

Phillips Board of Education Regular Board Meeting

Monday, March 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.	Ameresco Project Update	Ameresco	
VI.	Administrative Reports and Committee Reports	Hoogland	
	A. Principal Report – PhMS/PHS		
	1. Students of the Month		
	B. Principal Report - PES	Scholz	
	1. Students of the Month		
	C. Director of Pupil Services Report	Lemke	
	1. Special Education Report		
	2. Update on Speech/Language position		
	3. Update on ACT Testing		
	D. Superintendent Report	Morgan	
	1. World Language Position Update		
	2. Day at the Capitol - March 18th		
	3. Legislative Meeting in Medford - March 31st		
	4. CESA 12 Board/Administrator Conference - April 29th		PDF
	E. Finance Manager Report	Theeder	
	1. 2015-2016 School Meal Prices		4-5
	F. Student Liaison Report	Otto	
	G. Facilities/Transportation Committee - March 12, 2015	Pesko	6-11
	H. Business Services Committee - March 12, 2015	Pesko	
VII.	Items for Discussion and Possible Action		
	A. Leadership Communication Team Proposal for Additional Compensation Funds	Morgan	
	B. Phillips Aquatic Foundation Locker Room Project Update	PAAF Rep	
	C. CESA 12 Contract for 2015-16	Morgan	
	D. Staffing Update	Morgan	
	E. Trap Shooting Club Update	Hoogland	
	F. Hockey Coop Renewal	Hoogland	
	G. Bus Driver Compensation - New Hire Wage/Time	Morgan	
VIII.	Consent Items	Baratka	
	A. Approval of Minutes from February 16, 2015		12-14
	B. Approval of Second Reading of Policy #341.34 School Nutrition and Wellness		15-18

	<p>C. Approval of 2015-16 School Meal Pricing D. Approval of Personnel Report E. Approval of Bills</p>		19 PDF
IX.	Items for Next Board Meeting	Baratka	
X.	<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"> ● 2015-16 Staffing ● Early Retirement Request 	Baratka	
XI.	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.	Baratka	
XII.	Adjourn	Baratka	

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

MEETING DATE: March 16, 2015

TOPIC: Food Service Pricing for 2015-2016

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 \$2.70 for the 2015-16 school year. The School District of Phillips average paid lunch price for school year 2014-15 was \$2.63. Therefore, we are required to adjust our average paid price for the 2015-16 school year.

SY 2014-15 Weighted Average Price			
Monthly # of Paid Lunches	Paid Lunch Price	Monthly Revenue	SY 2014-15 Weighted Average Price
1,862	\$ 2.40	\$ 4,468.80	
1,362	\$ 2.55	\$ 3,473.10	
1,930	\$ 2.90	\$ 5,597.00	
5,145		\$ 13,538.90	\$ 2.63

Note: SY 2014-15 Weighted Average Price equal to or above \$2.70 are compliant for SY 2015-16. \$2.70 is the difference between the Free and Paid reimbursement rates for SY 2014-15.

2015-16 Pricing Estimation Calculator			
Monthly # of Paid Lunches	Paid Lunch Price	Monthly Revenue	Weighted Average Price
1,862	\$ 2.45	\$ 4,561.90	
1,362	\$ 2.60	\$ 3,541.20	
1,930	\$ 2.95	\$ 5,693.50	
5,145		\$13,796.60	\$ 2.68

DPI allows for a maximum increase per year of 10 cents. Our recommendation is to increase 4K – 12 lunch prices by 5 cents at each school (PES, PHMS, and PHS) and leave breakfast prices the same for 2015-2016.

Category	2014-15 Meal Price	2015-16 Meal Price
Lunch		
4K – 5	\$2.40	\$2.45
6 – 8	\$2.55	\$2.60
9 – 12	\$2.90	\$2.95
Adult	\$4.00	\$4.00
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 2015-16

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**Ten Year Planning Guide
For
Maintenance and Capital Planning Best Practices**

The School District of Phillips has invested in the facilities necessary for a high quality educational sound environment for the citizens of the greater Phillips Wisconsin community. The Board of Education's recommendation of a long term (ten-year) facilities plan, through an active, on-going and progressive review of the maintenance of school facilities by the school district leadership team. Accordingly, the "Facilities-Buildings-Grounds" committee has adopted criteria based on industry best practices as a prerequisite for funding and for the determination of the allocation of maintenance incentive apportionment points on eligible projects. As part of the initial discussions with school district personnel the appropriate staff will be asked to submit documentation that demonstrates that the district is actively performing routine and capital maintenance to its school facilities of which will include the historical accounting of past expenditures and projects. The following information describes the activities and practices that the School District of Phillips "Facilities-Buildings-Grounds" committee believes are best practices and are part of a strategy for maintenance, capital planning and budgeting to ensure the long term operation of school facilities.

Staffing

In order to effectively maintain the district's building portfolio, the district should have qualified and sufficient staff and staffing policies to maintain and operate its facilities, including:

- Written job descriptions for custodial and maintenance staff that clearly delineate duties and responsibilities and minimum qualifications.
- Training protocol for newly hired staff including orientation, instructions on operating equipment and major building systems and safety protocols.
- Data driven performance evaluation system for custodial staff that is used to review staff performance annually and that is updated regularly to address new goals and account for new building systems.
- Specialized training for health, safety, code compliance for appropriate staff.
- Training in how to improve the energy efficiency, air quality and comfort of district facilities.
- Vendor contracts as appropriate.

Written Maintenance Manual

A maintenance manual is a written guide consisting of items such as:

- Minimum custodial and routine maintenance standards that govern day to day operations.
- The district's philosophy and approach to maintenance.
- Standards and benchmarks related for the effect outcomes of good maintenance.
- Preventative/predictive maintenance plan and schedule.
- Operating instructions for specialized equipment.
- Instructions regarding emergencies and protocols regarding safety.
- Protocols to maintain healthy air quality and building comfort.

Predictive/Preventative Maintenance

A component of effective maintenance typically includes preventative maintenance which is defined by activities that are performed at regularly scheduled intervals to prevent premature failure or to maximize the useful life of a building system and/or facility. Preventive maintenance applies to all buildings and their building systems and components. All buildings and building systems should have an established baseline for a comprehensive preventative maintenance program. A preventative maintenance program can be implemented more effectively if the district has created an inventory (See Facility Condition Index Check System attached).

A preventative maintenance program includes:

- A detailed listing of activities including, but not limited to, items such as roof inspections, exterior wall inspections, interior flooring and finishes inspections, repainting, door hardware adjustments, window replacement, as well as more traditional items such as bearing lubrication and belt replacements on HVAC equipment and the dates for performance.

Work Order System

A work-order system is a way of systematically tracking planned and completed maintenance activities, including scheduled preventive maintenance and emergencies. Whether the job originates as a problem communicated by building users or as part of planned maintenance projects, a work-order system provides uniformity in planning maintenance jobs. Using work orders for upcoming preventive maintenance tasks helps schedule the work so that it does not get neglected amidst multiple maintenance jobs. Although preventive maintenance tasks can be managed using a manual system, the computerized maintenance management system is now state-of-the-art, increases efficiency and capacity to perform analysis.

The Districts should address facility problems as they occur or are reported and utilize a manual or computerized work order system for managing facility problems.

Budgeting

The district should operate buildings (1) as they were intended, (2) in a cost-effective manner, (3) plan building maintenance as necessary, (4) have a methodical building inspection and preventative maintenance plan, and (5) budget resources for addressing the highest areas of need. The district should:

- Monitor the percentage of the budget spent on buildings, grounds and equipment maintenance from its entire operating budget (according to data the average of non-utility maintenance, not including custodial costs, in was **?.?%** of the total district operating budget.)

Facilities Condition Index (FCI)

Collecting building condition information is necessary to provide building managers with the information needed to plan maintenance and capital projects, set priorities and estimate costs. An inventory is a reliable count of each of the school district's facilities and should contain basic information on (1) the facility's condition, and (2) the various building components and equipment and basic information of their condition. Information in the inventory should include, but not be limited to, the following:

- An account of each facilities, age, square footage, and a basic building history describing any upgrades, major repairs, renovations, and/or additions.
- For each facility, a listing of the building components, their condition and functional performance, as well as the equipment's age, usage, location, warranty information, and model type.

A Facilities Condition Index (FCI) is used to calculate life cycle costs and provides information to help determine whether it is more cost effective to replace or repair building components by tracking the ratio of the cost of correcting all the deficiencies in a given building to the cost of replacing the entire building. The FCI is a relative indicator of condition, and a budgeting tool, where maintenance is budgeted and performed to keep the physical value of the facilities at as close to 100 percent of replacement cost as is reasonable. An FCI provides a linkage between building inventory, condition and systems information to the district's maintenance budget and capital repair/replacement program.

The completed FCI will compute the ratio of the total cost to remedy identified deficiencies to the current replacement value of the facility. A low FCI means the facility is in relatively good conditions and that correcting deficiencies is more cost effective than replacement. A high FCI or one that is greater than 1 may indicate that the facility is in relatively poor condition and that may more cost effective to replace the building rather than modernize it.

Building Inspections Plan

Preventive maintenance is facilitated by an inspection program that is conducted on a regular basis and looks at predetermined building components. Standardized checklists of the components facilitate the process as inspectors are more likely to collect consistent information and complete thorough inspections if they use checklists. This method can make possible year to year comparisons that can be applied uniformly by individuals responsible for the inspections. The district should have:

- Standardized forms and checklists and a standard condition rating system that allows inspectors to observe building components logically and record data uniformly.
- A detailed schedule of inspections for each building within the district and all building components within each building.
- A detailed and regular schedule for testing safety equipment (e.g., fire detection, alarms and suppression).
- A methodology for storing and retrieving the data collected.

- A linkage to the districts work order/capital program plan for deficient items found during inspections.

Long-Term Ten-Year Facility Capital Improvement Plan

A long term (10) ten year capital improvement plan is a systematic approach to addressing deferred maintenance and the replacement of building components that have reached the end of their useful life and. Projections of operating and capital costs should be coordinated with school boards, municipal officials and other policymakers' information in order to anticipate and develop budgets that incorporate the upcoming financial needs.

Key components of a capital improvement plan include:

- A listing of improvements, the number of years expected for completion and an estimated cost of each improvement.
- A ranking by priority, based on the expected remaining life of building systems and/or educational needs.
- An assessment of the financial resources required to fund and operate the desired improvements.
- Coordination with the municipal officials, a link to the budget, routine review for implementation and dedicated funding.

Facility Staff participation in Capital Projects

Consistent participation by facilities staff in capital project activities such as:

- Participation in developing a capital plan.
- Participating in project meetings and design review meetings throughout the planning, design and construction process.

This insures that the perspective of the people who are going to operate the building is taken into consideration and can result in the custodial and maintenance staff taking more ownership of the effective operation of the building.

Segregated Local Capital Projects (Fund 46)

Municipalities and districts that are serious about preserving their assets consistently set aside funds to keep up with the necessary and ongoing capital improvements. This can be effectuated by the:

- Creation and use of segregated local funds or a stabilization fund reserved for use on capital projects.
- Commissioning, re-commissioning and retro-commissioning, of which is delineated as such:
 - A. Commissioning (Cx) is a systematic quality assurance process that begins during design and continues through construction, occupancy, and operations. It is a process of verifying that building elements and systems are installed and operating as designed and specified. The process focuses upon verifying and documenting that the facility and all of its systems, components,

and assemblies are planned, designed, installed, tested, operated, and maintained to meet the Owner's project requirements. Commissioning ensures that the new building operates initially as the owner intended and that building staff are prepared to operate and maintain its systems and equipment.

- B. Re-commissioning (Rx) (the act of "commissioning again") is performing this verification after a number of years of building use and occupancy to ensure that systems are performing appropriately over time.
- C. Retro-commissioning (Retro Cx) is performed on existing buildings that were never commissioned when originally constructed. Retro-commissioning is the systematic process by which the Owner ensures that the building and systems are optimized to perform interactively to meet the current operational needs as closely as possible. This may include remedial design and construction and most often focuses on dynamic energy-using systems with the goal of reducing energy waste, saving energy costs, and identifying and fixing operational defects.
- D. Ideally, the district has an established practice of:
 - Commissioning new buildings or existing buildings subsequent to a renovation or substantial modification (e.g., a classroom is changed into a computer lab);
 - Performing periodic re-commissioning of new/renovated buildings after 5 years of initial commissioning and occupancy of the building;
 - Retesting systems on a five-year cycle relative to baselines established during the original commissioning; and
 - Retro-commissioning older buildings to ensure that the building and systems are optimized to perform interactively to meet the current operational needs as closely as possible.

Energy Conservation and Indoor Environmental Quality

Energy conservation and the quality of the indoor environment in a school are contributing factors to the health and safety of the students and staff and the efficient operation of a school facility. The indoor environmental factors that most influence occupant health and welfare are the thermal conditions, the lighting, and the concentrations of indoor pollutants. Thermal control and lighting are integral in energy management. In order to achieve a healthy environment and control energy consumption, the district should:

- Have a staff person responsible to perform specific tasks such as compliance with environmental quality standards and energy conservation implementation.
- Monitor energy use/costs.
- Routinely implement energy conservation measures.
- Routinely inspect, balance and clean the HVAC components.
- Eliminate water infiltration and remediate mold.
- Actively monitor air changes and the quality of indoor air.
- Eliminate the use of toxic chemicals and has protocols for use of "green" products and materials for cleaning and repairs.

- Implement the practices recommended by the EPA IAQ Tools for Schools Performance.

Visual observations of the facilities should demonstrate the effectiveness and adequacy of maintenance, capital repair efforts and custodial care as evidenced by the cleanliness of the buildings, routine maintenance and prior capital repairs/replacements. In addition to the best practices identified above, encouraging a respectful attitude toward use of the district facilities by the district administration, faculty and students can contribute to the cleanliness, organization and good working order of a building.

MINUTES OF PHILLIPS BOARD OF EDUCATION REGULAR MONTHLY MEETING
Monday, February 16, 2015

- I. The Phillips Board of Education meeting was called to order by President Baratka at 6:00 pm in the 6-12 Learning Center. The pledge of allegiance was recited.
- II. Present: Adolph, Baratka, Distin, Pesko, Rodewald, Willett , and Student Liaison Otto. Absent: Krog, Marlenga and Rose. Administration present: Morgan and Hoogland Others: Staff, students, 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 - None
- V. Administrative and Committee Reports
 - A. Principal Report – PhMS/PH
 - 1) PhMS Students of the Month: Preethi Murugandan (6), Sawyer Kirchmeyer (7), and Lindsey Meives (8)
 - 2) Preethi Murugandan represented Phillips in the CESA #12 Spelling Bee and placed second. She will advance to the next level of competition in Madison.
 - 3) PHS Students of the Month: Tyler Thums (10), Bea Torella (11)
 - 4) PHS co-salutatorian: Emily Fuhr, daughter of Mark and Kim Fuhr, plans to attend either UW-Madison or UM-Minneapolis to pursue business/marketing degree.
 - 5) PHS co-salutatorian: Erica Timmers, daughter of Brad and Tracy Timmers, plans to attend UW-Madison to pursue her goal of becoming a pediatrician.
 - 6) PHS valedictorian: Brianna Kosmer, daughter of Mike and Lettie Kosmer, plans to attend UW-Madison to pursue a degree in English.
 - 7) Recipient of Academic Excellence Scholarship: Brianna Kosmer scholarship for four years to attend WI college or university.
 - 8) Recipient of Technical Excellence Scholarship (new in 2015): Melissa Klimowski scholarship for six semesters at a WI technical college.
 - B. Superintendent Report - Rick Morgan
 1. The WIAA hockey coop renewal is due this spring. Hurley is considering joining with Phillips and Chequamegon or with Ashland. We will have details for approval at the March meeting.
 2. The leadership communication committee began working on a proposal that would put two-thirds of the \$20,000 additional compensation into an all-employee opportunity to earn a bonus by participating in a culture/climate initiative. The committee will be refining its proposal at their February meeting and will present a plan to the board in March.
 3. There is an interest meeting being held on February 25 for students to explore participating in a new club sport for trap shooting. An update will be presented at the March meeting.

4. Staff inservice days for 2015-016 have been set for August 24th and August 25th. All staff will be present for the first day and board members are encouraged to attend and help with the afternoon picnic dinner.
- C. Student Liaison Report
 1. After talking with students, a class in website development would be preferred over the idea of an extra-curricular or club activity.
 2. One of the Logger Reports on the radio this month was on federal funding and the food service program. The radio program is a new way to communicate with students.
 3. Winterfest is this week. A list of activities for the week was reviewed.
 - D. Mark Distin reported on the 2015 Education Convention held in January. He enjoyed the opportunity to meet and discuss with other small school representatives and encouraged all board members to try and attend this convention in the future. Two take-home items from the conference included technology updates and concerns and community education programs.
 - E. Policy committee met on February 11, 2015 and worked on revisions to #341.34 School Nutrition and Wellness in preparation for the food service audit to be held in March. The committee will also be reviewing overlap in Board Policy and Employee Handbook this spring.
 - F. Business Services committee met on February 12, 2015. Items discussed included the need for increased FTE for speech/language pathologist, hourly versus daily compensation for current and future bus driver, retro pay concern for three drivers, and maintenance concerns for everyday fixable items.
 - G. Facilities/Transportation committee met on February 12, 2015. Discussed the Act 32 contingency funds. The committee will be working on a list of proposed items for board approval this spring. Discussed two buses with expensive repairs needed; a decision was made to fix one and scrap the other. Met with an individual is who willing to start working on maintenance work on the fleet (oil changes, grease, lights, etc.).

VI. Items for Discussion and Possible Action

- A. Ameresco representative gave the monthly report on the projects. The lighting project is in the installation stage and is 70% 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 complete. Gym fixtures will be replaced beginning February 23rd. The burner replacement project is complete and working well. The automation controls project is 35% complete. On-site work began February 2nd in the middle school. Construction on the roof over the kitchen and auditorium areas will resume next spring after school is done. The district is currently benefiting from lighting savings and natural gas from improved burner efficiency. This equates to approximately \$3,000 of energy cost savings to date.
- B. Motion (Willett/Adolph) to hire a 40% long-term substitute speech/language pathologist for the remainder of the school year. Motion carried 6-0.
- C. Motion (Willett/Rodewald) to revise the base pay for two bus drivers for the past two years and one bus driver for the past year and issue retro pay for the 2014-15 school year only. Motion carried 6-0. All base rates will be final. New hires will be paid at a rate to be determined

- VII. Motion (Willett/Krog) to approve following consent items. Motion carried 6-0.
- A. Approve minutes from January 19, 2015 regular board meeting.
 - B. Approve the first reading Policy #341.34 School Nutrition and Wellness revisions.
 - C. Approved personnel report - continued recruitment of bus route drivers and world language teacher, hiring of Christine Viers as PES second-shift custodian, renewal of spring season coaches (Courtney Graff - girls soccer; Mike Rocheleau - boys tennis; Krystin Gabay - PhMS Track; Sarah Socha - PHS girls track; Dana Janssen - assistant track), PES custodian and world language teacher.
 - D. Approval of bills from January 2015 (#338199-338364 and wires) for \$801,282.23..
- VIII. The next regular board meeting will be held on March 16, 2015 at 6:00 p.m. Items for discussion include Ameresco report, bus driver compensation, 15-16 staffing, world language teacher update, Day at the Capitol, CESA #12 contract, LCT report, Trap Shooting Club update, and Hockey coop renewal update. Closed session will be needed for staffing report
- IX. Motion (Rodewald/Pesko) 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 to discuss administrative contracts and early retirement request. Motion carried 5-1 with roll call vote.
- X. Motion (Adolph/Rodewald) to reconvene into open session. Motion carried 6-0.
- XI. Motion (Willett/Adolph) to adjourn. Motion carried 6-0. Meeting adjourned at 8:30 pm.

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, food service 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 classes available for high school credit*

- 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/Radio*

- 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, 03/16/15

**Personnel Report - Amended
February 12, 2015 - March 12, 2015**

New Hires/Transfers

Name	Location Position Description	New Salary	Previous Employee Salary	Effective Date

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
40% LTE Speech/ Language Pathologist	Increase in FTE	District Wide	02-27-2015

Resignations/Retirements

Name	Position	Resignation/ Retirement	Effective Date	Years of Service	Location



ESA #12 Cooperative Educational Service Agency #12
Northern Wisconsin Community Schools Working Together



**CESA #12
Board/Administrator
Conference
Wednesday, April 29, 2015
Lakewoods Resort, Cable**

“Achievement for All”

This conference will focus on providing information and strategies that have been successfully used by Wisconsin Educators to raise the achievement of all students, close the achievement gap and promote excellence in our schools.

5:00-6:00 P.M.

Social Hour/Registration

6:00-6:20 P.M.

Opening Remarks

Kenneth Kasinski, CESA #12 Administrator

Jim Crandall, CESA #12 Board Chair

6:20-7:00 P.M.

Dinner

7:00-8:00 P.M.

Dr. Chrishirella Warthen

Title I and School Support - Student and School Success

Wisconsin Department of Public Instruction

8:00-9:00 P.M.

John Ashley

Executive Director

Wisconsin Association of School Boards

Registration Fee: **\$50** per participant (**\$30** Guest) To register contact your district office by **Tuesday, April 21st.**

For further information contact: Linda Toldness at lindat@cesa12.org

FYTD	OBJ	FUNC	PRJ	OBJ	2014-15 Original Budget	February 2014-15 Monthly Activity	FYTD Activity	2014-15 FYTD \$	February 2013-14 Monthly Activity	2013-14 FYTD \$
10E	---	11	----	---	1,608,490.80	128,430.02	888,811.27	55.01	112,634.29	55.76
10E	---	12	----	---	1,624,261.28	124,806.06	906,283.57	55.60	124,659.00	53.76
10E	---	13	----	---	296,022.70	23,642.47	160,519.94	54.23	22,286.28	51.58
10E	---	14	----	---	145,814.95	10,137.04	80,116.30	54.94	9,783.37	53.38
10E	---	16	----	---	133,513.56	3,871.69	71,442.84	53.51	2,231.18	53.14
10E	---	17	----	---	17,494.82	1,338.25	8,940.59	51.10	1,178.01	37.57
10E	---	21	----	---	81,918.33	9,379.24	56,682.32	59.76	6,163.00	49.73
10E	---	22	----	---	212,602.65	20,383.13	114,449.86	53.42	10,220.35	43.47
10E	---	23	----	---	249,303.06	15,710.51	160,755.24	64.48	14,805.56	59.58
10E	---	24	----	---	474,718.37	33,660.87	291,616.85	61.43	31,058.78	57.06
10E	---	25	----	---	1,716,038.23	146,496.36	1,080,372.58	62.96	134,415.47	53.83
10E	---	26	----	---	336,807.32	13,104.95	153,295.69	45.51	14,416.13	43.68
10E	---	27	----	---	103,308.25	19,473.60	65,812.89	63.33	35,572.13	75.47
10E	---	28	----	---	500.00					
10E	---	29	----	---	273,113.30		278,083.48	101.82		98.90
10E	---	41	----	---	675,865.08					
10E	---	43	----	---	493,073.00	670.00	26,442.13	4.95	7,064.50	5.77
10E	---	49	----	---	12,000.00					0.00
Grand Expense Totals					8,454,845.70	551,104.19	4,343,625.55	51.06	526,488.05	49.01

Number of Accounts: 934

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

Funds Available to the District as of February 28, 2014:

First National Bank (General Checking) 2,775,278.54
Local Gov't Investment Pool 566.03

Total 2,775,844.57

FNB Energy Efficiency Check Account 853,214.62

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

Total Borrowed (through 2/28/15): 0.00

FYDLOC	SRC FUNC	PRJ LOCAL	SRC	2014-15 Original Budget	February 2014-15 Monthly Activity	FYTD Activity	2014-15 FYTD \$	February 2013-14 Monthly Activity	2013-14 FYTD \$
10R---	211 50000-	---	CURRENT YEAR PROPERTY TAX	4,909,242.00	2,005,565.13	2,866,148.44	57.96	1,870,893.72	58.09
10R---	213 50000-	---	MOBILE HOME TAX	2,500.00		570.82	22.83	708.17	69.45
10R---	249 50000-	---	TRANSPORTATION FEES	5,000.00		2,905.87	58.12	159.43	51.37
10R---	264 50000-	---	SURPLUS NON-CAPITAL OBJECTS			288.00			
10R---	271 50000-	---	ADMISSIONS	14,000.00	6,861.00	14,957.95	106.84	1,708.00	98.66
10R---	279 50000-	---	OTHER SCHOOL ACTIVITY INCOME	2,200.00		5,161.80	234.63		186.15
10R---	280 50000-	---	INTEREST ON INVESTMENTS	9,000.00	738.23	5,194.72	57.72	664.36	49.04
10R---	292 50000-	---	STUDENT FEES	21,000.00		12,375.00	58.93	200.00	93.20
10R---	293 50000-	---	RENTALS	14,000.00	180.00	7,792.99	55.66	152.14	70.36
10R---	341 50000-	---	REGULAR DAY SCHOOL	6,500.00					134.62
10R---	345 50000-	---	OPEN ENROLLMENT WI SCH. DIST.	165,875.00					
10R---	515 50000-	---	TRANSIT OF AIDS INTER. SOURCES	1,500.00		1,250.00	83.33		182.00
10R---	517 50000-	---	TRANSIT OF FEDERAL AIDS	4,900.00					
10R---	612 50000-	---	TRANSPORTATION AID	61,937.00		61,126.00	98.69		100.00
10R---	613 50000-	---	LIBRARY AID	25,000.00					
10R---	619 50000-	---	OTHER STATE AID	122,850.00					
10R---	621 50000-	---	EQUALIZATION AID	2,551,414.00		989,681.00	39.30		39.28
10R---	630 50000-	---	SPECIAL PROJECT GRANTS	5,120.00		161,362.00	66.67	76,359.91	66.67
10R---	650 50000-	---	SAGE AID	229,000.00	80,681.00				
10R---	660 50000-	---	STATE REVENUE THROUGH LOCAL	1,040.00					
10R---	691 50000-	---	COMPUTER AID	6,894.00					
10R---	730 50000-	---	SPECIAL PROJECT GRANTS	144,966.00		26,263.32	17.85		8.45
10R---	751 50000-	---	ESEA TITLE IA	200,406.00		42,156.01	21.09		
10R---	780 50000-	---	FED AID THRU STATE NOT DPI	12,008.79					
10R---	861 50000-	---	EQUIPMENT SALES/LOSS		17,997.65				
10R---	969 50000-	---	OTHER ADJUSTMENTS					0.01	
10R---	971 50000-	---	REFUNDS - PRIOR YR., E-RATE	25,000.00		25,942.60	103.77		24.52
10R---	990 50000-	---	MISCELLANEOUS			1,299.99			
10R---	999 50000-	---	COPY FEES	100.00		7.10	7.10		3.25
10----	---	---	GENERAL FUND	8,541,452.79	2,112,023.01	4,246,251.60	49.57	1,950,845.73	48.39
Grand Revenue Totals				8,541,452.79	2,112,023.01	4,246,251.60	49.57	1,950,845.73	48.39

Number of Accounts: 33

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