

Phillips Board of Education Regular Board Meeting

Monday, July 16, 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.	Administrative Reports and Committee Reports		
	A. Phillips Elementary School Principal Report	Scholz	
	B. Director of Pupil Services Report	Lemke	
	C. Superintendent Report	Morgan	
	1. Update on Summer Projects		
	2. State Aid Estimate 2018-19		
	3. Referendum Planning Committee Report		
	4. World Language		
	D. Finance Manager Report	Lehman	
	1. Quarterly Revenue/Expenditure Report		PDF
	2. 2018-19 Preliminary Budget Update		
	3. 2017-18 Budget Amendments		4
	E. Business Services Committee Report	Burkart	
VI.	Items for Discussion and Possible Action		
	A. Head Lifeguard and Extra/Co-Curricular Pay	Morgan	
	B. Academic Standards for 2018-19	Morgan	
VII.	Consent Items	Pesko	
	A. Approval of Minutes from June 18 and June 20, 2018 Board Meetings		5-7
	B. Approval of Personnel Report		8
	C. Approval of Bills		PDF
VIII.	Items for Next Board Meeting	Pesko	
IX.	Motion to convene into executive session at the conclusion of the open session	Pesko	
	A. 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. *Confer with Legal Counsel		
	B. Pursuant to WI Stat. Sec. 19.85(1)(c) for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee		

	<p>over which the governmental body has jurisdiction or exercises responsibility. *Staffing Update</p>		
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	

SCHOOL DISTRICT OF PHILLIPS

Notice is hereby given, in accordance with the provisions of Wisconsin Statute 65.90(5)(a), that the School Board of Phillips, on June 19, 2017, adopted the following changes to previously approved budgeted 2016 - 17 amounts. The following presents only adopted budget line items with changes. Unchanged line items are not presented.

GENERAL FUND (FUND 10)	PREVIOUS APPROVED AMOUNT \$	AMENDED APPROVED AMOUNT \$	CHANGE \$
REVENUES & OTHER FINANCING SOURCES			
610 State Aid -- Categorical	84,981.00	218,386.70	133,405.70
650 Student Achievement Guarantee in Education (SAGE)	199,181.00	209,551.21	10,370.21
696 High Cost Transportation Aid	0.00	119,656.70	119,656.70
780 Other Federal Revenue Through State	42,500.00	64,377.34	21,877.34
TOTAL REVENUES & OTHER FINANCING SOURCES	326,662.00	611,971.95	285,309.95
<i>Instruction</i>			
220 000 Instructional Staff Services	207,509.00	248,018.64	44,400.51
250 000 Business Administration	1,924,219.00	1,883,709.36	(66,846.79)
280 000 Debt Services	13,053.72	35,500.00	22,446.28
TOTAL EXPENDITURES & OTHER FINANCING USES	2,144,781.72	2,167,228.00	0.00

Transportation Aid & Library Aid.
Final Sage Aid.
High Cost Transportation Aid
National Forest Income.

Staff job changes for Vollandorf & Floyd
Salaries, Fuel, Maintenance Services
Additional ASP Van & Copier Lease

SPECIAL PROJECT FUNDS (FUNDS 21, 23, 27, 29)	PREVIOUS APPROVED AMOUNT \$	AMENDED APPROVED AMOUNT \$	CHANGE \$
260 000 Central Services	150.00	210.00	60.00
430 000 Instructional Service Payments	20,885.00	28,284.57	7,399.57
TOTAL EXPENDITURES & OTHER FINANCING USES	20,885.00	28,284.57	7,459.57

RVA

COMMUNITY SERVICE FUND (80)	PREVIOUS APPROVED AMOUNT \$	AMENDED APPROVED AMOUNT \$	CHANGE \$
200 000 Support Services	126,386.00	142,386.00	16,000.00
300 000 Community Services	231,771.00	218,771.00	(13,000.00)
TOTAL EXPENDITURES & OTHER FINANCING USES	358,157.00	361,157.00	3,000.00

New Air Handlers
Decrease in pool director salary & benefits, community outreach \$ not used

MINUTES OF PHILLIPS BOARD OF EDUCATION REGULAR MONTHLY MEETING
Monday, June 18, 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, Fox (6:05 pm), Halmstad, Krog, Pesko, Rose, Willett and Student Liaison. Absent: Distin. Administration present: Superintendent Morgan, Finance Manager Lehman, Principals Scholz and Hoogland, and Pupil Services Director Lemke. Others: Staff, students, community members 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. Phillips Elementary School Principal Report
 1. The end-of-year outdoor carnival went well and the Logger Learning Celebration of Success was attended by many students and family members.
 2. Achievement Gap Reduction (AGR) Report
 - a. A ratio of students to teachers of 18:1 was used for Kdgn, Grades 1 and 3. Instructional coaching was used for Grade 2. We were able to offer three intervention periods per grade level.
 - b. Two teachers served as our instructional coaches. Both have reading specialty training and many years of experience as teachers.
 - c. Three teachers/interventionists were available for one-to-one tutoring.
 - d. Performance objectives by grade level:
 - 1) Kdgn - 80% of students will be reading at a Level D or higher - 92% achieved.
 - 2) Grade 1 - 80% of students will be reading at a Level J or higher - 88% achieved.
 - 3) Grade 2 - 80% of students will be reading at a Level M or higher - 92% achieved.
 - 4) Grade 3 - 80% of students will be reading at a Level P or higher - 91% achieved.
 3. Summer School is running great. The new schedule is working well. Our breakfast/ lunch program is drawing in a lot of students.
 4. There were 17 applicants for the secretary position and interviews have been set for the beginning of July.
 5. Our 21st Century Grant program (before/after school) was audited in November. There were no corrective action items reported, which is rare. Courtney Janak does an excellent job of coordinating this program. We are in year five of five and will be applying for another five-year grant during the 2018-19 school year.
 6. August 27th will be a teacher inservice on running records. Students have been scheduled for initial year testing on August 28th so testing does not have to be done during school days.
 - B. Phillips Middle/High School Principal Report
 1. Principal Hoogland introduced Dakota Haberman as the new liaison for this year. Dakota is involved in track and football and was chosen for the Marawood Leadership Conference.
 2. Principal Hoogland introduced Kyle Schleife as new vocal teacher/director. Kyle was a former student liaison to the board. He will be student teaching during the first semester and hired as full-time teacher after graduation.

3. The district received the Marshfield Clinic ABC Grant for Communities to focus on behavioral health and alcohol/drug abuse issues. More details will be presented as the program develops.
 4. Middle school and high school scheduling is in process. Algebra and 9th grade science will be offered to one class of eighth grade students making it possible for them to have access to more AP classes later.
 5. High school scheduling was scheduled during the last two days of school.
 6. Eva Reilly (English/Speech) retired and Steven Ivancich (German) resigned leaving the high school with staffing concerns.
 7. Fifty-six students graduated in May. One other student has finished requirements and another student has almost completed their work.
 8. Jessica Roush placed 10th in the girls State track meet and the girls 1600 meter relay participated but did not make the finals. We are already looking at the fall sports schedule starting with practices early in August.
- C. Director of Pupil Services
1. The only reports back to the district yet are the junior ACT exams and they are still embargoed. We hope to have information on the Forward and Aspire Exams soon and will share the information with the Board as soon as the results are released.
 2. Special education numbers increased this year. There were 34 initial evaluations with 28 placements, 39 reevaluations with 29 continuing placements, six graduates, and 51 students transferring either into or out of the district. Overall, the department worked with 232 students this year.
 3. The district had 186 students transferring in or out of the district this year with 106 of those at middle/high school and 80 at elementary school. We are seeing an increase in mobility over the past few years that creates a lot of work for staff and teachers.
- D. Superintendent Report
1. Staffing update was tabled to closed session.
 2. Attended the Attorney General School Safety Summit that included law enforcement and school district personnel. The information received here will help in forming our district safety plan. Principal Hoogland will be attending another school district/law enforcement meeting in Green Bay this summer.
 3. Submitted an application for the State School Safety grant to cover security cameras at the elementary school and a more secure access at the middle/high school office. Notification on the grant approvals should be available within the next month.
 4. The August staff inservice will be focusing on mental health awareness and school safety.
 5. An initial meeting of the new referendum committee will be held on July 10, 2018 at 5:00 pm in the middle school IMC.
- E. Policy committee did not meet this month, but is forwarding two policies for second reading: Policies #345.6 Graduation Requirements and #422.1 Admission of Foreign Students.
- G. Business services committee met on June 14th and discussed the following:
1. Revisions to the Employee Handbook were reviewed and forwarded to the full board.
 2. The health insurance transition will be complete by July 1, 2018.
 3. Discussed procedure for restoring banked sick leave that was mistakenly taken instead of PTO.
 4. Ball field/parking lot project was reviewed and new bid will be received from Lepke.
 5. Listened to parent request for student's early graduation.

6. Met with Jason McMillan about department reorganization
 7. Met with Dave Berens to discuss summer projects
 8. Finance Manager Lehman presented a preliminary budget for 2018-19 and discussed need for categorization of staff for DPI purposes.
 9. Head lifeguard pay request will be included with other positions to be reviewed in July.
 10. Bills were reviewed.
- VI. Items for Discussion and Possible Action
- A. Following a parent request for student early graduation, motion (Willett/Burkart) to approve a non-precedent setting request for early graduation. Motion carried 8-0.
 - B. Motion (Krog/Willett) to approve revisions to the Employee Handbook as presented by Superintendent Morgan. Motion carried 8-0.
 - C. Motion (Burkart/Adolph) to approve 2018-19 preliminary budget as presented by Finance Manager Lehman. Motion carried 8-0.
 - D. President Pesko reviewed committee assignments.
- VII. Consent Items - Motion (Willett/Burkart) to approve consent items. Motion carried 8-0.
- A. Approved minutes from May 21, 2018 Board meeting.
 - B. Approved second reading of policies presented. Motion carried 8-0.
 - B. Approved bills from May 2018 (#344171-344339 and wires) for a total of \$603,688.85.
- VIII. The next regular board meeting will be held on July 16, 2018 at 6:00 p.m. Items to include are budget updates and amendments.
- IX. Motion (Krog/Adolph) to convene into executive session at the conclusion of the open session:
- A. 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.
 - Confer with legal counsel
 - B. Pursuant to WI Stat. Sec. 19.85(1)(c) for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.
 - Staffing Update
- Motion carried 8-0 with roll call vote at 7:23 p.m.
- X. Announced that 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 (Krog/Adolph) to reconvene into open session. Motion carried 7-0.
- XII. Action Items.
- A. Approved personnel report - Approved hiring of Dylon Lind as seasonal groundskeeper and accepted a resignation from Patti Lebeck (29.5 years) as elementary building secretary
 2. Accepted administrative recommendation for 2018-19 staffing with contracts to be formally approved at the July full Board meeting.
- XIII. Motion (Krog/Rose) to adjourn. Motion carried 7-0. Adjourned at 8:55 p.m.

Respectfully submitted,

Tracie Burkart, Clerk
Board of Education

**Personnel Report
June 16, 2018 - July 13, 2018**

New Hires/Transfers

Name/Position	Position Description	New Salary	Previous Employee Salary	Effective Date
Mike McCardle PHS English	Replace Eva Reilly	\$40,000.00	\$51,135.41	8/28/2018
Mike Eggebrecht AD/Business Tchr/ Attendance/Online Supv.	Staffing Plan		N/A	8/28/2018
Fall Sports Non-Teacher Contracts *Steve Precour (Football) *Lance Johnson (Football) *Jason Lazar (Football) *Jodi Podmolik (Volleyball)	Renewal of contracts	\$3,132.31 \$2,087.86 \$1,856.46 \$1,625.07	N/A	Fall Sport Season
Brandi Smith, PES Interventionist 7th Grade Language Arts	Replace Paula Houdek	\$46,500.00	\$52,520.69	8/28/2018
Taylor Scanlon Kdgn Teacher	Replace Krystle Eichman	\$40,000.00	\$49,620.82	8/28/2018
Stacy Jo Grapa PES Building Secretary	Replace Patti Lebeck	\$14.25/ 200 Days	\$15.98/ 197 Days	Mid-August

Recruitment

Position	Position Status	Location	Posting Date
FBLA Advisor	Replace Jean Flower	Phillips High School	08-31-2015
Speech/Language Pathologist	Replace Amy Crabtree	Districtwide	04-10-2018
Special Education Teacher	Replace Michelle Hlavacek	Elementary School	05-11-2018
Bus Route Driver	Replace Jerry Butman	Bus Garage	07-02-2018
Girls Tennis Coach	Replace Jeff Willers	Phillips High School	07-02-2018

Resignations/Retirements

Name	Position	Resignation/ Retirement	Effective Date	Years of Service	Location

FPT	OBJ FUNC	PRJ	OBJ	2017-18	2016-17	June 2017-18	June 2016-17	2017-18	2017-18	2016-17	FYTD %
				Revised Budget	Revised Budget	Monthly Activity	Monthly Activity	FYTD Activity	FYTD %	FYTD %	
10E	11		UNDIFFERENTIATED CURRICULUM	1,733,407.77	1,664,547.23	268,419.59	274,545.85	1,674,132.22	96.58	96.58	98.05
10E	12		REGULAR CURRICULUM	1,804,061.00	1,611,639.19	264,567.01	224,686.43	1,797,992.31	99.66	99.66	101.29
10E	13		VOCATIONAL CURRICULUM	344,455.00	333,044.29	40,496.28	63,002.28	343,508.21	99.73	99.73	105.40
10E	14		PHYSICAL CURRICULUM	167,250.00	150,867.00	25,655.36	24,402.19	165,476.76	98.94	98.94	103.27
10E	16		CO-CURRICULAR ACTIVITIES	146,233.00	142,173.00	4,639.44	16,140.31	132,997.92	90.95	90.95	96.74
10E	17		OTHER SPECIAL NEEDS	15,258.00	21,144.00	476.86	1,833.56	9,293.22	60.91	60.91	68.35
10E	21		PUPIL SERVICES	170,939.00	136,084.00	25,773.10	18,462.13	157,971.04	92.41	92.41	87.79
10E	22		INSTRUCTIONAL STAFF SERVICES	212,984.00	234,019.29	28,792.52	38,542.64	252,756.31	118.67	118.67	84.09
10E	23		GENERAL ADMINISTRATION	265,543.00	270,055.00	29,124.92	24,115.18	258,421.11	97.32	97.32	96.21
10E	24		SCHOOL BUILDING ADMINISTRATION	569,101.00	522,277.84	51,107.83	49,363.38	524,464.86	92.16	92.16	93.84
10E	25		BUSINESS ADMINISTRATION	2,053,453.12	1,877,817.00	212,458.56	315,619.63	1,906,042.17	92.82	92.82	97.70
10E	26		CENTRAL SERVICES	337,767.00	341,111.00	116,300.65	55,670.35	319,340.13	94.54	94.54	99.93
10E	27		INSURANCE & JUDGMENTS	143,555.00	128,754.00	-22,432.00	34.25	138,200.73	96.27	96.27	99.49
10E	28		DEBT SERVICES	36,539.37	4,351.24	1,087.81	4,351.24	34,875.13	95.45	95.45	100.00
10E	29		OTHER SUPPORT SERVICES	153,738.00	129,249.68	2,789.80	2,632.00	153,804.91	100.04	100.04	100.00
10E	41		TRANSFERS TO ANOTHER FUND	807,411.00	804,750.40		851,332.13				105.79
10E	43		PURCHASED INSTRUCTIONAL SERV	552,191.00	552,191.00	24,378.63	495,158.63	82,232.46	14.89	14.89	100.27
10E	49		OTHER NON-PROGRAM TRANSACTIONS	2,040.00	2,040.00	673.43	8,376.49	673.43	33.01	33.01	416.00
Grand Expense Totals				9,515,926.26	8,926,115.16	1,074,309.79	2,468,268.67	7,952,182.92	83.57	83.57	99.04

Number of Accounts: 1083

Funds Available to the District as of June, 2018:

First National Bank (General Checking)	791,243.47
Local Gov't Investment Pool	1,280,859.52
First National Bank (Savings)	4,322.55
Total	2,076,425.54

Flex Spending (Checking) 13,149.41

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

Total Borrowed (through 06/30/18): 0.00

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

EDTLOC	SRC FUNC	PRJ LOC	SRC	2017-18 Revised Budget	June 2017-18 Monthly Activi	June 2016-17 Monthly Activi	FYTD Activity	2016-17 FYTD Activity	2017-18 FYTD %	2016-17 FYTD %	2016-17 FYTD %
10R---	211 50000-	---	---	4,239,337.00	1,530,025.24	1,656,152.04	4,239,337.00	4,581,333.00	100.00	109.20	100.00
10R---	213 50000-	---	---	2,269.00	555.77	618.64	2,477.72	2,734.33	109.20	109.90	109.90
10R---	249 50000-	---	---	9,465.00	664.51	1,288.43	4,049.29	4,441.10	42.78	46.92	46.92
10R---	264 50000-	---	---	1,416.00	2,060.00	1,416.00	10,905.00	1,312.00	770.13	92.66	92.66
10R---	271 50000-	---	---	12,650.00	1,150.00	215.00	10,826.00	12,957.64	85.58	86.38	86.38
10R---	279 50000-	---	---	13,000.00	1,406.32	681.53	10,121.92	12,160.55	77.86	93.83	93.83
10R---	280 50000-	---	---	7,600.00	40,000.00	40,000.00	8,624.34	7,576.01	113.48	101.50	101.50
10R---	291 50000-	---	---	40,000.00	325.00	370.00	16,828.00	21,062.00	92.97	135.88	135.88
10R---	292 50000-	---	---	18,100.00	122.07	2,868.73	14,936.55	15,720.64	99.58	112.29	112.29
10R---	293 50000-	---	---	15,000.00	231,692.00	233,806.00	211,982.00	211,982.00	90.67	137.07	137.07
10R---	345 50000-	---	---	2,100.00	1,500.00	1,500.00	601.45	2,056.00	28.64	78.97	78.97
10R---	515 50000-	---	---	4,385.00	4,900.00	3,869.40	70,847.85	61,225.71	115.72	94.19	94.19
10R---	517 50000-	---	---	61,226.00	792.85	4,646.71	28,675.00	26,215.00	120.71	84.52	84.52
10R---	612 50000-	---	---	23,755.00	31,018.00	31,018.00	2,722,874.00	2,718,191.00	93.30	100.00	100.00
10R---	621 50000-	---	---	2,918,331.00	858,248.00	981,510.00	2,722,874.00	2,718,191.00	93.30	100.00	100.00
10R---	630 50000-	---	---	23,892.00	3,408.45	14,751.71	8,928.45	17,251.71	37.37	124.46	124.46
10R---	650 50000-	---	---	199,181.00	69,851.21	68,631.10	209,551.21	205,895.10	105.21	97.74	97.74
10R---	660 50000-	---	---	1,810.00	2,113.00	2,113.00	1,638.40	1,807.74	90.52	85.55	85.55
10R---	691 50000-	---	---	7,071.00	6,969.00	6,969.00	352,800.00	6,969.00	100.00	100.00	100.00
10R---	695 50000-	---	---	352,800.00	119,656.70	144,085.81	119,656.70	144,085.81	100.00	100.00	100.00
10R---	696 50000-	---	---	1,000.00	533.00	533.00	352,800.00	533.00	100.00	100.00	100.00
10R---	699 50000-	---	---	179,397.00	9,077.86	137,668.09	26,286.00	168,262.32	14.65	83.12	83.12
10R---	730 50000-	---	---	171,394.00	207,494.00	157,217.86	21,986.90	157,217.86	12.83	75.77	75.77
10R---	751 50000-	---	---	42,500.00	42,500.00	42,500.00	64,377.34	62,449.59	151.48	146.94	146.94
10R---	780 50000-	---	---	42,500.00	3,000.00	3,000.00	12,265.27	12,265.27	100.00	92.22	92.22
10R---	861 50000-	---	---	121,267.38	-22,432.00	36,114.16	121,267.38	36,114.16	100.00	92.22	92.22
10R---	878 50000-	---	---	25,000.00	2,959.36	2,541.07	26,016.76	80,918.04	104.07	122.11	122.11
10R---	964 50000-	---	---	10,000.00	10,000.00	10,000.00	47,022.98	15,760.44	470.23	157.60	157.60
10R---	971 50000-	---	---	200.00	71.67	388.00	300.17	429.95	150.09	214.98	214.98
10R---	990 50000-	---	---	8,735,838.38	2,617,943.01	3,433,102.28	8,196,201.68	8,778,281.10	93.82	100.71	100.71
10R---	999 50000-	---	---	200.00	71.67	388.00	300.17	429.95	150.09	214.98	214.98
10R---	---	---	---	8,735,838.38	2,617,943.01	3,433,102.28	8,196,201.68	8,778,281.10	93.82	100.71	100.71
Grand Revenue Totals				8,735,838.38	2,617,943.01	3,433,102.28	8,196,201.68	8,778,281.10	93.82	100.71	100.71

Number of Accounts: 44