

# Phillips Board of Education Regular Board Meeting

Monday, February 16, 2015  
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		Facilitator	Page #
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	Hoogland	
	A. Principal Report – PhMS/PHS		
	1. Students of the Month		
	2. PHS Valedictorian and Salutatorian for Class of 2015		
	3. PHS Recipient of the Academic Excellence Scholarship		
	4. PHS Recipient of the Technical Excellence Scholarship		
	5. Renewal of Hockey Coop Agreement	Morgan	
	B. Superintendent Report		
	1. Leadership Communication Team Update		
	2. Trap Shooting Team Club Interest Meeting February 25		
	3. August Inservice Schedule	Otto	PDF
	C. Student Liaison Report		
	D. 2015 State Education Convention Report	Rodewald	
	E. Policy Committee - February 11, 2015	Rodewald	
	F. Business Services Committee - February 12, 2015	Pesko	
	G. Facilities/Transportation Committee - February 12, 2015		
VI.	Items for Discussion and Possible Action		
	A. Ameresco Project Update	Amereso	
	B. Speech/Language Position Update	Morgan	
	C. Bus Driver Compensation	Morgan	
VII.	Consent Items	Baratka	
	A. Approval of Minutes from January 19, 2015		4-6
	B. Approval of First and Second Reading of Policy #341.34 School Nutrition and Wellness		7-10
	D. Approval of Personnel Report		11
	E. Approval of Bills		PDF
III.	Items for Next Board Meeting	Baratka	

IX.	<p>Motion to convene into executive session at the conclusion of the open session pursuant to WI Stat. Sec. 19.85(1) for the purpose of considering employment, promotion, retirement, 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"> <li>● Administrative Contracts</li> <li>● Early Retirement Request</li> </ul>	Baratka	
X.	<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>	Baratka	
XI.	<p>Adjourn</p>	Baratka	

MINUTES OF PHILLIPS BOARD OF EDUCATION REGULAR MONTHLY MEETING  
Monday, January 19, 2015

- I. The Phillips Board of Education meeting was called to order by President Baratka at 6:02 pm in the 6-12 Learning Center. The pledge of allegiance was recited.
- II. Present: Adolph, Baratka, Distin, Krog, Pesko, Rose (Left 7:25 pm) Willett , and Student Liaison Otto. Absent: Marlenga and Rodewald. Administration present: Morgan, Theder, Hoogland, Scholz and Lemke. Others: Staff and community.
- III. President Baratka stated that 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 Price County Review.
- IV. Public Participation
  - A. Jill Arndt and Bob Hladish announced that they will be giving a donation of \$1,000 from the proceeds of JonesFest. an annual music festival fundraising event held over Labor Day weekend. They will coordinate a time with Justin Lindgren to present the check.
  - B. Stephen Willett expressed concern about how we are going to meet the goals of Common Core. He sees many districts proposing changes to schedules and curriculum. He also expressed concern over the lack of information on our district website.
  - C. Rick Morgan reported on the recent bus accident. No students were on the bus at the time of the accident. Our driver reacted well in a bad situation and is doing fine. The bus should be back in commission within two weeks. As this is the only vehicle with a lift, we are extending a parent transportation contract in the interim.
- V. Administrative and Committee Reports
  - A. Principal Report – PhMS/PH
    1. Students of the month for PhMS are Logan Bjork (6), Justin Polacek (7) and Makayla Kosmer (8), and at PHS Jeff Mabie (11) and Savannah Soul (12).
  - B. Principal Report - PES
    1. Students of the month for PES are James Vollendorf (2) and Molly Novak (5).
  - C. Pupil Services Report – Vicki Lemke
    1. We recently completed our 2nd STAR testing for math and reading. We are aiming for 80% proficiency in both subjects. We are improving towards that goal.
    2. We have had one speech/language pathologist for many years. In 2009-2010 we did hire another pathologist at 16% time to help with case loads. While the number of students in the district is decreasing, the special education population remains about the same, many of them being young speech/language students. A recommendation will be brought to business services in February and forwarded to the board next month.
  - D. Superintendent Report - Rick Morgan

1. To date, we have not needed to use the contingency funds from our Act 32 energy efficiency project. The facilities committee will meet and begin looking at some potential projects that meet the requirements of Act 32 and can be included in the scope of this loan.
- E. Financial Manager Quarterly Report - Leah Theder  
Year-to-date expenditures as of December 31, 2014 were \$3,153,893.12 (37.08% of budget) and revenues were \$1,206,036.19 (14.08% of budget). The total cash available was \$725,931.77. Fund 49 Balance was \$1,142,949.22. No line of credit has been used this fiscal year.
  - F. Student Liaison Otto expressed concern over the website stating items are outdated and hard to locate. We need to be using the website to its potential. In addition, Otto attended the nutrition committee meeting and learned a lot about the current changes being made in school lunch policy. She thought it would be good to send emails out to the student body when changes are made so they understand.
  - G. Policy Committee met on January 14, 2015. Policy 662 Technical Excellence Scholarship (TES), 761 Free or Reduced Price Meal Eligibility, and 761.1 National School Lunch Program/Verification are being forwarded for second readings.
  - H. Business Services committee met on January 15, 2015. The board members met privately with Lynn Lutz from Eagle Audit and Accounting. She was very pleased with the way the audit went this year. Also discussed was the new Fund 46 that has been established for long-term capital improvements. The facilities committee will begin looking into the 10-year plan requirement and report back to the board. Bus drivers are recording their hours and compensation will be discussed again next month.
  - I. Nutrition Committee met on January 14, 2015 to discuss new DPI guidelines for school wellness policy. Changes will be made to the staff wellness portion of the policy. Juice machine guidelines were also discussed. Dale Houdek talked about the Security Health grant that is available and how to tie it in with student wellness. Board members had questions about the federal school lunch program and what it would cost to opt out of the program.
- VI. Items for Discussion and Possible Action
- A. Ameresco representative gave the monthly report on the projects. The lighting project is in the construction stage and is 45% complete at this time. Crews are working three 12-hour days per week to take advantage of before and after school time to work in classrooms. Pool lights are schedule to arrive this week. The burner replacement project is complete and working well. The automation controls project is 20% complete with the design stage completed, materials have been shipped and stored off-site, ready for installation. On-site work will begin in February. Construction on the roof over the kitchen and auditorium areas will resume next spring after school is done. Ameresco estimates that the lighting and burner efficiency will result in a construction period savings of \$3,500.
  - B. Northwoods Players presented a band pit wall proposal to the board. NWP will be paying for the total project. All planning has included Dave Berens and Justin Lindgren. Motion (Distin/Willett) to approve construction of the band pit wall. Motion carried 7-0.

- C. Principal Hoogland proposed that the calendars for the next two years be formatted using the current calendar with minor changes to accommodate scheduled activities. Motion (Willett/Adolph) to approve calendar format. Motion carried 7-0.
  - D. Principal Hoogland proposed a modified block high school schedule that would include two 50-minute hours followed by three blocks (90, 81, and 81-minute) and a 27-minute intervention period at the end of the day. Motion (Krog/Adolph) to approve the modified block schedule as presented. Motion carried 6-0.
- VII. Motion (Willett/Krog) to approve following consent items. Motion carried 6-0.
- A. Approve minutes from December 15, 2014 regular board meeting.
  - B. Approved personnel report - continued recruitment of bus route drivers, PES custodian and world language teacher.
  - C. Approval of bills from December 2014 (#337972 - 338198 and wires) for \$776,660.19.
- VIII. The next regular board meeting will be held on February 16, 2015 at 6:00 p.m. Items for discussion include Ameresco report, speech/language pathologist recommendation, and bus driver compensation.
- IX. Motion (Willett/Adolph) to adjourn meeting. Motion carried 6-0. Adjourned at 7:37 p.m.

Respectfully submitted,

Wendy Rodewald, Clerk  
Board of Education

Policy

The School District of Phillips recognizes its responsibility to promote a healthy learning environment by supporting wellness, good nutrition, and regular physical activity as part of the total learning environment. This policy supports the mission of the District as it promotes life-long wellness behaviors and links healthy nutrition and exercise to students' overall physical well-being, growth, development, scholastic performance and readiness to learn. Improved health through nutrition and physical activity optimizes student performance and readiness to learn. Healthy eating patterns and regular physical activity are essential for students to achieve their full academic and life potential. In addition nutritional education should extend beyond the classroom and needs to involve multiple channels of communication. Teachers, foodservice professionals, and family members play a role in promoting life-long healthy eating habits. Therefore, nutrition education should be linked with the school food environment and at home.

Nutrition & Health Education

- A. **Nutrition Education Goals:** Implement nutrition education from Pre-K through secondary school as part of a sequential, comprehensive school health education curriculum designed to help students adopt healthy eating behaviors.

Health Curriculum: The health curriculum will encourage students to develop the knowledge, attitudes, skills and behaviors for lifelong eating habits and physical activity. The health curriculum supports the philosophy that the quality of life is dependent upon the student's interaction with their total environment which includes their physical, mental and social well being.

Nutritional Education is integrated into the curriculum:

- All grade levels - Nutritional Education is integrated into the curriculum in accordance with the Wisconsin Standards for Physical Education provided by the Wisconsin Department of Public Instruction
- Elective food science class?

B. Links with Nutrition-related community services:

- UW Extension
- Farm to School
- Price County Health and Wellness Coalition

Family Communication

- A. Information about healthy nutrition, ideas for healthy parties, rewards, fundraising activities and education about changing nutrition regulations will be provided through:

- District Newsletter
- Food Service Menus
- Public Local TV

- B. The district will promote availability of school breakfast and lunch to all families and encourage those who are eligible for free and reduced-priced meals to complete applications.

### Nutrition Promotion

The cafeteria environment shall promote good nutrition via display of posters, informational materials, menu and other such related material.

- Use descriptive and imaginative language to describe fruits and vegetables on the menu
- Move competitive foods away from the serving line.

### Staff as Role Models

The School District encourages staff to exhibit and promote healthy food/beverage habits during the instructional day.

### Classroom Curriculum and Recess:

- A. A quality physical education program is essential so that all students learn about and participate in physical activity. In addition to regular physical education, physical activity will be integrated across curricula and throughout the school day. Physical education requirements shall be taught by a certified physical education teacher.
- B. Physical Education Curriculum: The physical education curriculum teaches children the importance of physical exercise and exposes students to a wide range of physical activities, so that students develop the knowledge and skills to be physically active for life. Students receive instruction in the five health-related components of fitness (cardiovascular endurance, muscular endurance, muscular strength, flexibility and body composition). Body composition instruction includes proper diet and healthy eating habits. The curriculum promotes lifelong physical activity and fitness, which includes healthy eating as its primary goal.
- In grades kindergarten through six shall be provided at least three times weekly, except that days on which special activities are conducted may be exempt; and shall be conducted by or under the direction of a licensed physical education teacher.
  - All pupils in grades 7 through 12 shall participate in the instructional program of physical education taught by a licensed physical education teacher, except that in senior high schools one year or the equivalent may be optional to pupils.

Recess is offered daily in grades K-5 and Middle School, preferably outdoors.

- C. Physical Activity Use of School Facilities by Students and Community Before and After School Hours.
- Middle School and High School will offer Interscholastic Sports Programs



- Pool
- Additional Physical Activities-open weight room, ASP and Summer School.

#### D. Staff Wellness

The Phillips School District values the health and well-being of every staff member. The district will solicit input from school staff and benefits program regarding the development of a future wellness program.

- Employee Wellness Interest Survey
- Assistance programs (Stress management)
- Nutrition programs (weight loss, Healthy recipe swap)

#### Nutrition Standards:

##### A. School Meals

The Phillips School District Food Service Program will meet or exceed USDA National School Lunch and Breakfast Program regulations and guidelines.

##### • Breakfast Program

##### • Lunch Program

The Phillips School District shall provide free and reduced lunch prices to students according to the terms of the National School Lunch Program.

##### • Milk Program

- Fat Free and low fat milk will be provided.

Decisions made in all school programming need to reflect and encourage positive nutrition messages and healthy food choices, ensure that all children have access to adequate and healthy food choices on scheduled school days and be in compliance with the Federal Healthy, Hunger Free Kids Act 2010. Compliance with HHFKA2010 will include: goals for nutrition education, goals for physical activity and other school wellness activities, standards for all food available on school campus, goals for nutrition promotion, collaborative community team to develop, implement, and review policy, and communication and monitoring of the policy.

Nutrition information will be made available upon request for all foods and drinks available in each school in the district during the school day, with the objective of promoting student health and reducing childhood obesity. Guidelines for reimbursable school meals shall not be less restrictive than regulations and guidance issued by the U.S. Secretary of Agriculture.

##### B. Food and Beverages Sold Individually (foods sold outside of reimbursable school meals) such as through vending machines, fundraisers, etc. during the school day.

- Exemptions as outlined by USDA
- Vending Machine

If a vending machine is turned on during the school day, school will ensure that food and beverage sold will adhere to nutritional standards for snacks and beverages.

- **Fundraisers**

To support students' health and nutrition education efforts, the district encourages organizations to offer food that meets nutritional guidelines, non-food items or events that promote physical activity.

**C. School Sponsored Events Outside of the Instructional School Day**

- Food and beverages offered or sold at events outside the school day (such as athletic events, performances, dances, etc.) currently may not meet USDA nutrition standards.

**D. Snacks, Rewards, Celebrations During School Days and Other School-Based**

Activities: Local wellness policy goals should be considered in planning all school-based activities (such as school events, field trips, dances, social events, and fundraising activities).

- Snacks served at no charge during the school day should encourage a healthy lifestyle. The offering of snacks should be based on timing of school meals, students' ages and nutritional needs. Parents are encouraged to provide healthy snacks and treats.
- Strong consideration should be given to non-food items as part of any teacher-to-student incentive program.

**Monitoring and Policy Review**

- The Superintendent or designee along with the support of the administrators will ensure compliance with established nutrition and physical activity wellness policies
- School food service staff will ensure compliance with nutrition policies within school food service areas.

The district will maintain a nutrition/wellness committee with the purpose of:

- monitoring the implementation of the district's wellness policies.
- regularly evaluating the related goals and effectiveness of guidelines.
- serving as a resource to school sites.
- recommending policy revisions as necessary.

The committee will include an administrator, Food Service Supervisor, students, parents, staff and board members. Staff member representation should include someone with physical and health education background.

Annually, the Board of Education will review the progress of the district wellness plan.

Legal Ref: Federal Healthy, Hunger Free Kids Act 2010. Compliance with HHFKA2010

Approved: 06/19/06, Revised: 10/20/08, 05/21/12, \_\_\_\_\_

**Personnel Report - Amended  
January 20, 2015 - February 12, 2015**

**New Hires/Transfers**

Name	Location Position Description	New Salary	Previous Employee Salary	Effective Date
Christine Viers	PES 2nd Shift Custodian	90 Day \$11.17 Then \$12.53	\$13.53	February 2, 2015
Courtney Graff	Girls Soccer Coach	\$2,330	N/A	Spring Sports Season
Mike Rocheleau	Boys Tennis Coach	\$2,329		
Krysten Gabay	PhMS Track Coach	\$ 999		
Sara Socha	Girls Track Head Coach	\$2,330		
Dana Janssen	Girls Asst. Track Coach	\$1,554		

**Recruitment**

Position	Position Status	Location	Posting Date
Bus Route Driver	Replace Karen Meives	Bus Garage	
Bus Route Driver	Replace Mike Morrow	Bus Garage	10-31-2014
World Language Teacher	Per World Language Plan	High School	01-19-2015

**Resignations/Retirements**

Name	Position	Resignation/ Retirement	Effective Date	Years of Service	Location

EDTLOC SRC FUNC PRJ LOCAL SRC	Original Budget	January 2014-15 Monthly Activity	FYTD Activity	2014-15 FYTD & Monthly Activity	January 2013-14 Monthly Activity	2013-14 FYTD &
10R--- 211 50000- ---	4,909,242.00	860,883.31	860,883.31	17.40	943,652.87	19.48
10R--- 213 50000- ---	2,500.00	570.82	570.82	22.83		32.18
10R--- 249 50000- ---	5,000.00	890.62	2,905.87	58.12		48.36
10R--- 264 50000- ---			288.00			
10R--- 271 50000- ---	14,000.00	1,602.00	8,096.95	57.84	1,882.00	86.01
10R--- 279 50000- ---	2,200.00		5,161.80	234.63	571.50	186.15
10R--- 280 50000- ---	9,000.00	538.85	4,456.49	49.52	407.38	40.74
10R--- 292 50000- ---	21,000.00	350.00	12,375.00	58.93		92.25
10R--- 293 50000- ---	14,000.00	723.71	7,612.99	54.38	169.98	68.91
10R--- 341 50000- ---	6,500.00					134.62
10R--- 345 50000- ---	165,875.00					
10R--- 515 50000- ---	1,500.00		1,250.00	83.33		182.00
10R--- 517 50000- ---	4,900.00					
10R--- 612 50000- ---	61,937.00	61,126.00	61,126.00	98.69	60,312.00	100.00
10R--- 613 50000- ---	25,000.00					
10R--- 619 50000- ---	122,850.00		989,681.00	39.30		39.28
10R--- 621 50000- ---	2,551,414.00					100.00
10R--- 630 50000- ---	5,120.00		80,681.00	33.33		33.33
10R--- 650 50000- ---	229,000.00					
10R--- 660 50000- ---	1,040.00					
10R--- 691 50000- ---	6,894.00					
10R--- 730 50000- ---	144,966.00		26,263.32	17.85		8.45
10R--- 751 50000- ---	200,406.00		42,156.01	21.09		
10R--- 780 50000- ---	12,008.79					
10R--- 861 50000- ---			3,770.33			
10R--- 969 50000- ---			0.01			
10R--- 971 50000- ---	25,000.00		25,942.60	103.77		24.52
10R--- 990 50000- ---			1,299.99			
10R--- 999 50000- ---	100.00	7.10	7.10	7.10		3.25
10-----	8,541,452.79	927,692.40	2,134,228.59	24.91	1,006,995.73	25.83
Grand Revenue Totals	8,541,452.79	927,692.40	2,134,228.59	24.91	1,006,995.73	25.83

Number of Accounts: 33

\*\*\*\*\* End of report \*\*\*\*\*

FID	OBJ	FUNC	PRJ	2014-15		January 2014-15		2014-15		January 2013-14		2013-14	
				Original Budget	Monthly Activity	Monthly Activity	FYTD Activity	FYTD %	Monthly Activity	Monthly Activity	FYTD %		
10E	11			1,608,490.80	122,168.14	767,181.25	47.48	112,122.82	46.44				
10E	12			1,624,261.28	127,054.20	781,477.51	47.94	127,628.77	46.32				
10E	13			296,022.70	24,635.10	136,877.47	46.24	23,849.48	44.31				
10E	14			145,814.95	10,552.33	69,979.26	47.99	9,985.16	46.55				
10E	16			133,513.56	18,300.41	67,571.15	50.61	14,047.99	51.18				
10E	17			17,494.82	1,261.83	7,602.34	43.45	1,150.13	31.62				
10E	21			81,918.33	6,543.29	43,303.08	46.71	5,030.53	42.67				
10E	22			212,602.65	9,871.37	94,066.73	43.47	12,005.39	38.74				
10E	23			249,303.06	17,634.57	142,244.73	57.06	16,365.12	54.01				
10E	24			474,718.37	32,113.10	257,955.98	54.34	29,521.58	50.75				
10E	25			1,716,038.23	140,667.14	933,876.22	54.42	148,751.08	46.19				
10E	26			336,807.32	14,283.29	140,190.74	41.62	13,786.62	39.48				
10E	27			103,308.25	16,265.25	46,339.29	44.86	918.79	41.93				
10E	28			500.00									
10E	29			273,113.30	86,791.39	278,083.48	101.82	86,791.39	98.90				
10E	41			675,865.08									
10E	43			493,073.00	7,422.76	25,772.13	4.82	2,021.05	4.24				
10E	49			12,000.00	85.00				0.00				
Grand Expense Totals				8,454,845.70	635,649.17	3,792,521.36	44.58	603,375.90	42.90				

Number of Accounts: 925

Funds Available to the District as of January 31, 2014:

First National Bank (General Checking) 1,463,413.70  
Local Gov't Investment Pool 565.64

**Total 1,463,979.34**

FNB Energy Efficiency Check Account 928,354.98

Current Line of Credit Balance (\$1,500,000 max) 1,500,000

Total Borrowed (through 1/31/15): 0.00

\*\*\*\*\* End of report \*\*\*\*\*