

# Phillips Board of Education Regular Board Meeting

Monday, January 16, 2017  
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.

Board Meeting Agenda		Facilitator	Page #
I.	Call to Order (Pledge of Allegiance)	Pesko	
II.	Roll Call of Board Members	Pesko	
III.	Review of Compliance of Open Meeting Law	Pesko	
IV.	Public Participation Forum	Pesko	
V.	Administrative Reports and Committee Reports		
	A. PES Principal Report	Scholz	
	1. Students of the Month		
	B. PhMS/PHS Principal Report	Hoogland	
	1. Students of the Month		
	C. Director of Pupil Services Report	Lemke	
	D. Superintendent Report	Morgan	
	1. State Education Convention		
	2. Facilities Space Utilization Update		
	E. Student Liaison Report	Edwards	
	F. Policy Committee	Burkart	
	1. #330 Curriculum Development and Adoption		
	G. Business Services Committee	Rodewald	
	H. Curriculum Committee	Distin	
VI.	Items for Discussion and Possible Action		
	A. Board/Administrative Retreat Report	Pesko	
	B. 2017-18 School Year Calendar	Hoogland	
VII.	Consent Items		
	A. Approval of Minutes from December 19, 2016 Regular Board Meeting	Pesko	
	B. Approval of Personnel Report		
	C. Approval of Bills		
VIII.	Items for Next Board Meeting	Pesko	
IX.	Motion to convene into executive session at the conclusion of the open session pursuant to WI Stat. Sec. 19.85(1)(c) 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.	Pesko	
	• Preliminary Administrative Recommendations for 2017-18 Staffing		
X.	The Board may reconvene into open session pursuant to WI Stat. Sec. 19.85(1), if necessary, to act on motions made during the executive session.	Pesko	
XI.	Adjourn	Pesko	

The Board of Education recognizes its responsibility for the quality of the educational program for the School District of Phillips. To this end, the curriculum shall be developed, evaluated, and adopted on a continuing basis and in accordance with a plan for curriculum growth established by the District Superintendent.

The function of planned curriculum is to answer the question, "Of all the things that could be taught/learned, what are the things (processes, knowledge, skills, concepts, etc.) that MUST be learned?" Writing curriculum represents the selection of what is most important to be taught.

For the purposes of this policy and consistent communication through the District, curriculum shall be defined as all the planned activities of the schools, including formal classroom instruction, on-line/distance education, and out-of-class activity, both individual and group, necessary to accomplish the educational goals of the District.

The Superintendent shall recommend to the Board such courses of study as are deemed to be in the best interests of the students and are needed to comply with State law.

The Board directs that the curriculum of this District:

- A. Provides instruction in courses consistent with statute and regulations of the Department of Public Instruction or appropriate State agency.
- B. Ensures, consistent with Wis. Stats. 115 and other applicable Federal and State laws and regulations, that special learning needs of students are provided for in the context of the regular program or classroom and provides for effective coordination with programs or agencies that are needed to meet those needs that cannot be dealt with in the regular program or classroom.
- C. Be consistent with the District's Strategic Plan.
- D. Be consistent with 118.30 Wis. Stats., incorporating State-recommended performance standards for students as the basis for determining how well each student is achieving curriculum objectives.
- E. Allows for the development of individual talents and interests as well as recognizes that learning styles of students may differ.
- F. Encourages students to utilize guidance and counseling services in their academic and career planning.
- G. Utilizes a variety of learning resources to accomplish the educational goals.
- H. Provides justification in terms of the goals of this District, especially when it is proposed to take the place of an existing course of study.

#### Request Procedure and Timeline for Curriculum Change

All requests for change are to be placed in writing.

- A. Curriculum requests shall be presented to the Superintendent by November 1 of the year preceding the year in which the change is proposed to be implemented.
- B. Anticipated changes or proposals shall be identified as experimental, a pilot study in one school, or a general course or program revision for system-wide implementation.

- C. The written request for change should contain the following information:
1. The reason for initiating the change, including the anticipated benefits to students.
  2. A brief description of the proposed changes in the unit or course.
  3. The evaluation procedures which will be used to measure effectiveness.
  4. Budgetary implications of the proposed change, including staff, facilities, or materials.
- D. Timelines:
1. Received by the superintendent by November 1 prior to the year of implementation.
  2. Program Development Committee meets prior to the end of November.
  3. Program Development Committee will make recommendation at the December board meeting.

#### Program Development Committee

The continuous development of the educational programs is critical to the basic mission of the School District of Phillips. The Program Development Committee is committed to the continuous improvement of all aspects of teaching and learning.

The Program Development Committee is comprised of:

- Elementary school representative (1)
- Middle school representative (1)
- High school representative (1)
- Director of Special Education/Pupil Services
- Principal PreK-5
- Principal 6-12
- Board of Education ( no more than 2)
- Member of Community (1)

All Program Development Committee meetings are open to the public.

*Cross Reference: 813/333 School-Community/Parent Involvement Policy*

*Approved: December 20, 2010*

# School District of Phillips

2017-2018

July 2017						
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30	31					

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November 2017						
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December 2017						
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February 2018						
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May 2018						
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June 2018						
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Beginning of Quarter      9/1, 11/6, 1/23, 4/1

Vacation / No School      9/4, 11/20-24, 12/25-1/1, 2/1-2, 3/2, 3/30-4-2, 5/28

No school for students, Staff Inservice Days      August 22 - 6-12 Open House

1:00 pm release days, District Collaboration

★ Graduation: May 25, 2018

\* Price County Fair ~ August 23-27

\* Staff Inservice ~ will also need one floating day during summer

Last day of classes

MINUTES OF PHILLIPS BOARD OF EDUCATION REGULAR MONTHLY MEETING  
Monday, December 19, 2016

- I. The Phillips Board of Education meeting was called to order by President Pesko at 5:00 pm in the 6-12 Learning Center. The Pledge of Allegiance was recited.
- II. Present: Adolph, Burkart, Distin, Krog, Marlenga, Pesko, Rodewald, Rose, Willett, and Student Liaison Morgan. Administration present: Morgan, Hoogland, Lehman, Lemke and Scholz. Others: Staff and Price County Review.
- III. President Pesko 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. Elementary Principal Report - Students of the month for October - Delaney Fore (Grade 1) and Philip McClain (Grade 3) and for November - Carter Richards (Kdgn) and Madison Holm (Grade 2)
  - B. Phillips Middle/High School Principal Report.
    1. Students of the month for December are Hali Hebert (Grade 6), Mara Mulligan (Grade 7), McKenzie Featherly (Grade 8), and Juniors Aaron Hickerson and Caroline Neerdaels.
    2. The scheduling process for next year has started.
    3. The social studies curriculum needs to be reviewed to better match with other schools. Teacher have already met to begin this process.
    4. The PhMS gym scoreboard will be replaced. Funds are being designated for this project from activity accounts and athletic budgets.
  - C. Director of Pupil Services Report
    1. Rebecca Macholl, district assessment director and Rebecca Anderson guidance counselor were present to share with the board information on the District Report Card and 2015-16 State Assessments. The District received Exceeds Expectations on the Report Card with Elementary at Significantly Exceeds Expectations, the Middle School and the High School with Meets Expectations. Assessments will remain the same for the 2016-17 school year using Forward Exam, ACT and ACT Aspire and Workkeys. Trends or comparisons will not be useful until the 2017-18 school year due to three different tests being used in the past three years.
    2. Goals for the upcoming assessments will be to increase the advanced category for all subjects, to find the best fit for our 2016-17 testing window, and to motivate students to set goals and see the assessments in a positive light.
  - D. Superintendent Report
    1. The Price Co. Review ran an article on the facilities utilization committee and several community members have volunteered. Superintendent Morgan encouraged Board members and audience to forward names of potential members to the district office.
    2. Marc Peterson expressed concerns with the current additional compensation plan in regard to its sustainability and stability and the effect it has on school climate.
  - E. Student Liaison Report

1. The cross country team raised \$200.00 with a bake sale for the cross country coach in Prentice that is having health issues.
  2. The whole district will be wearing orange on Wednesday, December 21 in support of Prentice middle school student who is battling leukemia. Fundraisers are also in place for this family.
  3. Student athletes participated in the Christmas parade.
  4. Winter athletics are underway with meets and games
  5. Three of the four students who entered the Business Skills Competition in Rice Lake scored in the top three of their areas of competition.
  6. A blood drive will be held at PHS on January 4th.
  7. PHS will have a talent show on Friday, December 23rd.
- F. Policy committee met on December 14th and discussed volunteer drivers. It was decided that administrative procedures in place meet the need and no policy is required. The curriculum development policy will be suspended so that the curriculum committee can move forward with their work and collaborate in the creation of a new policy. Items for next meeting include review of transportation policies and curriculum development adoption.
- G. Business services committee met on December 15th and discussed the additional compensation fund and SLATE conference. All administrators attended this conference this year and were able to bring back good ideas for implementation of technology in their buildings. The plan is to bring a team of teachers to next year's conference. Administrators will be looking to the Board for direction on future technology goals.
- H. Curriculum committee did not meet in December.
- I. The School forest committee met on December 12th and reviewed progress on the site preparation. The work should be completed this week. Nick Gabay will be working on plans for the building. Electricity will cost about \$10,000. The committee decided to begin the process with a down payment to guarantee a price. Subcommittees were formed and will meet prior to the January committee meeting. Harmony forest will be harvested next summer.
- VI. Items for Discussion and Possible Action
- A. Dale Houdek gave the grant writer quarterly report.
1. The broadband committee continues to work on the grant application due in June
  2. Researching the need for an AODA grant with high school staff.
  3. Submitted the Fab Lab grant on December 14th.
  4. Completing an interim report for Financial Literacy grant and end of year grant report for WEEB grant both due in December.
  5. Discussion of waived fees for 2015-16 grants and fees for 2016-17 grants
  6. Discussion of the process to write the Fab Lab grant.
- B. We will most likely be denied access to the eight-man football conference we applied for. The athletic director will continue to look for games to schedule.
- VII. Consent Items - motion (Willett/Krog) to approve consent items as listed. Motion carried 9-0.
- A. Approved minutes from November 21, 2016 regular board meeting
  - B. Approved hiring of Tara Strassburger as PhMS head girls basketball coach
  - C. Approve bills from November 2016 (#341514-341674 and wires) for \$648,003.00.
- VIII. The next regular board meeting will be held on January 16, 2017 at 6:00 pm. Items to include on agenda are 2017-18 school calendar and report from board retreat.

- IX. Motion (Krog/Willett) to convene into executive session at the conclusion of the open session
- A. Pursuant to WI Stat. Sec. 19.85(1)(c) 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.
    - Sabbatical Leave Request
  - B. Pursuant to WI Stat. Sec 19.85(1)(f) for the purposes of considering personal history of a student.
    - Graduation Request
- Motion carried with roll call vote 9-0 at 6:45 p.m.
- X. The Board may reconvene into open session pursuant to WI Stat. Sec. 19.85(1), if necessary, to act on motions made during the executive session.
- XI. Motion (Marlenga/Adolph) to reconvene into open session. Motion carried 9-0.
- XII. Action Items
- A. Motion (Distin/Willett) to honor graduation request. Motion carried 9-0.
  - B. Motion (Willett/Krog) to honor sabbatical extension through 2017-18 school year. Motion carried 9-0.
- XIII. Motion (Willett/Adolph) to adjourn at 7:00 pm. Motion carried 9-0.

Respectfully submitted,

Wendy Rodewald, Clerk  
Board of Education



**Personnel Report  
December 17, 2016 - January 13, 2017**

**New Hires/Transfers**

<b>Name/Position</b>	<b>Position Description</b>	<b>New Salary</b>	<b>Previous Employee Salary</b>	<b>Effective Date</b>
Mark Fuhr Girls Varsity Soccer Coach	Replace Courtney Graff	\$2,388.60	Same	Spring Season

**Recruitment**

<b>Position</b>	<b>Position Status</b>	<b>Location</b>	<b>Posting Date</b>
FBLA Advisor	Replace Jean Flower	Phillips High School	08-31-2015

**Resignations/Retirements**

<b>Name</b>	<b>Position</b>	<b>Resignation/ Retirement</b>	<b>Effective Date</b>	<b>Years of Service</b>	<b>Location</b>
Mark Fuhr	Boys Varsity Soccer Coach	Resignation	1-16-2017	1	PHS

School District of Phillips  
Board Exp Check (Date: 12/2016)

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FDT	OBJ	FUNC	PRJ	2016-17		2016-17		2015-16		FYTD %
				Revised Budget	Monthly Activity	FYTD Activity	Monthly Activity	FYTD %	Monthly Activity	
10E	---	11	---	1,664,703.00	132,629.13	659,132.21	39.59	129,167.03	39.07	
10E	---	12	---	1,614,134.00	137,738.73	691,740.09	42.86	118,434.10	39.18	
10E	---	13	---	329,116.00	25,310.69	130,624.23	39.69	23,129.18	40.61	
10E	---	14	---	150,867.00	14,919.22	68,020.20	45.09	12,710.72	41.72	
10E	---	16	---	142,173.00	6,916.77	48,478.07	34.10	4,708.72	34.83	
10E	---	17	---	21,144.00	846.72	8,197.56	38.77	1,439.74	45.36	
10E	---	21	---	136,084.00	8,255.16	48,198.29	35.42	10,302.90	42.30	
10E	---	22	---	220,374.00	16,812.57	70,836.54	32.14	13,930.82	35.09	
10E	---	23	---	269,780.00	27,636.00	137,311.69	50.90	15,023.50	48.61	
10E	---	24	---	522,277.84	36,867.10	237,620.72	45.50	35,250.25	48.03	
10E	---	25	---	1,877,817.00	121,855.63	774,358.11	41.24	109,133.67	47.06	
10E	---	26	---	341,111.00	69,283.52	195,921.92	57.44	32,138.52	42.49	
10E	---	27	---	128,754.00	128,754.00	83,927.16	65.18		85.98	
10E	---	29	---	129,249.68	129,249.68	86,167.98	66.67		61.27	
10E	---	41	---	840,966.00	2,826.40	26,514.48	4.80	6,900.80	3.24	
10E	---	43	---	552,191.00						
10E	---	49	---	2,040.00						
Grand Expense Totals				8,942,781.52	607,161.64	3,267,049.25	36.53	525,403.63	37.00	

Number of Accounts: 989

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

**Funds Available to the District as of December, 2016:**

First National Bank (General Checking) 975,521.29  
 Local Gov't Investment Pool 640.36  
 First National Bank (Savings) 4,299.99  
**Total 980,461.64**

Flex Spending (Checking) 8,056.15

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

Total Borrowed (through 12/31/16): 0.00

FDNLOC SRC FUNC	PRJ LOC SRC	2016-17 Revised Budget	2015-16 December Monthly Budget	December 2015- Monthly Activi	2016-17 FYTD Activity	2015-16 FYTD Activity	2016-17 FYTD %	2015-16 FYTD %
10R---	211 50000-	4,581,333.00	5,155,314.00					
	---	2,488.00	2,463.00	644.26	644.26	775.33	25.89	31.48
10R---	213 50000-	9,465.00	9,371.00	-114.78	3,054.87	3,293.23	32.28	35.14
	---	1,416.00	1,402.00	960.00		213.40		15.22
10R---	249 50000-	15,000.00	15,000.00	1,732.00	6,359.14	8,806.22	42.46	58.71
	---	12,960.00	8,300.00	2,292.80	7,978.90	7,365.90	61.57	88.75
10R---	264 50000-	7,464.00	9,330.00	386.78	3,522.30	3,479.64	47.19	37.30
	---	15,500.00	15,500.00	710.00	14,691.00	14,355.00	94.78	92.61
10R---	271 50000-	14,000.00	14,000.00	3,357.42	7,645.90	7,331.81	54.61	52.37
	---	233,806.00	148,712.00	2,727.00	2,727.00			181.80
10R---	515 50000-	1,500.00	1,500.00					
	---	4,900.00	4,900.00					
10R---	517 50000-	65,000.00	65,462.84					
	---	31,018.00	31,018.00					
10R---	612 50000-	119,850.00	201,490.29					
	---	2,718,191.00	2,514,777.00	697,548.00	1,068,727.00	988,256.00	39.32	39.30
10R---	621 50000-	11,361.00	5,120.00	5,120.00		5,120.00		100.00
	---	210,652.52	210,652.52			70,227.00	32.58	33.34
10R---	650 50000-	2,113.00	2,113.00					
	---	6,969.00	7,486.00					
10R---	691 50000-	180,322.00	181,255.00					
	---	207,494.00	207,494.00			29,243.68		14.09
10R---	751 50000-	42,500.00	73,476.09					
	---	3,000.00	3,000.00			3.00		
10R---	780 50000-	66,267.58	45,000.00	80.00	17,587.90	44,312.69	26.54	98.47
	---	10,000.00	58,361.55		7,439.45		74.39	
10R---	969 50000-	200.00	200.00	15.00	7.55	25.00	3.78	12.50
	---	8,574,770.10	8,992,718.29	631,934.38	1,206,300.27	1,185,534.90	14.07	13.18
10R---	971 50000-							
	---	8,574,770.10	8,992,718.29	705,784.48	1,206,300.27	1,185,534.90	14.07	13.18
10R---	990 50000-							
	---							
10R---	999 50000-							
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10----	-----							
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Grand Revenue Totals		8,574,770.10	8,992,718.29	705,784.48	1,206,300.27	1,185,534.90	14.07	13.18

Number of Accounts: 34

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