

Phillips Board of Education Regular Board Meeting

Monday, May 20, 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 (Pledge of Allegiance)	Baratka	
II.	Roll Call of Board Members	Baratka	
III.	Review of Compliance of Open Meeting Law	Baratka	
IV.	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	
V.	Administrative Reports and Committee Reports		
	A. Principal Report		
	1. PHS/PhMS Student of the Month	Hoogland	
	2. Introduce 2013-14 Student Liaison to the School Board		
	3. Phillips Elementary PBIS Student Group Presentation	Houdek	
	4. 2013 Summer School Update	Houdek	
	B. Student Liaison Report	Larson	
	C. Superintendent Report	Leipart	69-70
	1. Education Conference Report		
	2. US News and World Report Recognition		
	3. PHS/NTC Dual Credit Report		
	D. Finance Report	Theeder	
	1. Monthly Report of Revenues & Expenditures		
	E. Superintendent Search Update	Baratka	
	F. Policy Committee – May 8, 2013	Rodewald	86-89
	1. First Reading of Policy #421, Rule 1 Enrollment for 4K, K and First Grade		
	2. Second Reading of Policy #435 Student Transfers		
VI.	Items for Discussion and Possible Action		
	A. WKCE Report for 2012	Harrison	71
	B. District Health Insurance Options for 2013-14	Leipart	PDF (2)
	C. Athletic Ad hoc Committee	Baratka	72
VII.	Consent Items		
	A. Approval of Minutes from April 10, 15, 18, 22, 29 and May 5, 2013 Special and Regular Board Meetings	Baratka	73-84
	B. Approval of Personnel Report – Hiring, Recruitment, Resignation/ Retirement		85
	C. Approval of Policies as Presented by Committee		
	D. Approval of Bills		
VIII.	Items for Next Board	Baratka	
IX.	Board Organizational Meeting (see separate agenda)	Baratka	

X.	<p>Motion to convene into executive session at the conclusion of the open session:</p> <p>A. 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"> • Discuss Paraprofessional Layoffs • Retirement Request <p>B. Pursuant to 19.85(1)(f) Wisc. Stats. For the purpose of considering open enrollment requests for 2012-13 school year.</p> <ul style="list-style-type: none"> • Open enrollment requests for students to enter and leave the District 	Barakta	
XI.	<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> <ul style="list-style-type: none"> • Paraprofessional Layoffs 	Baratka	
XII.	Adjourn	Baratka	

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

MEETING DATE: May 20, 2013

TOPIC: Superintendent Report

Education Conference Report:

1. Health reform will impact staffing decisions and handbook policies for contributions toward health insurance. First employees with an average of 30 hours a week will be considered full time for benefit purposes. We cannot count the summer months for 9 and 10 month employees (4 week break rule). Employers must contribute at least 50% toward premiums (Current federal law).
2. Leadership sessions focused on employee engagement and motivation. One of the talking points that has significant application is "what you praise you raise". Consider this: Focus on organizational effectiveness and progress. What you will get is organizational effectiveness and progress.
3. PMA presented a new organizational resource called Analytics. Analytics provide districts with timely research analysis on various financial, staffing and program issues we deal with on a regular basis. For example, we may want to consider a change in staffing. We can compare districts of similar size and analyze staff levels.

Phillips High School Ranks 19th in the State: According to U.S. News and World Report, PHS is recognized as a Silver Award school for student performance on state assessment, AP test achievement and ACT performance. Economic and student demographics are considered in the recognition also. This recognition can be attributed to a strong K-12 environment. All members of the School District of Phillips can take ownership in this recognition. We need to focus on the accomplishments of our students, school, staff, parents and community as we face new challenges.

PHS/NTC Dual Credit Report: Our mission "to inspire and empower all students to reach their greatest potential" is not only evident in the recognition by U.S. News and World Report it is validated through our partnerships with NTC. Phillips High School is a leader in the region for dual credit opportunities for students. In 2012-13 we offered 22 classes equaling 572 credits earned. This is a savings to students and their parents of \$72,896. Programs and collaborations such as these opportunities is what make Phillips unique and effective. I hope that the District continues to support these meaningful and relevant opportunities for students.

BUDGET/FISCAL IMPACT:

POLICY IMPACT:

AGENDA CATEGORY:	PROPOSED MOTION:
-------------------------	-------------------------

- | | |
|--|--|
| <input type="checkbox"/> Policy/Issues
<input type="checkbox"/> Monitoring Data
<input type="checkbox"/> Consent Agenda
<input checked="" type="checkbox"/> Information | |
|--|--|

RATIONALE:

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: May 20, 2013

TOPIC: 2012 WKCE test results

BACKGROUND: This year, Wisconsin raised the WKCE scores needed for students to reach the basic, proficient, and advanced performance levels in reading and math only. This was part of a major national effort to raise expectations for students. As such, WKCE results will show a significant decline in the number of students considered to be "proficient" or "advanced."

This does not reflect a change in the abilities of students, teachers, or schools, but rather reflects the higher standards and aspirations we have for our students. The new, more rigorous college and career readiness scoring standards match those in other high performing states and will help prepare all Wisconsin students to be college and career ready.

Testing results will be distributed at the board meeting.

BUDGET/FISCAL IMPACT: NONE

POLICY IMPACT: NONE

AGENDA CATEGORY:

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

PROPOSED MOTION: NONE

RATIONALE: Provide the board with current test results. Provide the board with proposed changes in future state testing.

CONTACT: [Brenda Harrison](mailto:bharrison@phillips.k12.wi.us) **PHONE:** 715-339-2141, ext. 5003 **E-MAIL:** bharrison@phillips.k12.wi.us

Phillips Schools Dental

	Delta Current	Delta Renewal	Delta Option
Single Coverage	\$47.58	\$51.86	\$44.68
Family Coverage	\$123.06	\$134.14	\$118.52

Individual Annual Max	\$1,000	\$1,000	\$1,000
Deductible- Individual	\$0	\$0	\$0
Deductible- family	\$0	\$0	\$0

Diagnostic & Preventive Services	100%	100%	100%
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Basic & Major services

Fillings, endodontics, periodontics, extractions	100%	100%	80%
Crowns, inlays, onlays	100%	100%	80%
Bridges and dentures	50%	50%	50%
Repairs & adjustment to bridges/dentures	100%	100%	80%
Implants	50%	50%	50%

Orthodontic Services	50%	50%	50%
Individual lifetime max on Ortho	\$1,500	\$1,500	\$1,500

Phillips School 2013	Emp Ct.	Security Health Plan		Security Health Plan		Security Health Plan		Employee contribution 20%
		Current	Renewal	Option with drug card after ded.	Option with drug card after ded.			
Rates:								
Single	33	\$ 601.10	\$ 689.63	\$ 1,607.11	\$ 614.99	\$ 1,475.98		
Family	57	\$ 1,364.50	\$ 1,520.05	\$ 3,648.12	\$ 1,395.92	\$ 3,350.21		
Total Monthly	90	\$ 97,612.80	\$ 108,740.64	\$ 250 single \$500 family	\$ 99,862.11	\$ 250 single \$500 family		
Employee liability								
		employees paying 12.6%	employees paying 20%					
Phillip School District		School District	School District	Employee				
School Districts HRA liability		\$ 1,023,763.00	\$ 1,043,910.12	Single = \$1857.11	958,676.25	Single = \$1725.98		
		\$ 404,250.00	\$ 404,250.00	Family = \$4148.12	404,250.00	Family = \$3850.21		
		\$ 1,428,013.00	\$ 1,448,160.12		1,362,926.25			
*Deductible:								
Single		\$3,000	\$3,000			\$3,000		
Emp. + 1		\$6,000	\$6,000			\$6,000		
Family		\$6,000	\$6,000			\$6,000		
*Cumulative Family Ded.								
Co-ins:								
Single		100%	100%			100%		
Family		100%	100%			100%		
Out of Pocket:								
Single		\$3,000	\$3,000			\$4,000		
Emp. + 1		\$6,000	\$6,000			\$8,000		
Family		\$6,000	\$6,000			\$8,000		
*does not include copays								
Office Call Copays:								
General Practice		Applies to ded	Applies to ded			Applies to ded		
Specialist		Applies to ded	Applies to ded			Applies to ded		
E. R. Copay:		Applies to ded	Applies to ded			Applies to ded		
Routine Care:		100%	100%			100%		
Prescriptions:								
Tier 1		Applies to ded	Applies to ded			Applies to ded, then drug card of \$10		
Tier 2		Applies to ded	Applies to ded			\$30		
Tier 3		Applies to ded	Applies to ded			\$60		

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

MEETING DATE: May 20, 2013

TOPIC: Ad-Hoc Athletic Committee

BACKGROUND:

Board directive at the May 8 Finance Meeting identified the need for a committee to be established to meet the financial reduction goal for 2013-14 and establish a long-range plan for the athletic department.

I am looking for 2 Board Members to be on the committee and validation that the two items identified is the purpose of the committee.

The initial committee will be Board Members and Coaches. The initial committee would determine who should participate on the committee, number of meetings, and when the committee will meet. The committee should report to the board at the June Board Meeting to indicate the format and timeline of the committee.

BUDGET/FISCAL IMPACT: Reduce the 2013-14 athletic budget by \$17,500

POLICY IMPACT:

AGENDA CATEGORY:

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

PROPOSED MOTION: To develop an ad-hoc committee on athletics to develop a plan to reduce the 2013-14 budget by \$17,500 and develop a long-range sustainability plan for the athletic department.

RATIONALE:

1. Attain budget reduction request.
2. Create a competitive and meaningful athletic experience for students in the School District of Phillips.

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

SCHOOL DISTRICT OF PHILLIPS
Special Finance Meeting Minutes
April 10, 2013 – 6:00 pm
Phillips Middle School IMC

Meeting was called to order by Board President Darin Baratka at 6:00 pm. Present from the Board of Education were Adolph, Heidenreich (6:25 pm), Marlenga, Rodewald, and Willett. Absent were Arndt, Distin, and Pesko. Also present were Superintendent Leipart, Business Manager Theder, Administrators, Hoogland, Houdek and Vickie Lemke, Dave Scholz plus approximately 45 staff and public.

Review of Compliance of Open Meeting Law: Public notices were posted as required.

Public Participation Forum

Public input regarding the failure of the referendum included concerns on athletics versus academic and the education process, School District Vision (Prepare for Tomorrow), New Initiatives (Teacher Effectiveness, Common Core) and how this will put more on everyone's plate and the need to follow our mission to educate students.

Finance Planning in Response to April 2nd Referendum

Superintendent Leipart discussed the handouts distributed that included Revenue Considerations and Budget Reduction Considerations for 2013-14. This included Support Services, Extra Curricular and Personnel.

Finance Manager Theyder discussed the Forecast Model with some unknowns which we will not know until June.

Discussion was held on how the referendum is a process and how we need to analysis the results and make changes if we move forward to another referendum. The amount of 650,000 was discussed and if we try another referendum should we ask for 600,000 instead. Consensus was to stay with the 650,000. Every reduction will have an impact. We need a systematic plan that is fair to all. Classrooms will be affected. Salary and Benefits are 70% of the budget. Questions we need to ask are regarding contracting services such as bussing, food service and custodial, or do we have services we can sell. A facilities use study could inform the district on how to make revenue from our buildings and what the possibilities of having one campus would be. Facilities use for all activities not related to a funded school activity and student fees were discussed. There is a fee schedule set that needs to be reviewed by the policy committee.

Motion (Adolph/Rodewald) 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 at 6:50 pm. Roll call vote Willett-y, Marlenga-y, Baratka-y, Rodewald -y, Adolph -y, Heidenreich-y. Motion Carried 6-0.

Motion (Willett/Rodewald) to adjourn at 8:45 pm. Motion Carried 6-0.

Respectfully Submitted,

Wendy Rodewald, Clerk
Board of Education

MINUTES OF REGULAR BOARD OF EDUCATION MEETING
Monday, April 15, 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 6:00 pm in the Phillips Middle School IMC. Present: Adolph, Arndt, Baratka, Heidenreich, Marlenga, Pesko, Rodewald, and Willett. Absent: Distin. Also present: Superintendent Leipart and Legal Counsel Steve Weld.
- II. ANNOUNCEMENT OF EXECUTIVE SESSION –The board will convene into executive session at the conclusion of the open session
 - A. Pursuant to 19.85(1)(g), Wis. Stats., for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice.
 - B. 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.
 - Employment Compensation
- 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 6:30 pm.
- IV. MOVE TO EXECUTIVE SESSION – Motion (Heidenreich/Arndt) to move into executive session as previously announced. Motion carried with roll call vote 8-0.
- V. RETURN TO OPEN SESSION – (Heidenreich/Willett) to reconvene to open session at 6:30 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 6:40 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, Heidenreich, Marlenga, Pesko, Rodewald, Willett and student liaison. Absent: Distin. 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 – No public comments not related to budget reductions. These were called for later in the meeting.
- X. OATH OF OFFICE – Board Clerk Rodewald administered the Oath of Office to newly elected board members Stephen Willett and Jim Adolph. Mark Distin took the Oath of Office on Friday, April 12th, knowing that he would be absent this evening.

XI. ADMINISTRATIVE REPORTS AND COMMITTEE REPORTS

- A. Superintendent Leipart introduced Steve Weld, legal counsel from Weld, Riley, Prenn & Ricci. Mr. Weld will be replacing Ms. Andrea Voelker who has resigned from their firm.
- B. Dale Houdek was the recipient of the State's Title I Administrator of the Year award received in Wisconsin Dells on April 12th.
- C. Principal Report - Colin Hoogland
- a. PhMS Students of the month for March were Grace McCormick (6), Ben Edwards (7), and Kristen Belan (8).
 - b. PHS Students of the month for April are Kyle Schleife, Morgan Schillinger, and Abby Staples.
- D. Student Liaison Report – Hannah Larson
1. A guest speaker talked to all 6-12 students on April 9th. Students felt he was entertaining and his topic relevant.
 2. The Model UN group made a trip to Urbana, IL. Model UN is a self-funded program that has been active for three years now and has attended two national conferences.
 3. A safety survey was conducted among the high school students. In response to the question, "Do you feel safe at PHS?" 80% of students said yes, 16% responded no, and 4% unsure. In response to the question, "How prepared do you feel in the event of an intruder?" the average score was a 4 on a scale of 1-5, with 5 being most prepared.
- E. Superintendent Report – Wally Leipart
1. The Legislator Meeting held in Medford on April 1st this year used a new panel format to encourage focused discussion on five issues: school funding/revenue limits, vouchers, student information systems, technology, and educator effectiveness. Government officials were receptive to district needs and challenges. Our discussion appears to be leading to the development of a rural schools legislative committee.
 2. Two state initiatives will need to be in place in this next school year. We need to be prepared to address integrating Common Cores into the curriculum and Response to Intervention will need to identify researched-based intervention strategies prior to December. Educator Effectiveness will need to work on student learning objectives (SLOs).
 3. The Gold Collar Symposium held on May 4th was a success due to the work of many District and NTC employees. Over 120 parents and students participated and seven local manufacturers were represented.
- F. Finance Report – Leah Theder.
1. Year-to-date expenditures as of March 31, 2013 were \$5,315,679.15 (59.31% of budget) and revenues were \$4,889,883.30 (57.55% of budget). The total cash available was \$2,055,097.44.
 2. Our 2012-13 Membership Audit was held on April 8, 2013 with Rob Biller from Eagle Audit and Accounting. There are no changes expected on our membership reports.
 3. Hedlund Insurance will be hosting health care reform seminars in Medford during April. There will be an update on health insurance at the May meeting.
- G. Superintendent Search Update – Seventeen applications were reviewed on April 8th. Three candidates have been chosen to interview on April 18th. From the interviews, two will be chosen for a second interview on April 22nd beginning at 6:00 pm and 7:00 pm with community members and the board.

XII. ITEMS FOR DISCUSSION AND POSSIBLE ACTION

- A. Response to April 2nd Referendum Results and April 10th Finance Meeting
- a. A one-time, early retirement package will be offered to teachers age 50 or more with 20-24 years of service (\$55,000 severance package) or 25+ years of service (\$75,000 severance package). This could reduce layoffs of less senior staff members and result in savings to the District. Layoffs will be discussed in closed session.
 - b. Reduction in support services – discussed reductions in summer projects, maintenance supplies, building supplies, student insurance, technology purchases, postponing bus purchase, and elimination of one bus route. These items could result in a savings of up to \$281,000.
 - c. Reduction in extra-curricular activities – a 25% reduction in athletics could be accomplished by girls/boys tennis, girls/boys soccer, and hockey moving to a self-funded, school-sponsored sport, and by making no uniform purchases for this next year. This reduction could result in a savings of up to \$35,000.
 - d. Personnel reductions – two paraprofessionals could be laid off due to anticipated change of service, three teachers laid off would result in increased class sizes and reduction of course options, elimination of summer school (not remedial), elimination of summer custodial workers, and a 75% reduction in IMC personnel by consolidating the middle and high school IMC. These reductions could result in a savings of up to \$391,870.
 - e. Board discussion was held on the above items before opening the discussion to the public.
 - f. Public comments on the reductions list were made by Dave Deda, Tina Hoogland, Mark Fuhr, Jeff Jasurda, Trevor Raskie, Lynn Ludwig, Brent Zierer, Dennis Lemke, and Paula Houdek. Comments included:
 - Use of students needing community service for summer cleaning
 - Keep all sports opportunities open for students
 - Increase parent involvement in sports
 - Run another referendum before November
 - Concern about class sizes at elementary level
 - Use natural selection for means of reducing sports – not enough participants, the sport is eliminated
 - We offer too many sports for a school our size, same as some Division I schools in our area. Increased opportunities have led to decreased success and lack of age-appropriate opportunities.
 - Charge admission for all sports
 - Do not decrease sporting events that draw in revenue
 - Restructure coaching contracts and implement incentive pay
 - Replace German program with Spanish
 - Concern that higher level courses be available for students at PHS
 - Consider coop programs for sports
 - Charge admission to music events
 - g. Action Items
 - a. Motion (Willett/Heidenreich) to approve one-time, early retirement packet for qualifying teachers. Motion carried 8-0.
 - b. Decision on athletic reductions was tabled.

- c. Motion (Willett/Pesko) to continue with summer school this year. Motion failed 4-4 on roll call vote (Heidenreich – H, Pesko – Y, Arndt – Y, Baratka – N, Rodewald – N, Marlenga – N, Willett – Y, Adolph- Y)
- B. The Board organizational meeting will be schedule as part of the May 20th regular board meeting.
- C. Darin Baratka, Wendy Rodewald, and Paul Heidenreich will distribute diplomas on Friday, May 24th.
- D. To meet Equity in School Lunch Pricing requirements, the cost of lunch at the elementary school will increase by \$.10 to \$2.35. All other student meal prices will remain the same for 2013-2014. Motion (Willett/Adolf) to approve increase of \$.10 at PES. Motion carried 8-0.
- E. Staff development days on the 2013-2014 will need to be changed from January 24, 2014 and June 6, 2014 to August 13 and 14, 2013. August 15 will be a paid inservice day at the curriculum rate of \$20.00 per hour using Title II funds. Motion (Willett/Arndt) to approve the staff development day changes on the calendar for 2013-2014. Motion carried 8-0.

XIII. CONSENT ITEMS

- 1) Motion (Heidenreich/Rodewald) to approve:
 - a. Minutes from March 13 and 18, 2013 special and regular board meetings
 - b. Personnel report hiring Jodi Podmolik as JV volleyball coach, BJ Bolz as assistant varsity football coach, and Steve Precour as JV football coach; and accepting retirements from Maureen Trojak as district librarian (27 years) and Judy Swenson as part-time PES custodian (21 years).
 - c. Bills from March 2013 (#334891-335028 and wires) for a total of \$400,098.75. Motion carried 8-0.

XIV. ITEMS FOR NEXT MEETING – The next regular board meeting will be held on May 20, 2013 at 6:00 pm.

XV. 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.

- Preliminary Consideration of Nonrenewal for Layoff Purposes

XVI. 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.

XVII. MOVE TO EXECUTIVE SESSION – Motion (Pesko/Marlenga) to move into executive session as previously announced. Motion carried with roll call vote 8-0. Open session meeting adjourned at 8:43 p.m.

XVIII. RETURN TO OPEN SESSION – (Willett/Arndt) to reconvene to open session. Motion carried 8-0.

XIX. ADJOURN - Motion (Willett/Rodewald) to adjourn meeting at 9:30 pm. Motion carried 8-0.

Respectfully submitted,
Wendy Rodewald, Clerk/Board of Education

SCHOOL DISTRICT OF PHILLIPS
Board of Education Special Meeting Minutes
April 18, 2013
Phillips High School Conference Room

- I. CALL TO ORDER AND ROLL CALL OF BOARD MEMBERS – The special board meeting of the Phillips Board of Education was called to order by President Baratka at 1:00 pm in the Phillips High School Conference Room. Present: Adolph, Arndt, Baratka, Heidenreich, Marlenga, Pesko, and Rodewald. Absent: Distin and Willett. Also present: Colin Hoogland and Dave Scholz.
- 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.
 - Conduct Superintendent interviews
- III. MOVE TO EXECUTIVE SESSION – Motion (Arndt/Rodewald) to move into executive session as previously announced. Motion carried with roll call vote 7-0.
- IV. ADJOURN – Motion (Pesko/Adolph) to adjourn at 5:30 pm. Motion carried 7-0.

Respectfully submitted,

Wendy Rodewald, Clerk
Board of Education

SCHOOL DISTRICT OF PHILLIPS

Board of Education Special Meeting Minutes
April 22, 2013
Phillips Middle School Room #143/IMC

- I. CALL TO ORDER AND ROLL CALL OF BOARD MEMBERS – The special board meeting of the Phillips Board of Education was called to order by President Baratka at 6:00 pm in the Phillips Middle School Room #143. Present: Adolph, Arndt, Baratka, Heidenreich, Marlenga, Pesko, and Rodewald. Absent: Distin and Willett. Also present: Colin Hoogland and Dave Scholz.
- 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.
 - Conduct Superintendent interviews
 - Employment Decision
- III. MOVE TO EXECUTIVE SESSION – Motion (Heidenreich/Pesko) to move into executive session as previously announced. Motion carried with roll call vote 7-0.
- IV. ADJOURN – Motion (Marlenga/Arndt) to adjourn at 9:40 pm. Motion carried 7-0.

Respectfully submitted,

Wendy Rodewald, Clerk
Board of Education

SCHOOL DISTRICT OF PHILLIPS
Superintendent Public Forum
April 22, 2013 – 6:00 pm
Phillips Middle School IMC

Superintendent candidates Jon Warmke and Rick Morgan were available at the public forum opposite their second interview with the Phillips Board of Education beginning at 6:00 pm.

Those present included Glen Brand –Township Leader/Community), Cindy Gould-Kgn Tch, Rick Holan –Mdl Tch, Jim Yanich –Community/Business Owner-former board member, Mel and Mike Eggebrecht –Community Business Owners, Linda Parker –Community, Holly DeGroot – Community, Jodi Grendys – Community and Substitute, Christine Felch- PTSA President, Vickie Lemke Sped Tch-New Director, Heather Soukup –Admin Asst, Sue Marshall –German Tch, Tina Gilge –Grade 1 Tch, Etola Foytek –Substitute- Retired Tch, Bruce Marshall –Community/– Attorney, Brent Edwards –Mdl Tch, Tom Potterton – Contracted Sped Ed Director, Erik Olson – Mdl Sped Tch, Lynn Ludwig – Community/Business Owner, Terra Gastmann – Food Service Director, Joe Perkins –NW Players/ Community, Patricia Kaliska – Kdgn Tch, Julie Zumach -5th Grade Tch and Nancy Anderson-PATH (Sped Ed) – Mdl Health.

Two people from the teaching staff and two people from the public were invited into closed session to provide input. Candidate input comment sheets were provided to the public to complete and given to the board for review.

Thank you to everyone who attended.

SCHOOL DISTRICT OF PHILLIPS
Board of Education Special Meeting Minutes
April 29, 2013 – 5:30 pm
Phillips Middle School Room #143

- I. CALL TO ORDER AND ROLL CALL OF BOARD MEMBERS – The special board meeting of the Phillips Board of Education was called to order by President Baratka at 5:35 pm in the Phillips Middle School Room #143. Present: Adolph, Arndt, Baratka, Distin, Heidenreich, and Rodewald. Absent: Marlenga, Pesko (arrived 5:50 pm) and Willett. Also present: Superintendent Leipart, Finance Manager Theder, Principal Hoogland, and Dave Scholz.
- 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.
 - Final Notice of Non-Renewal
- III. ANNOUNCEMENT TO RECONVENE – The Board may reconvene into open session pursuant to 19.85 (2), Wisc. Stats. To act on motions made during the executive session.
- IV. MOVE TO EXECUTIVE SESSION – Motion (Heidenreich/Adolph) to move into executive session as previously announced. Motion carried with roll call vote 6-0.
- V. RECONVENE TO OPEN SESSION – Motion (Rodewald/Adolph) to reconvene to open session. Motion carried 7-0.
- VI. ACTION ITEM – Motion (Adolph/Heidenreich) to accept administrative recommendation to approve final notice of non-renewal to Scott Jacquart, Heather Ringersma, and Brandi Smith. Motion carried 7-0.
- VII. ADJOURN – Motion (Pesko/Rodewald) to adjourn at 6:30 pm. Motion carried 7-0.

Respectfully submitted,

Wendy Rodewald, Clerk
Board of Education

SCHOOL DISTRICT OF PHILLIPS
Board of Education Special Meeting Minutes
April 29, 2013 – 6:35 pm
Phillips Middle School Room #143

- I. CALL TO ORDER AND ROLL CALL OF BOARD MEMBERS – The special board meeting of the Phillips Board of Education was called to order by President Baratka at 6:35 pm in the Phillips Middle School Room #143. Present: Adolph, Arndt, Baratka, Distin, Heidenreich, Pesko, and Rodewald. Absent: Marlenga, and Willett. Also present: Superintendent Leipart (left at 6:40 pm), Finance Manager Theder, Principal Hoogland, and Dave Scholz.

- 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.
 - To review superintendent finalists
 - Select candidate and determine contract offer

- III. MOVE TO EXECUTIVE SESSION – Motion (Heidenreich/Adolph) to move into executive session as previously announced. Motion carried with roll call vote 7-0.

- IV. ADJOURN – Motion (Arndt/Distin) to adjourn at 8:00 pm. Motion carried 7-0.

Respectfully submitted,

Wendy Rodewald, Clerk
Board of Education

SCHOOL DISTRICT OF PHILLIPS
Board of Education Special Meeting Minutes
May 8, 2013 – 5:00 p.m.
Phillips Middle School IMC

- I. CALL TO ORDER AND ROLL CALL OF BOARD MEMBERS – The special board meeting of the Phillips Board of Education was called to order by President Baratka at 5:00 pm in the Phillips Middle School IMC. Present: Adolph, Arndt, Baratka, Distin, Heidenreich, Marlenga, Pesko, Rodewald and Willett (Left at 6:30 pm). Also present: Superintendent Leipart, Finance Manager Theder, Principal Hoogland, Dave Scholz, Vicki Lemke, staff, and community members.

- II. ITEMS FOR DISCUSSION AND POSSIBLE ACTION
 - A. Budget Reductions for 2013-2014 – Revisit Proposal Which Included:
 1. Operations - Discussion was held on the support service budget reduction considerations. A reminder that the reductions in summer projects, maintenance, building supplies/services and bus purchase is a *one time savings*. Other reductions included student insurance, technology purchases and to eliminate one bus route. After discussion about purchasing a bus, at a deal, it was decided to wait on this issue. Motion (Pesko/Willett) to adopt the support services reductions of \$281,000 for the 2013-14 school year budget. Motion carried 9-0.
 2. Instruction (Personnel) - Paraprofessional changes in special education and changes in services were discussed and there will be a reduction of two paraprofessionals. Changes in teaching personal from 4 FTE to 2.65 were explained. Budget reduction changed from \$235,000 to \$190,000. Discussion was held on summer school and how the reduction begins at the 2013-14 school year and the impact on the local levy. Summer school will return in 2015. The value for students was discussed along with the referendum and the effects on community. Public comment was offered. No comments. Summer workers reduction will change from nine to seven reduced. Consolidation of the middle and high school IMCs. This will be a .75 reduction. Logistics need to be worked on. Motion (Adolph/Arndt) to adopt the Instruction (Personal) reductions in the amount of \$351,235. Motion Carried 8-1.
 3. Extracurricular Programs - Discussion was held on having a long-term plan for athletic reductions. Daily operation of the district is constantly making cuts, and therefore we need to look at athletic program reductions. The expectation of sports and academics should be parallel. A coaches meeting was held and along with the input from the board, administration, students and the public it was agreed an ad-hoc committee should be addressed to achieve the savings. The board will act on recommendations at the June 2013 Board meeting. Reductions in athletics need to be fair and reasonable. There are models from other schools our size that works so we do not need to reinvent the wheel. Other revenue from athletics were discussed such as gate fees, athletic fee increase, volunteers instead of paid help, uniforms and the athletic director position. Fix amount per student versus fix amount per sport were discussed. It was the consensus of the board to change the extra-curricular reduction amount from \$35,000 to \$17,500 for the 2013-14 school year. Motion (Willett/Adolph) to reduce extra-curricular amount to \$17,000. Motion Carried 9-0.

4. Athletic Programs - By the June board meeting there will be a better overview of the programs.
 5. Summer School for 2012-13 and 2013-14 - Tyler Ring will be the summer school coordinator for 2012-13. At this time there will not be summer school planned for 2013-14. Summer school will return in 2015. Change in state budget and re-addressing the referendum could change this.
- B. Employee Salary Schedules for 2013-14 –
1. PEA - Motion (Willett/Arndt) to approve framework as presented and use the current salary schedule casted forward. Motion carried 9-0.
 2. 1405B and NEST - Discussion was held on new hires effective July 1, 2013, employees hired prior to July 1, 2013 and NEST paraprofessionals. Due to state mandates the need for a school nurse and possibly a school doctor may be in the future. Now as we move forward with special education there is a need for a paraprofessional + CNA. Motion (Willett/Adolph) to adopt the framework for 2013-14 1405B and NEST salary schedule. Framework indicates base salary. Motion carried 9-0.
- III. 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.
- Final Notice of Non-Renewal
 - Superintendent Contract Negotiations
 - Retirement Request
 - Extend Contracts to Teachers for 2013-2014.
- IV. ANNOUNCEMENT TO RECONVENE – The Board may reconvene into open session pursuant to 19.85 (2), Wisc. Stats. To act on motions made during the executive session.
- V. MOVE TO EXECUTIVE SESSION – Motion (Rodewald/Adolph) to move into executive session at 6:30 pm as previously announced. Motion carried with roll call vote 9-0.
- VI. RECONVENE TO OPEN SESSION – Motion (Rodewald/Adolph) to reconvene to open session. Motion carried 8-0.
- VII. ACTION ITEMS
- A. Motion (Pesko/Adolph) to extend a two-year contract offer to Rick Morgan for superintendent. Motion carried 8-0.
 - B. Motion (Rodewald/Adolph) to extend the early retirement offer to a group that met certain criteria with additions of one year of work with no benefits and base salary. Motion carried 8-0.
 - C. Motion (Heidenreich/Arndt) to extend contracts to teachers for 2013-14, excluding the three non-renewals/layoffs. Motion carried 8-0.
- VIII. ADJOURN – Motion (Heidenreich/Pesko) to adjourn at 7:30 pm. Motion carried 8-0.

Respectfully submitted,
Wendy Rodewald, Clerk/Board of Education

**Personnel Report
April 13, 2013 – May 17, 2013**

New Hires/Transfers					
Name/Location Position Description	Category	Position Status	New Salary	Previous Employee Salary	Effective Date
Tyler Ring Summer School Coordinator	PEA	Replace Dave Scholz	Per Contract	Per Contract	May 8, 2013
Seth Berens Custodian II	1405B	Transfer to full-time position	Per Contract	Per Contract	May 20, 2013

Recruitment				
Position	Position Status	Category	Location	Posting Date
Custodian I/Pool	Replace Terry Curran	1405B	Pool/PHS	Hire date: July 1, 2013
Custodian II – Part-time	Replace Judy Swenson	1405B	PES	Hire date: July 1, 2013
Custodian II – Part-time	Replace Seth Berens	1405B	PES	
K-12 Cross Categorical Teacher	Replace Vicki Lemke	PEA	K-12	5/1/2013/ 5/14/2013

Retirements – Resignations					
Name	Position	Resignation/ Retirement	Effective Date	Years of Service	Location
James "Terry" Curran	Custodian II	Resignation	June 28, 2013	13	Pool/PHS
Dave Scholz	Summer School Coordinator	Resignation	March 19, 2013	3	Districtwide

ADMISSIONS/ATTENDANCE**421 Rule 1****Enrollment in Four-Year-Old Kindergarten, Kindergarten, and First Grade****FOUR-YEAR-OLD KINDERGARTEN**

To be eligible for enrollment in the four-year-old kindergarten program a child must be four-years-old on or before September 1st in the year the child proposes to enter school. There shall be no early admittance to this program.

KINDERGARTEN

To enter kindergarten a child must be five-years-old on or before September 1st in the year the child proposes to enter school. The parents/guardians of any child who will not be five-years-old on or before September 1st in the year the child proposes to enter kindergarten, may apply to have their child admitted to kindergarten at the opening of school for that year. The following procedure shall be followed:

1. Parents/guardians must request, in writing, that their child be considered for early entrance into kindergarten. This letter is to be sent to the Superintendent of Schools or his/her designee at least 90 days before the opening of school and shall include a statement of the reasons the application is being made. The 90-day requirement may be waived for persons new to the District; however, no early admissions shall be made after the third Friday in September.
2. The child will be required to participate in an Early Entrance Screening.
 - a. The screening will consider emotional, social, physical, cognitive, and readiness skills. Designated school staff will conduct the individual screening. Other school professionals will be consulted when appropriate. This evaluation will be at no cost to parents/guardians.
 - b. After the screening has been completed, a meeting will be held with the parents/guardians to consider the appropriateness of early entrance into kindergarten. The criteria used by the District in making its decision will be whether or not the child is in the superior range in areas of social, emotional, physical, and cognitive readiness.
 - c. Parents/guardians have the right to appeal the early entrance decision to the Superintendent.
3. If a student is approved for early entrance into kindergarten, school personnel and parents/guardians will monitor and review placement after six weeks to ensure the student is appropriately placed.

FIRST GRADE

To enter first grade a child must be six-years-old on or before September 1st in the year the child proposes to enter school and must have completed a five-year-old (full or part-time) kindergarten program with certain exceptions as outlined below [Wis. Stat. Sec. 118.33(6)(cm)]. Parents/guardians of any child who will not be six-years-old on or

before September 1st in the year the child proposes to enter first grade, may apply to have the child admitted to first grade at the opening of school for that year.

Procedure for Exemption:

1. Parents/guardians, whose child did not attend a five-year-old kindergarten program and who wish to enroll their child in first grade, must submit a request to the District for an exemption from the state requirement that the child complete a kindergarten program prior to entering first grade.
2. Parents/guardians must complete a Phillips School District Kindergarten Exemption form. This form will be made available through the Phillips Elementary Principal. The form will contain the child's name, parent/guardian's name, address, date of birth, and reason or statement why child did not previously attend a full or part-time kindergarten program.
3. The District may exempt the requirement that the child complete kindergarten as a prerequisite to enrollment in first grade if either
 - a. before commencing or completing first grade the child moved into this state from a state, country, or territory where he/she was already exempted from the prerequisite requirement;
 - b. before commencing or completing first grade, the child moved into this state from another state, country, or territory in which completion of five-year-old kindergarten is not a prerequisite requirement; or
 - c. the child demonstrates academic and developmental readiness skills expected for successful participation in first grade. Evidence must exist that the child's educational welfare would best be served by placement in first grade.
4. The Superintendent of Schools' designee will review the completed exemption form and will make the decision to grant or deny the exemption.
5. A face-to-face meeting will be scheduled with the parent/guardian to share the decision and information.
6. In case of a denial, appropriate school personnel will conduct an evaluation. The building principal will be consulted and, once the evaluation is completed, a plan will be determined and shared with parents/guardians.

LEGAL REF: Wis. Stat. Sec. 118.33(6)(cm)

*Approved May 8, 1979
Revised January 19, 1998
Revised February 16, 2004
Revised _____*

STUDENT TRANSFERS

435

I. Entry to School from Home-Based Private Educational Programs

- A. For the purpose of this policy, a Home-Based Private Educational Program will be that which is defined in Wisconsin Statutes.
- B. This policy complies with the specifications as set forth in State Statutes, and this policy applies to students who enter the School District of Phillips after having participated in a Home-Based Private Educational Program in accordance with said statutes.
1. Any student who has been in attendance in a Home-Based Private Educational Program for a period of forty-five (45) days or more and who wishes to enter or reenter the Phillips school system will furnish the building administrator with the following documentation of the Home-Based Private Educational Program:
 - a. copy of Home-Based Private Educational Program form Wisconsin DPI form PI-1206 (Rev. 3-08);
 - b. a copy of the school calendar that verifies that each school term of Home-Based Education instruction consisted of a minimum of 875 hours {Wis. Stat. s.118.165(1)(c)};
 - c. copies of the sequential curriculum that was taught in the six (6) mandated subject areas {s. 118.165(1)(d)}: reading, language arts, mathematics, social studies, science, health;
 - d. records of student performance for each course taken.

Upon receipt of the above documentation, the building administrator will place the student at the appropriate grade level.

In the absence of the above documentation, the student will be required to take an examination to establish grade placement. The grade placement examination will be administered by the principal (or his/her designee) of the school to which the student would normally be assigned. The evaluation may include one or more of the following:

- Stanford Diagnostic Reading Test
- Wide Range Achievement Test - Revised (WRAT-R)
- Woodcock-Johnson Educational Battery
- Key Math Diagnostic Test - Revised

Test results and the student's chronological age will be used by the building administrator to determine grade placement.

If a parent appeals student placement based upon the belief that the examination is inappropriate, unreliable, and/or irrelevant, the test and placement will be reviewed by the Board of Education of the School District of Phillips. The decision for placement will be made by the Board of Education and will be considered as final by all parties.

2. If the placement is made at the sophomore year (10th grade) level or higher, credits recorded will not exceed the minimum course load required of each grade level. Courses taken while enrolled in a Home-Based Private Educational program will be recorded on the student's permanent record. Credits recorded will be only those that are in compliance with mandates of curriculum requirements in Wis. Stat. 118.165(1)(d) or are deemed by the Administrator to meet the criteria of an elective in the current high school program of studies.

Home-based instruction will be recorded as credit only; home-based grades will not be recorded on the high school transcript. Grades and grade point average from home-based instruction will not be used in class rank.

- C. Students enrolled in a Home-Based Private Educational Program shall be provided the opportunity to participate in the District achievement testing program. This testing will occur at the respective school buildings during the scheduled group assessment. This testing will be provided to the student at no cost. Parents wishing to participate in this program should contact the building principal or director of special services.
- D. Awards and Scholarships – Awards, scholarships, and class ranks determined by School District personnel are available to students who have attended Phillips High School as a full-time student both semesters of their junior and senior years.
- E. High School Diploma - In order to be awarded a Phillips High School Diploma, all students shall meet District requirements and shall successfully complete the final two semesters in full-time study at Phillips High School. Exceptions may be made at the principal's discretion.

LEGAL REF: Wis. Stat. s. 118.165(1)(c)
 Wis. Stat. s. 118.165(1)(d)
 Public Law 94-142

Approved 10/10/89
Revised 1/19/98
Revised 10/20/08
Revised 5/20/2013