Beaver Dam Education Association (BDEA).

Kathy Warns, High School Study Hall Supervisor, explained that the large number of students in study hall has been difficult to manage. She urged the board to consider hiring an additional Study Hall Supervisor.

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 superintendent position, a grievance recommendation, 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.

Mr. Kirst shared a letter the board received regarding a picture published in the yearbook of someone wearing an inappropriate t-shirt. He stated there is a dress code policy that prohibits wearing inappropriate clothing. He shared his concern that the letter wasn't signed citing fear of repercussions. He thanked the letter writer for bringing it to the board and district's attention and urged people to sign letters so the board can follow up with them individually.

Dr. Donald Childs, Superintendent, shared that the agenda may need to be amended to postpone the report on Other Post-Employment Benefits since the representative from Key Benefit Concepts was not yet present.

Propst moved, Hill seconded, to adopt the agenda as amended if necessary.

The motion was adopted by unanimous vote.

Dr. Childs introduced Mr. Ed McLiney of McLiney & Associates, to present information on the Qualified Zone Academy Bond (QZAB). Mr. McLiney explained the benefits of QZABs and the savings the lower interest rate allows.

Questions were asked about the amount of available funding and the qualification requirements.

Dr. Childs explained that more funding was available through LaSalle Bank than through the Wisconsin Land Trust, as previously presented to the board.

Mr. McLiney explained that qualification is based on the district's Free and Reduced Lunch participation percentage and the percentage of public/private partnership. He shared that Wisconsin has historically received a low amount of funding and not until recently have rural school districts begun receiving funding.

Killingsworth moved, Dassler seconded, to approve to enter a Base Lease in the amount of \$1,046,000 and a Governmental Lease Purchase with LaSalle Bank National Association, Chicago, Illinois, as presented under the terms of the Qualified Zone Academy interest rate subsidy and pre-approved for eligibility by the Wisconsin Department of Public Instruction.

A question was asked about the land lease.

Mr. McLiney explained that the land and the school itself are used as collateral for the loan.

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

Dr. Childs reported that the new agreement with Johnson Bus Company reflects a 3% increase. He shared that is a reasonable increase and it may well not be in excess of the 2005-06 amount in terms of actual dollars.

Killingsworth moved, Hill seconded, to approve the proposed 3-year contract with Johnson School Bus Service, Inc. effective August 1, 2007 and reflecting a rate increase of 3% over the 2006-07 contract.

It was asked if the increase in public transportation funding when the state budget is settled will offset the increase.

Dr. Childs confirmed that it will.

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

Dr. Childs expressed the district's pride in the students who qualified to receive awards at the National FFA Convention in Indianapolis, IN. The Convention is from October 24th-27th. The students attending are state competition winners and will depart on October 23rd.

Jorgensen moved, Beal-Loeck seconded, for the Board approve the out-of-state trip for FFA students to the organization's national convention October 23-27, 2007 in Indianapolis, IN.

Ms. Propst requested to add that if there are any travel alerts, as per board policy, the trip will be cancelled.

The motion was adopted by unanimous approved.

Dr. Childs shared that student and staff accomplishments will be shared in his weekly letter to the board. They will also be posted on the district website and local cable access Channel 7.

Dr. Childs introduced Ms. Linda Mont, a representative of Key Benefits, Inc. She provided an overview of the district's post-retirement obligations and options. She shared which benefits were included in the study and gave a brief explanation of each. She answered questions regarding the reason the sick leave benefit for administrators is not in the study, a recommendation presentation, and Other Post Employment District Liability actual cost.

The administrator sick leave benefit is on the financial statement under another classification and it is not an Other Post Employment Benefit (OPEB). Key Benefits does not present a recommendation they only provide options once a district decides what they want to do. The Other Post Employment District Liability cost is not actual cost, it is budgeted. The normal cost is what is being earned in calendar year and is not related to what's being paid out.

Ms. Mont shared that this is a large amount of information to understand and encouraged board members to contact her with questions. She thanked the board for their time and distributed a supplemental guide to provide additional information.

Mr. Kirst shared that, per new board policy, the October regular board meeting has moved to the fourth Monday, October 22nd, due to budget deadlines.

Ms. Jorgensen, Chairperson of the BDEA Negotiations Committee, stated there was nothing to report. The next large group meeting is scheduled for September 19th.

Ms. Berkvam, Chairperson of the BDSSA Negotiations Committee, stated there was nothing to report.

Mr. Killingsworth, Chairperson of the Administrative Compensation Committee, shared the Committee has met, but there is nothing to report at this time.

There were no retirements or resignations.

There were no leave of absence requests.

Propst moved, Hill seconded, to approve the following appointments:

- a. Alicia Stofflet – Food Service Worker – Middle School
- b. Jonathan Rickert – Math Teacher – High School (BA, Step 3) (LTE – 189 Days)
- c. Robert Nill – Tutor – Charter School
- d. Kati Heiman – Kindergarten Teacher – Washington Elementary School (BA, Step 1) (LTE – 189 days)

- e. Catherine Ernst – Speech/Language Therapist – District (MA, Step 4)
- f. Sheila Kouse – Special Education Teacher Assistant – Washington Elementary School
- g. Sanjuanita Vargas – Teacher Assistant – Trenton Elementary School
- h. Jill Weinberger – Teacher Assistant – Jefferson Elementary School
- i. Anne Clark – Teacher Assistant – Prairie View Elementary School
- j. Wendy Frey – Elementary Food Server – Washington Elementary School
- k. Deborah Janz – Tutor – Charter School
- l. Valerie White – Teacher Assistant – Washington Elementary School
- m. Heather Austin – Special Education Teacher Assistant – Prairie View and Jefferson Elementary Schools
- n. Mary Reddie – German Teacher – Middle School (BA, Step 1) (LTE – 73 days)

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

Mr. James Orlenko, Director of Human Resources, presented a request to approve six new positions, which include five Teacher Assistants and one Maintenance position. The enrollment in the Middle School Vocal Music Program has increased, creating a need for a Teacher Assistant. The Vocal Music Teacher Assistant position was eliminated 2 years ago and it is necessary to reinstate the position. The large number of students in study halls at the High School has created a need for an additional High School Study Hall Supervisor. There is a need for three Elementary Teacher Assistants to provide support to students with severe special needs. The three positions may not need to be filled, but approval of the positions is still being requested. The Maintenance position was eliminated 2 years ago and there is a need to reinstate the position to support various maintenance projects.

Ms. Jorgensen requested to approve each position individually.

It was asked if the Elementary Teacher Assistants are related to special education, if the only alternative is to have a one-on-one aide, if there is a plan for the student as they progress through the district each year, and how issues with difficult students are addressed.

The students in need of assistance are currently not special education students, but could possibly be referred for special education services. The student requiring a one-on-one aide has transferred from one elementary school to another, where the staffing isn't the same. The student needs support without decreasing support for other students. If this student is found to be in need of special education services, a plan will be developed.

Dr. Childs explained law mandates that a special education referral evaluation needs to take place. He shared pictures from a classroom after one of the students disrupted the class.

The question was asked as to where the teacher and other staff were during this disruption.

Dr. Childs shared they were clearing other students from the room and the teacher returned to the room to try to calm down the disruptive student.

A comment was made that these issues need to be addressed with parents and the child needs to be protected from that kind of behavior.

Additional comments were made that other children and staff need to be protected as well.

It was asked if any special training is required for the Elementary Teacher Assistant position.

Special training is not required and the exact requirements of the position will be explained to the candidate.

Ms. Berkvam requested this position be voted on separately.

Berkvam moved, Jorgensen seconded, to approve hiring of three Elementary Teacher Assistants.

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

The need for additional staff at the High School was questioned since the block schedule was not supposed to require any additional positions.

Mr. Kirst said he attended the High School Parent Advisory meeting and asked Don Patnode to share information regarding the block schedule and the new position.

Mr. Patnode explained that the memo of understanding stated there would be no loss of or additional teaching staff. The positions at the High School have decreased by 2.0 full-time equivalent (FTE). He explained that as the schedule was worked through, the number of students in study halls was underestimated. The guidance counselors are encouraging students to take elective courses that currently have openings.

Concern was expressed that the distinction was not made between teaching and support staff and now there is an increase in staff.

Dr. Childs explained that staffing will be decreased by 1.5 FTE instead of 2.0 FTE and the district held to intent and spirit of the memo of understanding and is within the right to request the additional position.

A remark was made that nothing will go perfect when going through a major schedule change and the additional position is necessary.

Displeasure was expressed with the board being put in this position. The board was promised that there would be no staff increases and now there are no other options.

A comment was made as to how the district has exceeded staffing if the High School has currently decreased positions by 2.0 FTE and are requesting to add just over a .5 FTE position. The position is necessary and the district has not exceeded the number of positions that administration said they would hold to.

It was asked which positions have been decreased by 2.0 FTE.

It is a combination of positions that are absorbed into the schedule change, such as partial FTEs across all the departments to create a 2.0 FTE. There is one less FTE in the English area and that position moved to the Middle School. There have been combinations in other areas, which is the

flow of staffing each year. It is not specific to a full-time position since it is a combination of positions that equate to the 2.0 FTE.

A remark was made that there shouldn't have been a guarantee that there would be no new positions.

Dr. Childs said he understands the concern and how it may be perceived by the community. The issue of the bottom line of staffing in any building is the cost. At the time when he said there would be no increase in staffing, administration was saying is that there wouldn't be an increase in the amount of staffing costs as a result of the block schedule. Administration has kept to that commitment.

Propst called the question.

Propst moved, Hill seconded, to approve the High School Study Hall Supervisor position.

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

Berkvam moved, Jorgensen seconded, to approve the Vocal Music Teacher Assistant position at the Middle School.

A statement was made that this position should have never eliminated two years ago and it is important for the Middle School Music Teacher to have an accompanist for the chorus.

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

It was questioned if the recent overtime paid in response to the grounds conditions is the reason for adding the maintenance position.

It was part of the issue. The district is at a point where there is enough work for an additional position, which will reduce or eliminate the need for overtime for the other maintenance workers. The savings in overtime will help fund the position. The department will be more efficient by having three staff members to complete the work rather than two having to put in overtime.

The question was asked as to how the district can justify paying salary for a new position when the amount paid for overtime recently wasn't near the cost of a new position.

Even though the amount of overtime is less right now, there are issues throughout the year when there is a limited number of maintenance staff and they have to fill in for custodial absences.

A comment was made that when enrollment increases or students with special needs need services, the need for additional staff is understandable. But there aren't anymore grounds or buildings to take care of. Other than situational items that require overtime, there is no change or reason for another position. If the overtime is less than a new position, then the district should continue as is.

It was suggested to table the request for the position and provide data for the position at a later date. It has been a fairly quick timeline for presenting the request. Data will be provided so an informed decision can be made rather than a decision lacking data. There is more overtime involved than the amount recently reported. As systems and buildings age, they require more maintenance work.

The remark was made that this a good idea because any decision made now would be made based on incomplete information. If administration can provide information and show there is a need for the position, the board is certainly open.

It was clarified that this position is a general maintenance position and the person would not be assigned to a specific area or duty.

It was questioned if the \$50,000 salary for this position includes benefits and what the actual salary would be.

The salary includes benefits and the actual salary would be approximately \$30,000.

A request was made to include the salary and benefits information in the data.

Jorgensen moved, Berkvam seconded, to table the Maintenance position.

Dr. Childs, as a point of parliamentary order, asked if it would be appropriate for the tabling to be to a time specific because, if not, then someone who votes for it or who made the motion has to move to take it off the table in order to actively consider it again.

The information could be available for the next regular board meeting.

Mr. Kirst asked Ms. Jorgensen if she would like to amend the motion.

Ms. Jorgensen declined to amend the motion.

Mr. Kirst clarified her intent to leave the motion as proposed.

Ms. Jorgensen confirmed that she wants the motion to stay as is.

Mr. Kirst explained that a yes vote would table the position indefinitely and a no vote would not table the position.

Dr. Childs added that a no vote allows discussion to continue and a vote can be made to table it to a specific time or address it now.

The question was raised as to how the position comes back if it is tabled indefinitely.

Dr. Childs explained that someone who votes in favor of the motion has to be the person to bring it back and remove it from the table for consideration.

Ms. Jorgensen requested to amend the motion to table the position for up to two months. Berkvam seconded the amended motion.

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

Ms. Berkvam presented a request to reconsider Board Policy 221.1 – Administrator Residence. She proposed separating the original policy into three residency requirement policies for the Superintendent, High School Principal, and High School Associate Principal positions. The language of the original policy was changed to add the specific name of the position and that the person shall reside in the district within one year from their first day of employment with the district. She requested to discuss and vote on each policy proposal separately.

Berkvam moved, Jorgensen seconded, to adopt the residency requirement policy for the Superintendent position.

The board discussed varying viewpoints and concerns of the superintendent residency requirement, including the superintendent’s commitment to the community and influence with the board.

Mark Killingsworth asked if he could call the question.

Mark Kirst said he could.

Concern was expressed with ending the discussion and not allowing board members the opportunity to continue to speak.

Ms. Propst shared that when she presented her request to rescind the policy, she specifically exempted the position of Superintendent of Schools. She had asked to address only the position of the High School Principal and what was a misnomer in the verbiage of the Athletic Director.

Discussion continued around superintendent and board obligations and accountability.

The motion failed by the following vote: *Ayes* – Propst, Berkvam, Dassler, and Jorgensen. *Nayes* – Killingsworth, Kirst, Uttech, Beal-Loeck, and Hill.

Berkvam moved, Jorgensen seconded, to adopt a residency requirement policy for the High School Principal position.

The board discussed varying viewpoints and concerns of the High School Principal residency requirement.

The motion failed by the following vote: *Ayes* –Berkvam, Dassler, and Jorgensen. *Nayes* – Kirst, Propst, Uttech, Beal-Loeck, Hill, and Killingsworth.

Berkvam moved to adopt a residency requirement policy for the High School Assistant Principals positions. Propst seconded the motion for discussion purposes.

The motion failed by the following vote: *Ayes* –Berkvam. *Nayes* – Kirst, Propst, Uttech, Beal-Loeck, Dassler, Hill, Jorgensen, and Killingsworth.

Uttech moved, Beal-Loeck, seconded, to approve the payment of financial claims (Voucher #4 and #5, Net Payroll, Payroll Related Voucher, Payroll Taxes, WI Retirement, WI Retirement-Admin. Annuity, Credit Card, and Insurance) for a total of \$3,036,772.65 (A listing of these vouchers can be found in the Accounts Payable Check Register.)

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

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

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

During the closed session, discussion was held regarding negotiations, the superintendent position, and a grievance recommendation. No action was taken during closed session.

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

The motion was adopted by unanimous vote.

Hill Moved, Propst seconded to adopt the Grievance Committee’s recommendation.

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

Beal-Loeck moved, Jorgensen seconded to select search firms to interview to conduct a superintendent search.

The motion was adopted by unanimous vote.

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

The motion was adopted by unanimous vote.

The meeting was adjourned at 10:25 p.m.

(Mark Kirst)

President

(Mark Killingsworth)

Clerk