

Phillips Board of Education
Regular Board Meeting

Monday, March 19, 2018
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 – 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.	Pesko	
V.	Recognition of Donations to the District	Pesko	4
VI.	Administrative Reports and Committee Reports		
	A. Phillips Elementary School Principal Report	Scholz	
	1. Students of the Month		
	B. Phillips Middle/High School Principal Report	Hoogland	
	1. Monthly Student Awards		
	2. PHS Technical Excellence Scholarship		
	C. Director of Pupil Services Report	Lemke	
	D. Superintendent Report	Morgan	
	1. Additional Compensation Plan 2018-19		5-7
	2. April 3rd Referendum Process Update		
	E. Student Liaison Report	Hickerson	
	F. Business Services Committee Report	Burkart	
VII.	Items for Discussion and Possible Action		
	A. Additional Compensation Plan for 2018-19	Morgan	
	B. Hockey Coop for 2018-19	Hoogland	
VIII.	Consent Items	Pesko	
	A. Approval of Minutes from February 19, 2018 Board Meeting		8-10
	B. Approval of Personnel Report		11
	C. Approval of Bills		PDF
IX.	Items for Next Board Meeting	Pesko	
X.	Motion to convene into executive session at the conclusion of open session pursuant to WI Stat. Sec. 19.85(1)(g) for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. <ul style="list-style-type: none"> • Confer with legal counsel 	Pesko	

XI.	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	
XII.	Adjourn	Pesko	

Donations from October 1, 2017- February 28, 2018

Cash Donations:

Medford Coop

Time Federal (LUBC)

Heritage Credit Union (LUBC)

WI Tavern League

Shirley Smith

Glass to Go

Lionite

Propane Grant

Gym Equipment

Logger Camp Scoreboard

Needy Student Fund

Needy Students (Valentines/Father-Daughter Dance)

Aaron Hickerson's Community Service Project

Aaron Hickerson's Community Service Project

*Logger United Booster Club

Material Donations:

A&W

Lola's Lunchbox

Many community Members

Monthly coupon for Fly-into-Reading Winners

21 Bags of Rhino Crunch for Fly-into-Reading Winners

Donations of food and cash to the high school food pantry

Ongoing Donations:

R-Store

4th Quarter Check for Logger Gas Pump



SCHOOL DISTRICT OF PHILLIPS

"Preparing for Tomorrow"

P.O. Box 70, Phillips, Wisconsin 54555-0070

Phone 715-339-2419 FAX 715-339-2416 www.phillips.k12.wi.us

Rick Morgan, Superintendent

Molly Lehman, Finance Manager

Additions

Deletions

Additional Compensation Plan

2018-2019

The School District of Phillips believes that all employees have access to this additional compensation plan in an effort to recruit and retain the highest quality employee in every department of our school district. Therefore, the structure of this plan will be guided by a consistent method of qualification for advancement in (additional compensation).

The critical components of this plan are as follows:

Statement of Beliefs (Learning Targets)

I can...

- Model what is expected
- Nurture a safe, healthy and trusting environment
- Provide a challenging and engaging curriculum
- Promote lifelong learning
- Encourage student participation in decision making
- Build school, family and community partnerships
- Celebrate diversity, talents and strengths
- Foster continuous improvement
- Encourage innovation for self and others

Basic Structure

- Additional compensation is separate from annually negotiated compensation. (The current system of base pay and supplemental pay.)
- Employees cannot receive additional compensation in consecutive years.
- Additional compensations is available to employees not on an improvement plan.
- The attainment of points within a rubric will determine advancement.
- Accrual of points will be cumulative lifetime.
- Point accrual rubric will contain sections that are appropriate for every department of the school district's workforce.
- A digital portfolio is the preferred method to document qualification for additional compensation, however, a print form is available in the district office.
- Request for additional compensation must be submitted to the employee's direct supervisor on or before April 1st of any given year in order for the advancement to be considered for the next fiscal year. (Example: April 1, 2017 for the 2017-18 school year).

- Completion of all components of the additional compensation request must be completed on or before June 15th in order to be applied to the next budget year.
- Approval or denial of the request for additional compensation must be provided to the applicant in writing. The written justification of approval or denial must specify the supervisor or superintendents reason(s) for the approval or denial.
- The superintendent will review all applications for additional compensation that were submitted to the direct supervisors. This review will determine if the direct supervisors decision is to be accepted or rejected by the superintendent. All applications and the administration's written review will be presented to the Board of Education (appointed panel) on or before the April regular board meeting.
- Contracts or Intent to offer letters will be issued on or after May 15th and must be signed and returned on or before June 15th, or as otherwise guided by Wisconsin state statutes.
- The Board of Education (appointed panel) will review and make final determination of only the applications that have been denied or rejected.

Accrual of Points

- All employees are eligible to earn and accrue points.
- Point accrual is lifetime cumulative.
- The number of points necessary for advancement is 50 points for certified staff and 25 points for support staff.
- Additional compensation in the amount of \$2,000.00 will be awarded to certified staff and support staff working 260 day contracts. Support staff with less than 260 day contract the amount will be prorated by total # of hours/2080 to equal \$.97/hour increase.
- If a monetary value is currently awarded for an activity, event or learning opportunity the employee may continue to accept that payment or provide written notice to the district office of the fact that they intend to convert the activity, event or learning opportunity to points in accordance with the rubric and not receive the monetary payment. Once converted, the activity can no longer be done for pay.
- Completion of verification forms, if required, will need to be signed within two calendar weeks following completion of the activity.
- Point Collection or Forms will be maintained by the employee and made part of the formal application process upon submission.
- Workshop points cap at 10 points per year. (Delete this Point)
- Admin Team Discretionary points: The district administration team (Superintendent, 6-12 Principal, Special Education Director, PK-5 Principal and Business Manager) will review and approve discretionary points as recommended by students, staff, business partners, parents and/or interested community members.
 - * letters of support
 - * demonstrated effort fostering camaraderie
 - * supporting extracurricular or community activities
 - * Building or classroom initiative connected to community/business
 - * New and innovative practice/instruction
 - * Book study of topic relating to area of need/interest
- Master's Degree and National Board Certification and/or Doctorate recipients will receive a one-time compensation advancement of \$2,000.00 for each degree attained.

Professional Staff Points

<u>Activity, Event or Learning Opportunity</u>	<u>Points</u>
• 1 Graduate level course credit	5/credit for 1st five, then 3 points
• PDP Plan Work - Delete/Obsolete	
• 1 Day workshop (non-school day)	3
• 1 Day workshop (school day)	1
• 1 hour of professional development (max of 5 points/year)	.5
• Mentoring/Mentee	10/year
• PDP Team Reviewer - Delete/Obsolete	
• Workshop/In-Service presenter	5
• Supervising a student teacher or intern	5
• Article published in a professional journal	10
• AP Course Teacher Certification	2
• Dual Credit Course	1/course
• Student meetings (IEP/504/CST)	.5
• School Special Event/Outreach Events (outside of work day)	.5/hour
• Committee assignment (per session)	.5
• Department or building leadership assignment (committee chair)	2
• Educator effectiveness-Effective/Distinguished - 3 year cycle	5/7
• Administration Discretionary Points	
• Innovative Program Research and/or Development (Implementation Yr)	Admin Discretionary

Support Staff Points

<u>Activity, Event or Learning Opportunity</u>	<u>Points</u>
• 1 Day workshop (non-school day or administrative request - delete)	3 To match above
• 1 Day workshop (school day)	1
• 1 hour of professional development (max of 5 points/year)	.5
• Mentoring/Mentee	5
• Workshop/In-Service presenter	5
• Committee assignment (per session)	.5
• Committee department chair	2 To match above
• State Certification in area of work (initial/renew)	10
• Formal year evaluation-3 year cycle	5/7
• School Special Event/Outreach Events (outside of work day)	.5/hour
• Administration Discretionary Points	
• Innovative Program Research and/or Development (Implementation Yr)	Admin Discretionary
• Video courses relating to students w/disabilities	

MINUTES OF PHILLIPS BOARD OF EDUCATION REGULAR MONTHLY MEETING
Monday, February 19, 2018

- I. The Phillips Board of Education meeting was called to order by President Pesko at 6:00 pm in the 6-12 Learning Center. The Pledge of Allegiance was recited.
- II. Present: Adolph, Burkart, Distin, Fox, Krog, Marlenga, Pesko, and Willett.
Absent: Rose and Student Liaison Administration present: Superintendent Morgan, Finance Manager Lehman, Principals Scholz and Hoogland, and Pupil Services Director Lemke. Others: Staff, students, 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, The Price County Review, Price County Courthouse, and the City of Phillips office.
- IV. Public Participation - None
- V. Administrative and Committee Reports
 - A. Phillips Elementary School Principal Report
 1. Student of the Month for January was Alayna Kalander
 2. Students of the Month for February were Mason Vollendorf and Lily Stade.
 - B. Phillips Middle/High School Principal Report
 1. The Senior class has been working diligently to prepare for graduation – three are currently enrolled at NTC in the Welding Academy, two are working online in the IT academy, seven have completed or are working on CNA certification, four are involved in Youth Apprenticeship, one finished the Industrial Electronic Maintenance Technician Academy at NTC, 15 are taking AP English, seven are taking AP chemistry, and nine are taking AP Calculus. The class has 60 students graduating and over half of these will graduate with honors (3.35 or above).
 2. PHS Co-Valedictorian is Seth Gehrke earning a 4.0 GPA. Seth is the son of Tim and Kim Gehrke and plans to attend UW/Madison to study biomedical engineering.
 3. PHS Co-Valedictorian is Cecelia Fuhr earning a 4.0 GPA. Cecelia is the daughter of Mark and Kim Fuhr and is in the process of determining where to pursue a business/ human resources degree.
 4. Academic Excellence Scholarship will be awarded to Seth Gehrke.
 5. Technical Excellence Scholarship will be announced next month.
 6. Students of the month at PhMS for January were Jada Cantrell (6), Megan Deleasky (7) and Sara Tucke (8).
 7. Quarterly Student Awards at PHS were Josh Brateng and Christy Nutt.
 - C. Director of Pupil Services Report - No Report
 - D. Superintendent Report
 1. The administrative team will be working on 2018-19 staffing. A complete report will be presented to the Board in March.

2. The referendum open house at Phillips Elementary will be on March 6 at 6:00 p.m. There is a lot of planning going on to make this night convenient and attractive for our parents to attend.
 3. February 26th we will again be hosting a Connecting Aging Community Coalition event at 8:00 a.m. Our students will be paired with seniors from the community to work on technology. Transportation will be provided for people who request help.
- E. Student Liaison Report - Not present
- F. Policy Committee Report
1. #462 Higher Education Technical Excellence Scholarship and #523.1 Employee Physical Examinations were reviewed for second reading and forwarded for approval.
 2. Motion (Willett/Adolph) to approve second readings of policies presented. Motion carried 8-0.
- G. Business Services Committee Report
1. Loggers United Booster Club reported to the committee.
 - a. They will refer any questions on the referendum to the district.
 - b. Discussed placement, safety and care of stationary bikes being added at the school.
 - d. Presented a check for \$15,000 for the scoreboards. Talked about additional cost of installation.
 - d. Banner placements for sponsors. Presented a track placement system and will meet with Dave Berens regarding installation.
 - 2) Discussed 2018-19 budget timeline.
 - 3) Discussed funding changes at the State level and how they may affect the district.
 - 4) Discussed 18-19 Additional Compensation Plan changes to address sustainability. Language will be added stating employees cannot earn additional compensation in consecutive years.
 - 5) Discussed general building needs and projects with Dave Berens. Dave will meet with Molly Lehman to discuss budgeting for these items.
 - 6) Reviewed agenda and bills.
- VI. Items for Discussion and Possible Action
- A. Rick Morgan, Molly Lehman, and Jon Pesko shared highlights from the 2018 Education Convention in Milwaukee. Workshops attended included referendum planning, finance, and additional compensation plans.
 - B. The Legislative Meeting will be held on March 5th in Medford. Mark Distin and Rick Morgan will be attending. Rick will be presenting on school safety issues.
- VII. Consent Items - Motion (Willett/Krog) to approve consent items. Motion carried 8-0.
- A. Approved minutes from January 8, 15, 25 and February 8, 2018 Board meetings.
 - B. Approved personnel report accepting resignation from Anne Knudson as aquatic director.
 - C. Approved bills from January 2018 (#343590 - 343751 and wires) for a total of \$540,899.97.

- VIII. The next regular board meeting will be held on March 19, 2018 at 6:00 p.m. Items to include are Additional Compensation Plan for 2018-19, Staffing Report, Referendum Update, and Hockey Coop approval.
- IX. Motion (Krog/Burkart) 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 of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically administrative mid-year review and administrative contracts. Motion carried 8-0 with roll call vote.
- 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 (Willett/Adolf) to reconvene into open session. Motion carried 8-0.
- XII. Motion (Willett/Krog) to approve the administrative contracts for 2018-2019. Motion carried 8-0.
- XIII. Motion (Willett/Adolf) to adjourn. Motion carried 8-0. Adjourned at 7:05 PM.

Respectfully submitted,

Tracie Burkart, Clerk
Board of Education

**Personnel Report
February 17 - March 14, 2018**

New Hires/Transfers

Name/Position	Position Description	New Salary	Previous Employee Salary	Effective Date
Vonda Johnson	LTE Special Education Teacher	\$23.91/hour	N/A	1/29/2018
Barbie James	LTE Paraprofessional	\$11.56/hour	N/A	2/19/2018
Michelle Riebe	LTE Paraprofessional	\$11.56/hour	N/A	2/26/2018

Recruitment

Position	Position Status	Location	Posting Date
FBLA Advisor	Replace Jean Flower	Phillips High School	08-31-2015
Vocal Music Teacher K-12	Replace Rebecca Trimner	Districtwide	02-09-2018
Social Studies/English Teacher	Staffing Plan 2018-19	PHS	02-09-2018
Aquatic Director	Replace Annie Knudson	Community Pool	02-13-2018

Resignations/Retirements

Name	Position	Resignation/Retirement	Effective Date	Years of Service	Location
Eva Reilly	High School English Teacher	Retirement	6/5/2018	18	PHS

FDT	OBJ	FUNC	PRJ	OBJ	2017-18 Revised Budget	February 2017-18 Monthly Activity	February 2016-17 Monthly Activity	2017-18 FYTD Activity	2017-18 FYTD %	2016-17 FYTD %
10E	---	11	---	UNDIFFERENTIATED CURRICULUM	1,765,507.00	133,927.88	148,069.63	982,497.35	55.65	55.80
10E	---	12	---	REGULAR CURRICULUM	1,804,061.00	154,535.37	131,868.64	1,017,545.48	56.40	59.62
10E	---	13	---	VOCATIONAL CURRICULUM	344,455.00	27,413.56	28,111.69	206,434.52	59.93	57.49
10E	---	14	---	PHYSICAL CURRICULUM	167,250.00	12,264.73	12,394.13	95,481.77	57.09	60.70
10E	---	16	---	CO-CURRICULAR ACTIVITIES	146,233.00	3,544.03	4,326.73	68,810.73	47.06	45.69
10E	---	17	---	OTHER SPECIAL NEEDS	15,258.00	710.37	838.01	8,076.67	52.93	46.52
10E	---	21	---	PUPIL SERVICES	170,439.00	16,929.28	14,473.03	87,329.73	51.24	52.52
10E	---	22	---	INSTRUCTIONAL STAFF SERVICES	212,984.00	19,360.43	18,850.87	150,995.78	70.90	42.59
10E	---	23	---	GENERAL ADMINISTRATION	265,543.00	15,965.48	20,699.35	160,456.05	60.43	64.59
10E	---	24	---	SCHOOL BUILDING ADMINISTRATION	569,101.00	35,364.37	40,266.74	339,827.34	59.71	60.29
10E	---	25	---	BUSINESS ADMINISTRATION	1,963,221.00	118,955.25	136,660.08	1,077,804.08	54.90	55.90
10E	---	26	---	CENTRAL SERVICES	337,767.00	341,111.00	26,057.73	152,443.17	45.13	69.06
10E	---	27	---	INSURANCE & JUDGMENTS	143,555.00	35,403.76	2,463.76	155,586.75	108.38	88.17
10E	---	28	---	DEBT SERVICES	13,053.72	4,351.24	4,120.70	20,056.57	153.65	97.96
10E	---	29	---	OTHER SUPPORT SERVICES	153,738.00	129,249.68				
10E	---	41	---	TRANSFERS TO ANOTHER FUND	807,411.00	804,750.40		32,391.48	5.87	7.14
10E	---	43	---	PURCHASED INSTRUCTIONAL SERV	552,191.00	552,191.00				
10E	---	49	---	OTHER NON-PROGRAM TRANSACTIONS	2,040.00	2,040.00				
Grand Expense Totals					9,433,807.72	593,977.02	585,110.24	4,706,752.58	49.89	50.11

Number of Accounts: 1054

Funds Available to the District as of February, 2018:

First National Bank (General Checking)	2,703,734.68
Local Gov't Investment Pool	113,745.17
First National Bank (Savings)	4,315.06
Total	2,821,794.91
Flex Spending (Checking)	11,162.42

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

Total Borrowed (through 02/28/18): 0.00

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

FTLOC SRC FUNC	PRJ LOC SRC	2017-18 Revised Budget	2016-17 February Revised Budget	2017- February Monthly Activi	2016- February Monthly Activi	2017-18 FYTD Activity	2016-17 FYTD Activity	2017-18 FYTD %	2016-17 FYTD %
10R-- 211 50000-	---	4,239,337.00	4,581,333.00	880,657.74	1,327,556.77	2,503,358.73	2,667,252.67	59.05	58.22
10R-- 213 50000-	---	2,269.00	2,488.00	421.86	678.30	1,170.61	1,322.56	51.59	53.16
10R-- 249 50000-	---	9,465.00	9,465.00			2,228.54	3,054.87	23.55	32.28
10R-- 264 50000-	---	1,416.00	1,416.00			1,312.00	1,312.00	92.66	92.66
10R-- 271 50000-	---	12,650.00	15,000.00	1,178.00	3,400.50	9,725.00	12,762.64	76.88	85.08
10R-- 279 50000-	---	13,000.00	12,960.00	710.00	710.00	7,220.40	8,688.90	55.54	67.04
10R-- 280 50000-	---	7,600.00	7,464.00	678.78	591.79	4,773.67	4,569.30	62.81	61.22
10R-- 291 50000-	---					3,000.00			
10R-- 292 50000-	---	18,100.00	15,500.00	560.00	451.00	12,888.00	15,142.00	71.20	97.69
10R-- 293 50000-	---	15,000.00	14,000.00	92.03	206.63	7,773.54	8,032.53	51.82	57.38
10R-- 345 50000-	---	231,692.00	233,806.00						
10R-- 515 50000-	---	2,100.00	1,500.00			601.45		28.64	
10R-- 517 50000-	---	4,385.00	4,900.00						
10R-- 612 50000-	---	61,226.00	65,000.00						
10R-- 613 50000-	---	23,755.00	31,018.00						
10R-- 621 50000-	---	2,918,331.00	2,718,191.00			1,147,462.00	1,068,727.00	39.32	39.32
10R-- 630 50000-	---	23,892.00	13,861.00			5,520.00	2,500.00	23.10	18.04
10R-- 650 50000-	---	199,181.00	210,652.52	69,850.00	68,632.00	139,700.00	137,264.00	70.14	65.16
10R-- 660 50000-	---	1,810.00	2,113.00	1,638.40	1,807.74	1,638.40	1,807.74	90.52	85.55
10R-- 691 50000-	---	7,071.00	6,969.00						
10R-- 695 50000-	---	352,800.00	197,750.00						
10R-- 699 50000-	---	1,000.00							
10R-- 730 50000-	---	179,397.00	202,430.00			17,208.14		9.59	
10R-- 751 50000-	---	171,394.00	207,494.00			21,986.90		12.83	
10R-- 780 50000-	---	42,500.00	42,500.00						
10R-- 861 50000-	---		3,000.00			12,265.27			
10R-- 878 50000-	---		39,161.16						
10R-- 964 50000-	---	22,432.00				22,432.00		100.00	
10R-- 971 50000-	---	25,000.00	66,267.58	2,674.80	2,674.80	17,811.27	77,838.98	71.25	117.46
10R-- 990 50000-	---	10,000.00	10,000.00	7,213.16		47,022.98	13,816.44	470.23	138.16
10R-- 999 50000-	---	200.00	200.00				7.55		3.78
10----	---	8,597,003.00	8,716,439.26	962,289.97	1,408,021.53	4,055,841.90	4,080,678.18	47.18	46.82
Grand Revenue Totals									

Number of Accounts: 40

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