

WEST BEND JOINT SCHOOL DISTRICT NO. 1
Education Service Center
735 South Main Street
West Bend WI 53095

REGULAR BOARD OF EDUCATION MEETING

August 14, 2017

A regular meeting of the Board of Education of West Bend Joint School District No. 1 was called, noticed, and held in the manner required by the School Board and pertinent Wisconsin Statutes on Monday, August 14, 2017 in the Education Service Center Board Room located at 735 South Main Street, West Bend 53095.

Members present: Tiffany Larson, Nancy Justman, Tim Stellmacher, Joel Ongert, Ken Schmidt and Monte Schmiede. Tonnie Schmidt participated via Google hangout.

Board President Tiffany Larson called the meeting to order at 6:34 p.m.

Following the Pledge of Allegiance, Mr. Schmiede made a motion to amend the agenda by moving the Ratification of Contract for the Assistant Superintendent of Human Resources & Operations from the consent agenda to the first item under 'Action', seconded by Mr. Schmidt. Upon roll call vote, all board members voted 'aye'. Motion carried 7-0.

Superintendent's Report – In the absence of Mr. Olson, Laura Jackson, Asst. Superintendent of Teaching and Learning, reported on the following: welcomed 42 new teachers to the district today and provided them with a community tour hosted by Sharon Kailas, Director of Pupil Services. They also met district administrators and their mentors, along with some school board members. Mrs. Jackson also highlighted the August 21 community presentation of the communications audit, which was completed in January.

Board President's Report – Tiffany Larson updated the community on the Board-to-School Liaison program and thanked board members for their participation. She also explained the process used for the evaluation of the Superintendent which is aligned to continuous improvement and accountability. Quarterly reviews will be completed followed by a summative evaluation.

Committee Reports:

Curriculum (8/9) - The committee reviewed the charter for their committee, as well as the annual at-risk plan and annual curriculum plan for the district.

Curriculum (8/14) – The committee reviewed and discussed new courses being proposed for the high school, as well as revisions to existing courses.

Policy (8/14) – The committee reviewed policy 151, Formulation of Policies, deletion of policy 151.1 (due to its incorporation into policy 151), policy 151.5 Suspension of Policies, 187 Public Participation at Board Meetings and discussed the following policies to be further reviewed by committee members: 171.1 Public Notice of Board Meetings, 172 Special Board Meetings and new board policy 173 Closed Sessions.

Facilities (8/14): The committee reviewed the charter for the Facilities Committee and reviewed the plan for studying the Jackson Elementary and High School facilities.

Public Participation: The public was provided the opportunity to address the Board on any item. No comments or questions were advanced.

Moved by Mr. Ongert, seconded by Mrs. Justman, to approve the following consent agenda:

- i. Minutes of the July 20, 2017 special board meeting and July 24, 2017 regular board meeting
- ii. Disbursements Posted to August 14 totaling \$3,741,784.37
- iii. Ratification of Contracts
- iv. Resignations

Motion carried 7-0.

Ratification of Administrator Contract – Mrs. Jackson indicated that all administrator contracts are issued as *Administrator as Assigned* which allows the Board some flexibility. Mrs. Jackson recommended that the contract for Russell Holbrook, Assistant Superintendent of Human Resources & Operations, be issued for a term of 2 years. Mr. Schmiede made a motion to amend Mr. Holbrook's contract to a two-year contract, seconded by Mr. Schmidt. Mr. Ongert indicated that he heard of this proposed change today and wasn't comfortable issuing a two-year contract at a high rate of pay. Mr. Schmiede indicated that the information received by the Board for their August 2nd closed session meeting was inaccurate.

Mr. Ongert made a motion to commit this to an executive session meeting of the board to be scheduled as soon as possible. Motion failed due to lack of a second.

A roll call vote was then taken on the original motion to amend Mr. Holbrook's contract to a 2-year contract, with all members voting 'aye', with the exception of Mr. Ongert who voted 'no.' Motion carried 6-1.

Mr. Schmiede then made a motion to approve a 2-year contract for Russell Holbrook, seconded by Mr. Schmidt. Upon roll call vote, all members voted 'aye', with the exception of Mr. Ongert who voted 'no.' Motion carried 6-1.

Appointment of High School Principals – Mr. Ongert made a motion to approve the appointment of Darci VanAdestine as East High School principal and Ralph Schlass as West High School principal and ratification of their employment contracts, seconded by Mrs. Justman. Mr. Schmidt indicated that he would be voting 'no' to this motion based on the process for appointment, not the individual's qualifications. Upon roll call vote: Ongert-yes, Schmiede-no, Justman-yes, Larson-yes, T. Schmidt-yes, Stellmacher-yes, K. Schmidt-no. Motion carried 5-2.

Formation of Advisory Committee to Review Facilities – Mrs. Justman made a motion to approve the creation of a citizens committee to analyze possible solutions and make a recommendation to the Board of Education for addressing the aging Jackson Elementary School and East/West High School facility, seconded by Mr. Ongert. Upon roll call vote, all members voted 'aye'. Motion carried 7-0.

District At-Risk Plan – Mrs. Jackson explained that an annual at-risk plan is required to be approved annually by the Board, which meets the needs of students identified at risk of graduating. Mrs. Justman made a motion to approve the district's annual at-risk plan, seconded by Mr. Stellmacher. Upon roll call vote, all members voted 'aye'. Motion carried 7-0.

District Curriculum Plan – Mrs. Justman made a motion to approve the district's annual curriculum plan, seconded by Mr. Stellmacher. Motion carried 7-0.

New Course Proposals and Course Revisions – Mrs. Jackson provided information on the new high school course proposals, as well as revisions to two courses. Mr. Schmiede asked that separate motions be made (division of question) on each of the additions/revisions, seconded by Mr. Schmidt. Upon roll call vote, Ongert-no, Schmiede-yes, Justman-no, Larson-yes, T. Schmidt-no, Stellmacher-yes, K. Schmidt-yes. Motion carried 4-3.

Mrs. Justman made a motion to approve the revision to the AP Music Theory course beginning with the 2018-19 school year, seconded by Mrs. Larson. Upon roll call vote, all members voted 'aye'. Motion carried 7-0.

Mrs. Justman made a motion to approve the revision to the Advanced Manufacturing course beginning with the 2018-19 school year, seconded by Mr. Stellmacher. Upon roll call vote, all members voted 'aye'. Motion carried 7-0.

Mrs. Justman made a motion to approval the Personal Financial Literacy course as a graduation requirement for the class of 2021 and all subsequent graduating classes, seconded by Mr. Stellmacher. Upon roll call vote, all members voted 'aye'. Motion carried 7-0. This change in graduation requirements will force a change in policy which will be taken to the Policy Committee of the Board.

Mrs. Justman made a motion to approve the addition of Adventure Education II, pending additional course development, seconded by Mr. Stellmacher. Upon roll call vote, all members voted 'aye'. Motion carried 7-0.

Study of Education Service Center (ESC) administrator structure – Mr. Ongert indicated his desire to have a study completed on the administrator structure at the ESC due, in part, by the number of resignations since May. He also expressed the need for the superintendent to articulate his vision for the staffing structure at the ESC, which would include roles and responsibilities, job titles and salary. Mr. Schmidt questioned the timeline for completion of the study since it would require a lot of work. Mr. Ongert made a motion to direct Superintendent Olson to conduct a full staffing analysis and review of all administrator positions, as well as Executive Assistant to the Superintendent and Communications Manager, within the ESC offices to include, but not be limited to: title, job description, current salary, fair market analysis, wage study information, and a full organizational chart that shows direct and dotted line reports. This report will include an up-to-date West Bend School District Organizational Structure Chart. This report will be provided to the full board during a work session no later than November 30, 2017. Motion was seconded by Mrs. Schmidt. Upon roll call vote: Ongert-yes, Schmiedege-no, Justman-yes, Larson-yes, T. Schmidt-yes, Stellmacher-yes, K. Schmidt-no. Motion carried 5-2.

Introduction – Russ Holbrook was introduced to the Board and community as the Assistant Superintendent of Human Resources & Operations as of August 7, 2017.

Board Meeting Calendar: August 21 community presentation on the district's communications audit, August 23 staff opening in-service, August 28 and September 11 regular board meeting with committee meetings, and September 25 annual meeting of electors.

Items for follow-up and communication: none advanced.

At 8:20 p.m., Mr. Ongert made a motion to adjourn, seconded by Mrs. Justman. Motion carried 7-0.

Respectfully submitted,

Tonnie Schmidt
Clerk