

Phillips Board of Education Regular Board Meeting

Monday, April 15, 2013
6:00 PM

Phillips Middle School IMC
365 Highway 100
Phillips, Wisconsin

Our Vision:

Preparing for Tomorrow

Our Mission:

To inspire and empower all students to reach their greatest potential.

Our Goals:

- Review and assess educational opportunities annually throughout the District that enables each student to achieve their greatest academic and social growth.
 - Develop annual objectives and plans that will promote safety and security.
- To create added awareness of the District by implementing or expanding communication strategies that involve family and community members throughout the District.

School District of Phillips Regular Board Meeting Agenda			
I.	Call to Order	Baratka	
II.	Motion to convene into executive session at the conclusion of open session: A. Pursuant to 19.85(1)(g) Wisc. Stat. for purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice. B. Pursuant to 19.85(1)(c) Wisc. Stat. for purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. <ul style="list-style-type: none"> • Employment Compensation 	Baratka	
III.	The Board may reconvene into open session pursuant to 19.85(2), Wisc. Stats., to act on motions made during the executive session and to begin open session meeting at 6:30 pm	Baratka	
IV.	Call to Order (Pledge of Allegiance)	Baratka	
V.	Roll Call of Board Members	Baratka	
VI.	Review of Compliance of Open Meeting Law	Baratka	
VII.	Public Participation Forum - Where members of the public will be allowed to make brief presentations to the board on items of interest to the school district. No action will be taken on items presented.	Baratka	
VIII.	Oath of Office for Elected Board Members	Rodewald	
IX.	Administrative Reports and Committee Reports A. Introduction of Legal Counsel Steve Weld B. Title I Administrator of the Year Award – Dale Houdek C. Principal Report 1. PHS/PhMS Student of the Month D. Student Liaison Report E. Superintendent Report 1. Medford Legislative Session and State Budget Update 2. State Initiative Update F. Finance Report 1. Monthly Report of Revenues & Expenditures 2. Membership Audit 3. Health Insurance G. Superintendent Search Update	Leipart Leipart Hoogland Larson Leipart Theder Baratka	55 PDF
X.	Items for Discussion and Possible Action A. Response to April 2 Referendum Results and April 10 Finance Meeting B. Set Board Organizational Meeting on or Before May 22, 2013	Leipart Baratka	56

	<p>C. Distribution of Diplomas at Graduation on May 24, 2013</p> <p>D. Food Service Prices for 2013-2014</p> <p>E. Change in Staff Development Calendar to Include August Inservice Dates</p>	<p>Baratka Theder Leipart</p>	<p>57-58 59</p>
XI.	<p>Consent Items</p> <p>A. Approval of Minutes from March 13 and 18, 2013 Special and Regular Board Meetings</p> <p>B. Approval of Personnel Report – Hiring, Recruitment, Resignation/ Retirement</p> <p>C. Approval of Bills</p>	<p>Baratka</p>	<p>60-64 65</p>
XII.	<p>Items for Next Board</p>	<p>Baratka</p>	
XIII.	<p>Motion to convene into executive session at the conclusion of the open session pursuant to 19.85(1)(c), Wis. Stats., for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.</p> <ul style="list-style-type: none"> • Preliminary Consideration of Nonrenewal for Layoff Purposes 	<p>Barakta</p>	
XIV.	<p>The Board may reconvene into open session pursuant to 19.85(2), Wisc. Stats., if necessary, to act on motions made during the executive session.</p>	<p>Baratka</p>	
XV.	<p>Adjourn</p>	<p>Baratka</p>	

**SCHOOL DISTRICT OF PHILLIPS BOARD OF EDUCATION
TOPIC SUMMARY SHEET**

MEETING DATE: April 15, 2013

TOPIC: Superintendent Report

Medford Legislative Session

This year the format was changed to encourage a focused discussion on the details of 5 issues: School funding/revenue limits, vouchers, student information systems, district preparedness in technology, and educator effectiveness. Government officials were receptive to district needs and recognized the challenges we face. I had the opportunity to speak about educator effectiveness. Our discussion appears to be leading to the development of a rural schools legislative committee.

Our best guess for a state budget is the middle of June. We believe there may be movement on the per pupil adjustment; however the timing of the state budget and the need to make certain local decisions this month, we need to plan as if there is no increase.

State Initiative Update

Phillips needs to be prepared to address integrating Common Cores into the curriculum next year. Response to Intervention will need to identify research based intervention strategies prior to December 2013. A referral to special education cannot happen without identifying the strategy used to determine the individual student's educational needs. Finally educator effectiveness will have to work on student learning objectives (SLO's). It will be in the best interest of the District for the board to work on strategic planning that will then guide building level goals that can be shared with each grade or department level teams. Next month we will look at WKCE results. These results should be a part of our strategic planning.

District Activities

May 4 was the Gold Collar Career Symposium. Over 120 parents and students participated. We had 7 local manufacturers represented.

May 10 I testified at the Joint Finance Committee hearing in Wisconsin Dells. I was able to share Phillips' story regarding funding.

May 11 we hosted a regional Band Festival. Our high school band received the highest scores they have received in a number of years.

Upcoming Events

May 1 CESA12 Conference

May 7 Talent Show and mural unveiling

May 24 Graduation **Who will be participating?**

**SCHOOL DISTRICT OF PHILLIPS BOARD OF EDUCATION
TOPIC SUMMARY SHEET**

MEETING DATE: April 15, 2013

TOPIC: Response to referendum results

BACKGROUND: I know that there has been much discussion regarding the amount requested in the referendum and how much should be reduced from the budget.

Items to consider:

1. We have always responded to enrollment and course requests. Although it seems like we shouldn't make reductions in core instruction, some level of reductions is merely an enrollment response. In fact when we recommended a \$650,000 referendum, we planned to make approximately \$150,000 in reductions to reach a balanced budget.
2. Not all reductions will be popular. The elephant in the room is athletics. No one wants to eliminate opportunities; however we do need to accept that we are a small school district. By doing nothing we pit programs against one another and create animosity between students, parents and coaches.
3. Review reduction recommendations from the April 10th Board Meeting.

BUDGET/FISCAL IMPACT: Reduce expenditures to attain a balanced budget.

POLICY IMPACT: Ideas for increasing revenue will have to be reviewed to determine policy impact.

AGENDA CATEGORY:

- Policy/Issues
- Monitoring Data
- Consent Agenda
- Other

PROPOSED MOTION:

Approve \$600,000 - \$650,000 of the reduction list to include all non-teaching recommendations, summer school, and seasonal employees. Approve layoffs in the amount to not exceed \$650,000.

RATIONALE: Provide a sustainable budget for 2013-14.

CONTACT: Wally Leipart **PHONE:** 715-339-2141, ext. 2001 **E-MAIL:** wleipart@phillips.k12.wi.us

**SCHOOL DISTRICT OF PHILLIPS BOARD OF EDUCATION
TOPIC SUMMARY SHEET**

MEETING DATE: April 15, 2013

TOPIC: Food Service Pricing for 2013-2014

BACKGROUND: Equity in School Lunch Pricing. The USDA Healthy Hunger Free Kids Act of 2010 requires school food authorities (SFA's) participating in the National School Lunch Program to determine their average price for paid student lunches, and gradually increase prices if necessary. The average paid student lunch price is determined by calculating the difference between the free and the paid lunch reimbursement rates for the previous school year. DPI has set the required average paid lunch price at \$2.59 for the 2012-13 school year. The School District of Phillips average paid lunch price for school year 2012-13 was \$2.49. Therefore, we are required to adjust our average paid price for the 2013-14 school year.

SY 2012-13 Weighed Average Price			
Monthly # of Paid Lunches	Paid Lunch Price	Monthly Revenue	SY 2012-13 Weighted Average Price
1,895	\$ 2.25	\$ 4,263.75	
1,148	\$ 2.50	\$ 2,870.00	
1,271	\$ 2.85	\$ 3,622.35	
4,314		\$ 10,756.00	\$ 2.49

*Note: SY 2012-13 Weighted Average Price equal to or above **\$2.59 are compliant for SY 2013-14.** \$2.59 is the difference between the Free and Paid reimbursement rates for SY 2012-13.*

2013-14 Pricing Estimation Calculator			
Monthly # of Paid Lunches	Paid Lunch Price	Monthly Revenue	Weighted Average Price
1,895	\$ 2.35	\$ 4,453.25	
1,148	\$ 2.50	\$ 2,870.00	
1,271	\$ 2.85	\$ 3,622.35	
4,314		\$10,945.6	\$ 2.54

DPI allows for a maximum increase per year of 10 cents. Our recommendation is to increase the 4K – 5 lunch price by 10 cents and leave all other prices the same for 2013-14.

Category	2012-13 Meal Price	2012-13 Meal Price
Lunch		
4K – 5	\$2.25	\$2.35
6 – 8	\$2.50	\$2.50
9 – 12	\$2.85	\$2.85
Adult	\$3.85	\$3.85
Reduced	\$0.40	\$0.40
Breakfast		
4K – 5	\$1.30	\$1.30
6 – 8	\$1.55	\$1.55
9 – 12	\$1.80	\$1.80
Adult	\$2.50	\$2.50
Reduced	\$0.30	\$0.30

BUDGET/FISCAL IMPACT: Increase in Lunch Prices

POLICY IMPACT: NA

AGENDA CATEGORY:

- Policy/Issues
- Monitoring Data
- Consent Agenda
- Informational

MOTION:

Approve Meal Prices as presented.

RATIONALE: Set meal prices for 2013-14

CONTACT: Wally Leipart **PHONE:** 339-2419 **e-mail:** wleipart@phillips.k12.wi.us

**SCHOOL DISTRICT OF PHILLIPS BOARD OF EDUCATION
TOPIC SUMMARY SHEET**

MEETING DATE: April 15, 2013

TOPIC: Staff Development Inservice

BACKGROUND:

The staff development committee would like to have August 13, 14, and 15 as inservice days. These would be in exchange for the two inservice days during the school year. The third day would be for pay at a rate of \$20.00/hour and paid for from Title II funds. The committee would like for these to be mandatory inservice days and believe that there is not a good comparable independent inservice that would cover what they wish to accomplish during these three days.

BUDGET/FISCAL IMPACT: Title II Funds used for Day 3 of inservice

POLICY IMPACT:

AGENDA CATEGORY:

- Policy/Issues
- Monitoring Data
- Consent Agenda
- Other

PROPOSED MOTION:

Approve adjustment to inservice calendar.

CONTACT: Wally Leipart **PHONE:** 715-339-2141, ext. 2001 **E-MAIL:** wleipart@phillips.k12.wi.us

SCHOOL DISTRICT OF PHILLIPS
Board of Education Special Board Meeting Minutes
March 13, 2013 – 5:00 p.m.
Phillips Middle School IMC

- I. Meeting was called to order at 5:20 p.m. by Board President Darin Baratka. Present from the Board of Education were Adolph, Baratka, Marlenga, Pesko, Rodewald and Willett. Also present was Superintendent Leipart. Paul Heidenreich arrived at 6:10 p.m.
- II. Motion (Willett/Pesko) to convene into executive session pursuant to 19.85(1)(c) Wisc. Stat. for purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility to discuss administrative staffing and negotiations. Motion carried 6-0.
- III. Motion (Pesko/Willett) to convene into open session. Motion Carried 6-0.
- IV. Business Services Committee Items
 - A. Regular Board meeting planning - March 18, 2013 Special Board Meeting will convene at 5:00 p.m. and Regular Board Meeting will convene at 6:00 p.m.
 - B. Referendum Planning Update - 3/14/13 Bee Ad, 3/21/13 Flyers will be in the Bee and Zone II, 3/25/13 PASS Committee Meeting @ 3:30 p.m., 3/25/13 School District of Phillips Referendum Public Information Meeting @ 6:00 p.m. PhMS- IMC, 3/26/13 Mailing, 3/28/13 District Phone Messenger Calls
 - C. Salary Schedules - Discussion was held on using the Ripon Guide as a model for our district.
 - D. Other Items - A football meeting with all shareholders will be scheduled. Secretarial Staff will attend a Skyward Employee Management Training. A Pupil Membership Audit will be done by Eagle Audit and Accounting.
 - E. Review bills - will be done by 3/18/13 Board meeting.
- V. Motion (Willett/Heidenreich) to adjourn at 6:30 p.m. Motion Carried 7-0.

Respectfully Submitted,

Wendy Rodewald, Clerk
Board of Education

MINUTES OF REGULAR BOARD OF EDUCATION MEETING
Monday, March 18, 2013

- I. CALL TO ORDER AND ROLL CALL OF BOARD MEMBERS – The regular board meeting of the Phillips Board of Education was called to order by President Baratka at 5:05 pm in the Phillips Middle School IMC. Present: Adolph, Arndt, Baratka, Distin, Heidenreich, Marlenga, Pesko, and Rodewald. Absent: Willett. Also present: Superintendent Leipart and staff.
- II. ANNOUNCEMENT OF EXECUTIVE SESSION –The board will convene into executive session at the conclusion of the open session pursuant to 19.85 (1)(c), Wis. Stats., for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.
 - Administrative Staffing and Negotiations
- III. ANNOUNCEMENT TO RECONVENE - The Board may reconvene into open session pursuant to Wisconsin Statutes Section 19.85(2) to begin the regular board meeting at 6:00 pm.
- IV. MOVE TO EXECUTIVE SESSION – Motion (Distin/Rodewald) to move into executive session as previously announced. Motion carried with roll call vote 8-0.
- V. RETURN TO OPEN SESSION – (Heidenreich/Pesko) to reconvene to open session at 5:50 pm. Motion carried 8-0.
- VI. CALL TO ORDER AND PLEDGE OF ALLEGIANCE – The regular meeting of the Phillips Board of Education was called to order by President Baratka at 6:07 PM in the Phillips Middle School IMC. The Pledge of Allegiance was recited by all in attendance.
- VII. ROLL CALL OF BOARD MEMBERS – Present: Adolph, Arndt, Baratka, Distin, Heidenreich, Marlenga, Pesko, Rodewald, Willett (Arrived 6:10 pm) and student liaison. Also present: Superintendent Leipart, Finance Manager Theder, Principals Hoogland and Houdek, staff, students, community members, and The BEE.
- VIII. REVIEW OF COMPLIANCE OF OPEN MEETING LAW – President Baratka stated that the public notice of the meeting was properly posted according to Wisconsin Statute 19.84(4). Notice was posted at all school-owned buildings, the School District of Phillips website, and The BEE.
- IX. PUBLIC PARTICIPATION FORUM - Nancy Anderson, representative of Partners Advocating 4 Success Students (PASS), read a statement addressing the current referendum for the School District of Phillips and the need for the school funding

system to be changed at the state level in a way that shows the value that Wisconsin historically placed in education.

- X. SPECIAL GUEST - Representative Janet Bewley addressed the board and audience speaking to the challenges of being part of the largest assembly district geographically and having the smallest tax base due to public lands, of living in a time where the trend is toward consolidation of effort in everything from education to health care, and of being a rural community in a biennial budget that favors higher population centers. She encouraged the Board to view their current position as a revenue issue and not a problem with spending. Representative Bewley took questions from both Board and the audience.
- XI. ADMINISTRATIVE REPORTS AND COMMITTEE REPORTS
- A. Principal Report - Colin Hoogland
 - a. PHS Students of the Month are Joshua Daniels and Cassie Freeman. PhMS Students of the Month were not available yet.
 - B. Student Liaison Report – Hannah Larson reported that spring sport practices are getting under way, there have been many positive comments about food service, but concerns about condition of student parking lot this winter with snow and ice.
 - C. Superintendent Report – Wally Leipart
 1. The CESA #12 contract for 2013-2014 will have the same services as last year with the addition of WI statewide transition initiative and early childhood support, and deletion of special education director. Final costs for educator effectiveness are yet to be determined.
 2. With new superintendent, principal, and pupil services director we need to look at mentoring through the first year.
 3. Postings for superintendent have been done locally, through Wisconsin Jobsite, and on the Wisconsin Leadership Network. We are receiving applications and will need to establish interview process, committee and timeline for interviews.
 4. Staffing plans for 2013-14 will be impacted by the results of the referendum. Final decisions regarding staffing must be made prior to May 1st.
 5. The CESA #12 Administrator/Board meeting will be held at Lakewoods Resort in Cable, WI on May 1st.
 6. Superintendent Leipart distributed two position papers from the WASB regarding voucher school information and charter school expansion.
 7. Marawood Conference realignment issue has risen again. They are considering a north, central, and south conference with central schools splitting schedules.
 8. A meeting will be held on March 26th at 6:00 pm in the PhMS IMC to answer final questions from the public regarding referendum issues.
 - D. Finance Report – Leah Theder.

1. Year-to-date expenditures as of February 28, 2013 were \$4,702,396.49 (52.47% of budget) and revenues were \$4,255,377.64 (50.08% of budget). The total cash available was \$2,048,413.17.
- E. Referendum Information Update
1. Meetings were held in each township with the exception of Hackett due to weather related cancellation.
 2. An insert will be placed in the Extra Shopper/The BEE on March 21st. A direct mailing to all parents will go out on March 25th, and we will use School Messenger to send a reminder about the referendum information meeting and reminder on April 1st.
 3. We developed a school finance webpage, fliers, table tents, and information packets.
 4. If the referendum vote does not pass, the board will need to consider making at least \$500,000 in reductions for the next school year and annual reductions of approximately \$200,000 for the 2014-15, 2015-16, 2016-17, and 2017-18 school years. The actual deficit for 2013-14 will be greater than \$500,000.
 5. It is important to establish a plan because spending fund balance has a negative effect on state aid and cannot sustain instruction and programs.
 6. If the April 2 election results in the referendum not being approved, the Board will need to conduct meetings in April to establish a budget plan that will include reductions to the 2013-14 budget. In addition to the regular April meeting, finance meetings could be held on April 11 and 17. The last day to make staffing decisions would be April 23.
- F. The policy committee met on March 13, 2013.
1. Policy #435 Student Transfers has been revised and is ready for first reading.
 2. Policies/Rules #445 and #446 dealing with student interviews, interrogation and searches are ready for second reading.
 3. Salary schedule information was discussed further. The Ripon Area School District Salary and Stipend Guide will be used as a model. The continues to be a work in process and may not be completed until next year. A committee will be formed with teachers to continue working on the salary schedule.
- G. The business services committee met on March 13, 2013. Items discussed included board meeting planning, referendum updates, salary schedule work, football meeting being scheduled with all shareholders, Skyward Employee Management training, and mandatory membership audit scheduled for April 8 with Eagle Audit and Accounting staff.
- H. The business services committee, Jon Pesko, Mark Distin, and Jim Adolph will meet on Monday, April 8th at 2:00 pm in the PHS conference room to review superintendent applications.

XII. CONSENT ITEMS

- 1) Motion (Adolph/Heidenreich) to approve:

- a. Minutes from February 18, 2013 regular and special board meetings
 - b. First readings of policies as presented by policy committee above
 - c. Personnel report hiring Dave Scholz as PES Principal and Vicki Lemke as Director of Pupil Services beginning July 1, 2013.
 - d. CESA #12 service contract for 2013-2014.
 - e. Action Plan for Response to April 2 Referendum Results (see dates above)
 - f. Bills from February 2013 (#334749 – 334890 and wires) for a total of \$577,757.24. Motion carried 9-0.
- 2) Motion (Rodewald/Adolph) to approve second reading of policies as presented by policy committee above. Motion carried 8-1.

XIII. ITEMS FOR NEXT MEETING – The next regular board meeting will be held on April 15, 2013 at 6:00 pm. Items to be included – discussion on weighted GPA for high school.

XIV. ANNOUNCEMENT OF EXECUTIVE SESSION –The board will convene into executive session at the conclusion of the open session pursuant to 19.85 (1)(c), Wis. Stats., for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

- Administrative Plan for 2013-2014
- Staffing Plan for 2013-2014
- Retirement request

XV. ANNOUNCEMENT TO RECONVENE - The Board may reconvene into open session pursuant to Wisconsin Statutes Section 19.85(2), if necessary, to act on motions made during the executive session.

XVI. MOVE TO EXECUTIVE SESSION – Motion (Adolph/Distin) to move into executive session as previously announced. Motion carried with roll call vote 9-0. Open session meeting adjourned at 8:00 p.m.

XVII. RETURN TO OPEN SESSION – (Willett/Arndt) to reconvene to open session. Motion carried 9-0.

XVIII. ADJOURN - Motion (Adolph/Willett) to adjourn meeting at 8:35 pm. Motion carried 9-0.

Respectfully submitted,

Wendy Rodewald, Clerk
Board of Education

**Personnel Report
March 16, 2013 – April 12, 2013**

New Hires/Transfers					
Name/Location Position Description	Category	Position Status	New Salary	Previous Employee Salary	Effective Date
Jodi Podmolik JV Volleyball Coach	PEA	Replace Jodi Wanish	Per Contract	Per Contract	Fall 2013
BJ Bolz Varsity Assistant – Football	PEA	Restructured	Per Contract	Per Contract	Fall 2013
Steve Precour JV Football Coach	PEA	Restructured	Per Contract	Per Contract	Fall 2013

Recruitment				
Position	Position Status	Category	Location	Posting Date
Superintendent	Replace Wally Leipart	District Administration	District	2/27/2013

Retirements – Resignations					
Name	Position	Resignation/ Retirement	Effective Date	Years of Service	Location
Maureen Trojak	District Librarian	Retirement	June 1, 2013	27	All Buildings
Judy Swenson	PES PT Custodian	Retirement	June 28, 2013	21	PES