

Phillips Board of Education Regular Board Meeting

Monday, June 17, 2019
6:00 p.m.

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	
	1. Students of the Month		
	2. AGR End-of-Semester Report		
	B. Phillips Middle/High School Principal Report	Hoogland	
	1. Students of the Month		
	C. Director of Pupil Services Report	Lemke	
	1. Year-End Special Education Report		
	D. Superintendent Report	Morgan	
	1. WASDA Legislative Committee Meeting Report		
	2. Summer 2019 Projects		
	3. High School Parking Lot Update		
	E. Policy Committee Report	Burkart	
	1. First Reading of Policies		
	a) 830.21 School Forest Community Use and Hunting		4
	2. Second Reading of Policies		
	a) 461 Higher Education Academic Excellence Policy		5
	b) 431.34 School Nutrition & Wellness Policy		6-10
	c) 763 Student NonDiscrimination Food Service Policy		11
	F. Business Services Committee Report	Burkart	
VI.	Items for Discussion and Possible Action		
	A. Employee Handbook Review	Morgan	
	B. Building Administration Support Position	Morgan	
	C. Benefits for Less than Full-Time Employees	Lehman	12-17
	D. Preliminary 2019-2020 Budget	Lehman	
	E. Building Plan Proposals	Morgan	
	F. Purchase of Van for \$53,790.00	Lehman	
	G. Committee Member Assignments	Pesko	18
	H. 2019-2020 School Meal Prices	Lehman	
	I. Speech Therapy Services for 2019-2020 for \$80,850.00	Lemke	
	J. Technology Summer Projects for \$63,234.16	Morgan	

VII.	K. Maintenance Summer Projects 1. PES Controls for \$45,063.00 2. PHS Gym Floor for \$18-25,000.00 3. PHS Shop Ceiling Tiles for \$8,350.00	Morgan	
VIII.	Consent Items A. Approval of Minutes from May 20, 2019 Board Meeting B. Approval of Personnel Report C. Approval of Policies as Presented D. Approval of Bills	Pesko	19-23 24 PDF
IX.	Items for Next Board Meeting	Pesko	
X.	Adjourn	Pesko	

PHILLIPS SCHOOL FOREST COMMUNITY USE AND HUNTING/FISHING POLICY 830.21

The Phillips School District forests are maintained as outdoor classrooms. The primary use of the forests are to provide educational opportunities that are not available in a classroom setting, including environmental education, field studies, forestry, and recreation. The school forests are owned by the School District and the District is responsible for the use of the forests.

Campfires, woodcutting, and bough cutting are inconsistent with the typical use of the school forests and are therefore prohibited without written consent from the School District of Phillips.

The school forests also provide opportunities for community use. Recreation and hunting/fishing are two potential community uses of the school forests. Community use of the forests shall not interfere with the educational use of the forests by students and staff. Recreational use of the forests shall be by public access only. Hunting/fishing and discharge of firearms on school forest properties shall be restricted to authorized hunting/fishing seasons and be available to those individuals who have current licenses to hunt/fish in Wisconsin.

The Worcester and Harmony forests are accessible only by restricted easement of neighboring land owners; and therefore, not accessible to the public for hunting (except to neighboring landowner). The Catawba forest is located adjacent to the school house and is not available to hunting because of its proximity to the school building.

Hunting and recreational access to Lugerville and Oxbow Road forests shall be by public roadway.

Prohibition of Tree Stands and other Elevated Devices

No person shall construct, occupy, or use any elevated scaffold or other elevated device except that portable tree stands may be used provided they are completely removed each day at the close of hunting hours. No person shall cause damage to trees by the placement or erection of portable tree stands or by any other manner of gaining access to trees.

Prohibition of Baiting and Feeding

No baiting or feeding of animals will be allowed at the school forest.

Motorized Vehicles

Motorized vehicles may be used on school property only with written authorization of the Phillips School District.

School forests that are open to hunting/fishing shall be available for hunting/fishing when school activities are not taking place.

Approved: 10/17/05

Revised _____

HIGHER EDUCATION ACADEMIC EXCELLENCE SCHOLARSHIP 461

The top academic student shall be determined by computing the highest cumulative GPA after the seventh semester. In the event of a tie in the GPA for the position of top student, the student to receive the State Academic Excellence Scholarship shall be determined by using the following sequential criteria:

Step One:

Students will be given an opportunity to withdraw their name if they plan to attend school out of state or if they do not plan to attend any post high school training institution.

Step Two

ACT scores will be the next criterion to be used. The student with the highest ACT score (on a scale of 1-36) will be determined the recipient. Scores from ACT tests taken up to June 30 of the junior year will be considered. Any ACT taken after June 30 of the junior year will not be considered.

Step Three:

If step two does not produce a recipient, the Superintendent will supervise a coin toss or drawing to determine the recipient.

2009 Senate Bill 407 passed May 12, 2010 now allows schools with an unweighted grading system to designate alternates. In past years, schools were not able to list alternates unless the students' GPA was exactly the same and the school used a district policy for determining ties. Schools are now allowed to list all students with a GPA of 3.8 or higher as alternates.

If the student with the highest GPA decides to forfeit the scholarship due to attending an out-of-state school or not pursue further education, they would still be identified as an Academic Excellence Scholar for that high school and receive the issued certificate from Wisconsin Higher Education Aids Board. The next alternate, based on GPA, who is attending either a Wisconsin public university, private university, or public technical college would be awarded the scholarship money.

Each of the students with GPAs 3.8 or higher would need to complete the Academic Excellence Scholar intent form (see Exhibit 461) to indicate their school of choice and provide necessary information. All students will be listed on the Wisconsin Higher Education Aids Board form.

In order to be eligible for consideration of the Academic Excellence Scholarship, the student must have attended Phillips High School as a full-time student both semesters of their junior and senior years.

Approved: 07/10/90

Revised: 04/13/93;

Revised: 12/14/93;

Revised: 01/19/98;

Revised: 10/20/08;

Revised: 05/18/09;

Revised: 12/19/11

Revised: 06/11/20

Policy

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

Nutrition & Health Education

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

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

Nutritional Education is integrated into the curriculum:

- *All grade levels - Nutritional Education is integrated into the curriculum in accordance with the Wisconsin Standards for Physical Education provided by the Wisconsin Department of Public Instruction*
- *Elective food science 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.*
- *District will offer one family-focused event supporting health each year. Booth or table at Family Fun Night.*

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.*
- *Elementary has access to the gym prior to school*
- *Encourage exercise breaks in classroom*

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.*
- *School Nutrition will implement at least one Smarter Lunchroom Technique.*

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.*

E. Schools will restrict food and beverage marketing to only those foods and beverages that meet the nutrition standards set forth by USDA's Nutrition Standards for All Foods Sold in Schools (Smart Snacks) rule.

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.

- A. Triennial Assessment - the District will evaluate compliance with the WEllness policy no less than once every three years. The assessment will include the extent to which each school is in compliance with the policy and how the policy compares to a model policy as established by the U.S. Department of Agriculture.
- B. Update/Inform the Public - the District will actively inform families and the public about the content of and any updates to the policy through the school website and Board of Education meetings.

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

Approved: 06/19/06

Revised: 10/20/08, 5/21/12, 3/16/15, 6/17/19

Students in the School District of Phillips shall have an opportunity to participate in school lunch and milk programs. These programs shall be administered by the superintendent, or designee, in accordance with established guidelines.

Food service prices shall be established by the Board annually. In accordance with federal guidelines, the District shall offer free and reduced price food benefits to students who qualify.

Individual student account balances will be reviewed on a case-by-case basis. The director of food service in partnership with the building administration office staff will prepare a monthly report of all negative balances to the superintendent's office. Negative balance accounts determined to need communication will receive written notice of the account statement which will include the contact person assigned for assistance. Students in grades 4K - grade 8 will continue to receive school-provided meals during the process of review. Students in grades 9-12 may be denied access to school-provided meals only by the superintendent or his/her designee.

Vending machines may be installed in District schools when approved by the Board.

The School District of Phillips shall not discriminate in school-sponsored food service programs on the basis of sex, race, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, physical, mental, emotional or learning disability, or handicap.

*LEGAL REF.: Sections 118.13, 120.10(16), 120.13(6) & (10) Wis. Statutes
PI 9.03(1) of the Wisconsin Administrative Code*

CROSS REF.: Discrimination Complaint Procedures

*Approved: 07/14/87
Revised: 06/19/00
Revised: 08/21/17*

Revised: 06/17/19

Benefits

Single Health Insurance

\$739.81 per month

12-month Cost - \$8877.72

Employee Share 20% - \$147.96 per month

Employee Share 20% - \$1775.54

District Share 80% - \$591.28 per month

District Share 80% - \$7102.18

Employee Share 37% - \$273.73 per month

Employee Share 37% - \$3284.76

District Share 63% - \$466.08 per month

District Share 63% - \$5592.96

Employee Share 50% - \$369.91 per month

Employee Share 50% - \$4438.86

District Share 50% - \$369.91 per month

District Share 50% - \$4438.86

Family Health Insurance

\$1679.22 per month

12-month Cost - \$20150.64

Employee Share 40% - \$671.69 per month

Employee Share 40% - \$8060.26

District Share 60% - \$1007.53 per month

District Share 60% - \$12090.38

Employee Share 37% - \$621.31 per month

Employee Share 37% - \$7455.74

District Share 63% -- \$1057.91 per month

District Share 63% - \$12,694.90

Employee Share 50% - \$839.61 per month

Employee Share 50% - \$10075.32

District Share 50% - \$839.61 per month

District Share 50% - \$10075.32

Scenario 1

We have nine bus drivers three of which carry family insurance the other six are single. The overall estimated costs to the District for health, dental, and the HRA coverage are \$102,158.28. If the coverage were prorated to the percentage of time worked, the District cost would be \$81,481.24.

Scenario 2

We have nine bus drivers all on single insurance. The overall estimated costs to the District for health, dental, and the HRA coverage would be \$56,814.42. If the coverage were prorated to the percentage of time worked, the District cost would be \$42,638.70.

Scenario 3

Currently, a bus driver making \$18.45/hr with single health and dental insurance will cost the District in salary and benefits \$22,168.67. If the District offered no health or dental benefits but increased the wage to \$19.45/hr, the cost to the District would be \$16,162.40. An increase in wages to \$20.45 would be a cost of \$16,991.70.

District	Family Medical	Single Medical
Chequamegon School District	<p>Professional Staff: FT - District pays 90% PT - District prorates if at least 30 hrs/week (After 9/1/98) PT Prof - At least 20 hrs/week included (Hired before 9/1/98)</p> <p>Support Staff: FT/All year - District pays 90% 85% - 11 month employees 80% - 10 month employees 75% - 9 month employees Hired after 9/1/98: 30 hrs/wk or more prorated based on hours/yr up to 1800. Hired before 9/1/98: 20 hrs/wk or more prorated.... FT = 35 hrs/week or more</p> <p>Bus Drivers - individual contracts</p>	<p>Same as Family</p>
	<p>Eligible employees = .75 FTE or greater except paraprofessionals .80 FTE or greater</p> <p>80% for eligible employees 87.4% for administrators</p>	<p>80% for eligible employees 100% for administrators</p> <p>Regular Part-Time (less than 1FTE, more than .5FTE) - benefits will be prorated No benefit for less than 20 hrs/wk</p>
Bangor School District	<p>Eligible - 30 hrs/wk or more only</p> <p>87.4% of premium and \$2,000/4,000 single/family up-front HSA 1080 hrs/yr - 1260 hrs/yr. Premium is prorated with percentage of employment.</p> <p>Two spouses Employed: One cash-in-lieu benefit instead of family plan; two single plans; one single plan and one cash-in-lieu benefit.</p>	<p>Same as family</p>

	<p>Eligible: 30 hours/week or more District makes Substantial contribution toward premium cost. High deductible with HRA</p> <p>Two spouses employed: Choice of family plan or two single plans</p> <p>Biometric screening is provided by insurance carrier. Participation is voluntary; however, if an employee and spouse (if applicable) participates, 3% decrease in the employee's premium contribution.</p> <p>If employee is covered by a health insurance policy outside district, employee may choose Cash-in-lieu payment under Alternative Benefit Plan.</p>	<p>Eligible: 30 hrs/week or more District makes Substantial contribution toward premium cost. High deductible with HRA/</p> <p>Long-term substitutes working 30 hrs more week - eligible for single insurance only the 1st month after 60 days of employment.</p>
<p>Rhineland School District</p>	<p>FT professionals - District agrees to make full monthly deposits, less any employee's contribution of his/her share of premium.</p> <p>PT professionals - Less more than .75 FTE but less than 1.0 FTE - district will pay 75% of board contribution.</p> <p>PT professionals - .435 FTE to .75 FTE may participate at their own expense</p> <p>\$5,000/\$2,500 per year family/single in lieu of health insurance (gives up post-retirement health benefits)</p>	<p>Same as family</p>
<p>Medford School District - support staff only</p>	<p>Support Staff Hospital and surgical insurance to support staff to work 1000 hrs/yr or more. District shall pay a percentage of monthly premium for some employees. District will inform what percentage upon hire.</p>	<p>Same as Family</p>
	<p>Eligible Employees: 20 hours/more</p>	<p>Same as Family</p>

<p>Ashland School District</p>	<p>Fringe Benefit Pro-ration: Support Staff % of benefits 100% Hours of work per week 35 hours 85% 30-34 hours</p> <p>Certified Staff 75% or more equals 100% benefits. Employees who are contracted for less than 75% will have their fringe benefits pro-rated School District of Ashland Employee</p> <p>Employee Contribution: All full-time employees are required to pay twelve percent (12%) of total monthly health insurance premiums.</p> <p>Part-time employees are required to pay twelve percent (12%) of the total monthly health insurance premiums plus the prorated portion of the remaining health insurance premium.</p>	<p>Same wording</p>
<p>Mellen School District</p>	<p>For the 2018-2019 school year, the District will provide all full time professional staff members a group health insurance program provided they are otherwise deemed eligible.</p> <p>The professional staff member shall have the following monthly premiums deducted: \$185.40 for a family plan and \$78.74 for a single plan. This amount reflects a 12.8% employee contribution.</p> <p>For the 2018-2019 school year, the District will offer a Health Savings Account (HSA). Professional staff members who qualify to participate in the Health Savings Account, the District will make quarterly deposits into the HSA as follows: Family Plan - \$750 quarterly, Single Plan - \$375 quarterly</p>	<p>Same wording</p>
<p>Colby</p>	<p>Eligibility. Hired prior to July 1, 2015 - at least .50FTE. 1.0 FTE = 35 hours per week during the school year. Less than .50FTE Not eligible. Hired after July 1, 2015 30 hrs/wk or more eligible to participate in health insurance. Less than 30/wk not eligible.</p> <p>Hired prior to July 1, 2015, at least 50% but less than a 100% full-time, shall have the District's contribution prorated, consistent with the employee's percentage of employment.</p>	<p>Same wording</p>

	<p>Both Spouses Employed by the District: If both spouses are employed by the District and are eligible for insurance, the employees shall be eligible for two single plans or one family plan. The premium contributions for spouses shall be no different than the premium contribution for a similarly-situated employee whose spouse does not work for the District. As such, the following options exist for such spouses:</p> <ul style="list-style-type: none"> a. Coverage under one family plan; or b. Two single plans; or c. HEALTH ONLY - One cash-in-lieu benefit instead of a family plan [subject to the eligibility of the insurance carrier]; or d. HEALTH ONLY - One single plan and one cash-in-lieu benefit 	
<p>Tomahawk School District</p>	<p>Eligibility for Health, Dental and Vision: Minimum for Any District Contribution: An employee that has an assignment of at least seventy-five percent (75%) of full-time equivalency or more is eligible to participate in the District's health, dental and vision insurance.</p> <p>Employees whose assignments are for less than seventy-five percent (75%) of a full-time equivalency are not eligible to participate in the District's insurance and are not eligible for any District premium contribution.</p> <p>Pro-ration of District Contributions: An employee that has an assignment of at least seventy five percent (75%) of a full-time equivalency, but less than a full-time one hundred percent (100%) assignment, shall have the District's contribution prorated to seventy-five percent (75%).</p> <p>Both Spouses Employed by the District: If both spouses are employed by the District, and are eligible for insurance, the following options exist for such spouses:</p> <ul style="list-style-type: none"> a. Coverage under two single plans with premium contributions paid at the percentage identified herein; or b. Coverage under one family plan with 100% of the premium paid by the district. 	

2018-19 DISTRICT COMMITTEES with BOARD MEMBERSHIP

Board President is included in all Committees

BUSINESS SERVICES (Officers)

(Meets Thursday prior to Board Mtg. 1pm)

Jon Pesko, President
Marty Krog, Vice-President
Joe Fox, Treasurer
Tracie Burkart, Clerk

SCHOOL FOREST

Gabe Lind
Kevin Rose

FACILITIES/TRANSPORTATION

(Meets Thursday prior to Board Mtg 12:30 pm)

Gabe Lind
Marty Krog
Jon Pesko

SPECIAL ED ADVISORY

Joe Fox

HUMAN GROWTH/DEVELOPMENT & HEALTH

Tracie Burkart

ATHLETIC AD HOC

Gabe Lind

INFORMATION TECHNOLOGY

Joe Fox
Paula Houdek
Marty Krog
Student Liaison

NEGOTIATIONS

Board officers

CURRICULUM

Paula Houdek
Stephen Willett

NUTRITION

Gabe Lind
Hailey Halmstad

BOARD APPOINTMENTS

CESA # 12 Hailey Halmstad
WASB Delegate Paula Houdek
Crisis Team Kevin Rose
WI Rural Schools Stephen Willett

POLICY REVIEW

(Meets Wednesday prior to Board Mtg 5pm)

Tracie Burkart
Hailey Halmstad
Paula Houdek
Stephen Willett

REVENUE

Marty Krog
Jon Pesko
Stephen Willett

Note from Jon Pesko: I have not
Changed much this year besides adding
Paula Houdek and Gabe Lind

MINUTES OF PHILLIPS BOARD OF EDUCATION ORGANIZATIONAL MEETING
Monday, May 20, 2019

- I. The Phillips Board of Education meeting was called to order by President Pesko at 5:00 pm in the 6-12 Learning Center.
- II. Present: Burkart, Fox, Halmstad, Houdek, Lind, Pesko, Rose, Willett, and Student Liaison Peterson. Absent: Rose. Administration present: Morgan, Lehman, Hoogland, Lemke and Scholz. Others: Staff, students, and community members.
- III. Board Organizational Meeting
 - A. Motion (Willett/Krog) to appoint Rick Morgan as the organizational chairperson
 - B. Election of officers:
 1. Houdek nominated Tracie Burkart as President. Burkart declined nomination. Willett nominated Jon Pesko as President. Motion (Krog/Willett) to close nominations and have the secretary cast a unanimous vote for Jon Pesko for President. Motion carried 8-0.
 2. Motion (Willett/Krog) to suspend rules and nominate Vice-President, Clerk, and Treasurer. Houdek nominated Tracie Burkart as Vice-President. Burkart declined nomination. Willett nominated Marty Krog as Vice President. Motion (Willett/Krog) to close nominations and have the secretary cast a unanimous vote for Marty Krog for Vice-President. Motion carried 8-0.
 3. Krog nominated Tracie Burkart as Clerk. Motion (Pesko/Willett) to close nominations and have the secretary cast a unanimous vote for Tracie Burkart as Clerk. Motion carried 8-0.
 4. Willett nominated Joe Fox as Treasurer. Motion (Pesko/Krog) to close nominations and have the secretary cast a unanimous vote for Joe Fox as Treasurer. Motion carried 8-0.
 - C. President Pesko appointed Hailey Halmstad as CESA #12 delegate and Paula Houdek as the WASB delegate. Jon Pesko will be alternate for WASB delegate.
 - D. Board president, clerk and treasurer were appointed as check signers.
 - E. Motion (Willett/Krog) to designate Price County Review as the official district newspaper. Motion carried 8-0.
 - F. Board President Pesko will be reviewing the committee list and contacting members regarding changes.
 - G. Board meeting dates are set for the third Monday of each month at 6:00 p.m. The annual meeting will be held on October 7, 2019.
 - H. Motion (Houdek/Halmstad) to adjourn the organizational meeting at 5:10 p.m. Motion carried 8-0.

Respectfully submitted,

Tracie Burkart, Clerk
Board of Education

MINUTES OF PHILLIPS BOARD OF EDUCATION REGULAR MONTHLY MEETING
Monday, May 20, 2019

- I. The Phillips Board of Education meeting was called to order by President Pesko at 5:10 pm in the 6-12 Learning Center. The Pledge of Allegiance was recited.
- II. Present: Burkart, Fox, Halmstad, Houdek, Lind, Pesko, Willett and Student Liaison Peterson. Absent: Rose. Administration present: Superintendent Morgan, Finance Manager Lehman, Principals Scholz and Hoogland, and Pupil Services Director Lemke. Others: Staff, students, and community members.
- 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. Students of the Month were Suzanne Ludwig (grade 5) and Nick Pesko (grade 3).
 2. Diana Nikkali was introduced as the new 4K teacher for the fall. There will be a Meet & Greet for 4K on Tuesday, May 28th. At this time there are 36 students.
 3. Logger Learning Celebration - Spring Fling will be held Tuesday, May 21 from 5:00 - 6:30 pm.
 4. The Year-End Carnival will be held on May 31st with June 4 as a rain date.
 5. Summer school will run again this year for three weeks beginning June 10th. Classes will be held Mondays - Thursday.
 - B. Phillips Middle/High School Principal Report
 1. Students of the month for Phillips Middle School are Andrew Krueger (6), Naomi Nyberg (7), and James Bruhn (8).
 3. Students of the quarter for Phillips High School for 3rd and 4th quarter are Caleb Carlsen (12), Megan Schluter (10), Anthony Rohaley (12), and Jessica Roush (11).
 4. Jessica Roush was elected by the Phillips High School students to serve as the 2019-20 student liaison. Justin Polacek will serve as alternate.
 - C. Director of Pupil Services
 1. Mental Health Grant Update
 - a) This past year we received three grants (Flambeau Hospital and two DPI for AODA and mental health). These have been applied for again for next year. The mental health coordinator is full-time.
 - b) Anna Childs from SOAR is providing counseling inside the school (the school provides a physical location only). She is serving 30-40 children in the district. She started out one day/week and is now at two days/week. She will have a space during summer hours.
 2. State Testing Update - All tests were completed last week. Some tests are scheduled for release in June and others in July.
 - D. Superintendent Report
 1. The Facility Action Committee will meet on Wednesday, May 22 at 3:45 p.m. for the last meeting of the school year. In September a Reaction Committee

will be formed and a community survey to highlight the top two plans/designs. These top two plans will be shared with the Board at the June meeting.

2. The building administration support position was discussed with administration. This will be added to next month's agenda for discussion and action.
 3. Mr. Houdek was given commendation for the successful grant application award of \$100,000/year for a five-year period that supports school programs. The programs average 30-55 kids/day with the mornings usually the busiest. Mr. Houdek reported that the programs touch 240 different students over the school year.
- E. Student Liaison reported that seniors are busy getting ready for graduation on Friday. Wednesday evening will be the senior scholarships and awards. The middle school music concert is tonight and sport teams are finishing up their seasons and tournament schedules.
- F. Policy committee met on May 15th and discussed:
- 1) First readings of 461 Higher Education Academic Excellence Policy, 341.34 School Nutrition and Wellness, and 763 Student NonDiscrimination Food Service;
 - 2) second readings of 421 Rule 1, Admission to 4K, Kdgn and First Grade and PHS Athletic Code.
 - 3) Discussion was held on school forest fishing and how it aligns with the hunting policies.
 - 4) Employee Handbook Revision Timeline is now open for the 2019-2020 school year revisions We have a request to review Section 4.10.1 Paid Time Off: to clarify "family" vs "personal" leave and a request to review Section 3.1.1 Emergency Closings: snow days and taking PTO. The 2019-2020 school calendar has incorporated make-up days as a suggestion in this section.
- G. Business services committee met on May 16th and discussed the administrative support position and how it can be used to reduced administrative overload, a core team update from Miron/HSR, 21st Century grant, engineering firm projects for the parking lot area, benefits for less than full-time employees (recommendation to grandfather existing employees and recruits up to 6/30/2019) and the 2019-20 staffing update. Approximately \$30,000 federal special education grant was secured by Ms. Lemke for a handicap accessible van. Mr. McMillan's request for one summer employee under 80 total hours to assist with bus cleaning was approved. Request to have the bleachers in Logger Camp power cleaned was approved. Mr. Berens will schedule. Business services meeting for June will be scheduled for June 19 to accommodate auditors being in the district on June 20th.
- VI. Items for Discussion and Possible Action.
- A. The Employee Handbook revisions will be reviewed at business services committee meeting in June and be forwarded to the Board.
 - B. Engineers are looking at the parking lot project and cost. We will need to determine if this will be covered as part of a referendum or if we will pay out of the general budget next year or 2020-21 year.
 - C. The school safety remodel project for 6-12 office has not been scheduled yet due to weather.
- VII. Consent Items - Motion (Krog/Willett) to approve all consent items. Motion carried 8-0. (Mr. Willett not voting on the 2nd reading of PHS Athletic Code).
- A. Approved minutes from April 15, 2019 Board meetings.
 - B. Approval of personnel report:

- 1) Approved hiring of Rachel Dahlke - 6-12 Business Education Teacher & FBLA Advisor; Caitlin Vyskocil - Kdgn Teacher; Diana Nikkila - 4K Teacher; Sandra Lasee - Custodian I/Pool & PHS; Julie Teeters - Cook I/PES; Jessica Strasburg - Paraprofessional starting 2019-20; Mel Eggebrecht - MS Volleyball Coach; Margaret Obadal - MS Asst Volleyball Coach; Austin Edwards - Summer student custodian; Brady Halmstad - Summer student custodian
 - 2) Approved resignations/retirements: Brent Jenkins - Custodian I/Pool (2 years); Lance Johnson - Football Varsity Assistant Coach (2 years)
- C. Approved second reading of Policies: (All policies are located on the district website)
- 1) 421 Rule 1, Admission to 4K, 5K and First Grade
 - 2) 411 Equal Educational Opportunities
 - 3) PHS Athletic Code
- D. Approved bills from April 2019 (#345652-345816 and wires) for a total of \$555,252.76.

VIII. The next regular board meeting will be held on June 17, 2019 at 6:00 p.m. Items to include are approval of preliminary budget, benefits for less-than-full-time employees, second reading of policies, update on building plans.

Paula Houdek noted that she attended the new board member orientation in Three Lakes and the CESA 9 spring workshop on legal roles and responsibilities and found each to be extremely beneficial.

- IX. Motion (Adolph/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:
 - Contract Negotiation Parameters for 2019-2020 Salary and Wages
 - B. Pursuant to WI Stat. Sec. 19.85(1)(f) for the purpose of considering open enrollment requests for 2018-2019 school year.
 - Requests to enter the school district of Phillips
 - Requests to leave the school district of Phillips
 - C. 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
- 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. Motion (Willett/Halmstad) to reconvene into open session. Motion carried 8-0 at 6:55 p.m.
- XI. Motion (Willett/Adolph) to reconvene into open session. Motion carried 7-0.
- XII. Action Items.

- A. Motion (Willett/Krog) to direct Superintendent Morgan to negotiate with PEA within the parameters set by the Board on wages and salary. Motion carries 7-1.
 - B. Motion (Willett/Krog) to approve requests to enter and to leave the school district of Phillips through open enrollment. Motion carries 8-1.
- XIII. Motion (Willett/Halmstad) to adjourn. Motion carried with roll call vote 8-0. Adjourned at 7:25 p.m.

Respectfully submitted,

Tracie Burkart, Clerk
Board of Education

**Personnel Report
April 13, 2019 - May 14, 2019**

New Hires/Transfers

Name/Position	Status	Hiring Salary	Previous Salary	Effective
Eric Winter Tech Education Teacher	Replace Tim Brown	\$45,000.00	\$59,813.48	8/20/19
Annika Johnson PHS Summer Custodian	Seasonal	\$7.69 New	N/A	6/6/19
Nick Gabay - PhMS Cross Country Coach	Waiting for app New Position	\$1044.46	N/A	Fall Season
Breanna Lavene - PhMS Cross Country Asst. Coach	Waiting for app New Position	\$720.67	N/A	Fall Season
Scott Grunwaldt Bus Route Drive	Replace Ed Riley	\$18.65/hr.	\$93.55/Day	5/20/2019
Hjalmer Johnson Asst Varsity Football Coach	Replace Lance Johnson	\$2,087.86	Same	Fall Season
Courtney Koslowski Elementary Teacher	Move from long-term sub to full contract	\$40,400.00	N/A	8/20/19

Recruitment

Position	Position Status	Location	Posting Date
Bus Route Driver (2)	Replace Kathy Severson, Theresa Johanik	Bus Garage	03-01-2019
K-2 Vocal Music Teacher	Replace Kyle Schleife	Districtwide	06-03-2019
Paraprofessionals	Replace Jessica Curler New 4K Paraprofessional	Elementary School	06-14-2019

Resignations/Retirements

Name	Position	Resignation/ Retirement	Effective Date	Years of Service	Location
Kyle Schleife	K-12 Vocal Music Teacher	Resignation	6-7-2019	1	District
Jessica Curler	Paraprofessional	Resignation	6-7-2019	4	PES

EDTLOC_SRC_FUNC	PRJ_LOC_SRC	2018-19 Revised Budget	2017-18 Revised Budget	May 2018-19 Monthly Activi	May 2017-18 Monthly Activi	2018-19 FYTD Activity	2017-18 FYTD Activity	2018-19 FYTD %	2017-18 FYTD %
10R---	180 41800-		5,400.00						
	---		COMMUNITY SERVICE						
10R---	180 41900-		5,400.00						
	---		COMMUNITY SERVICE						
10R---	180 50000-		5,400.00						
	---		COMMUNITY SERVICE						
10R---	211 50000-	3,943,802.00	4,239,337.00	105,723.79	112,306.91	2,483,844.97	2,709,311.76	62.98	63.91
	---		CURRENT YEAR PROPERTY TAX						
10R---	213 50000-	2,478.00	2,269.00	700.42	555.77	1,756.41	1,921.95	70.88	84.70
	---		MOBILE HOME TAX						
10R---	249 50000-	4,000.00	9,465.00		161.32	4,641.87	3,384.78	116.05	35.76
	---		TRANSPORTATION FEES						
10R---	264 50000-	1,500.00	1,416.00			1,555.00	8,845.00	103.67	624.65
	---		SURPLUS NON-CAPITAL OBJECTS						
10R---	271 50000-	11,000.00	12,650.00			10,341.00	10,826.00	94.01	85.58
	---		ADMISSIONS						
10R---	279 50000-	11,000.00	13,000.00	200.00	470.80	8,885.46	8,971.92	80.78	69.01
	---		OTHER SCHOOL ACTIVITY INCOME						
10R---	280 50000-	9,000.00	7,600.00	3,520.43	767.06	26,535.85	7,218.02	294.84	94.97
	---		INTEREST ON INVESTMENTS						
10R---	291 50000-		40,000.00				3,000.00		7.50
	---		GIFTS, FUNDRAISING, CONTRIBS						
10R---	292 50000-	21,000.00	18,100.00		1,650.00	18,832.00	16,503.00	89.68	91.18
	---		STUDENT FEES						
10R---	293 50000-	15,000.00	15,000.00	1,564.09	2,912.97	13,047.09	14,814.48	86.98	98.76
	---		RENTALS						
10R---	345 50000-	266,042.00	231,692.00				601.45		28.64
	---		OPEN ENROLLMENT WI SCH. DIST.						
10R---	515 50000-	6,462.00	2,100.00						
	---		TRANSIT OF AIDS INTER. SOURCES						
10R---	517 50000-	4,385.00	4,385.00						
	---		TRANSIT OF FEDERAL AIDS						
10R---	612 50000-	61,226.00	61,226.00			63,855.00	70,055.00	104.29	114.42
	---		TRANSPORTATION AID						
10R---	613 50000-	29,259.00	23,755.00			29,259.00	28,675.00	100.00	120.71
	---		LIBRARY AID						
10R---	621 50000-	3,239,871.00	2,918,331.00			2,070,698.00	1,864,626.00	63.91	63.89
	---		EQUALIZATION AID						
10R---	630 50000-	126,092.00	23,892.00	1,442.25		6,962.25	5,520.00	5.52	23.10
	---		SPECIAL PROJECT GRANTS						
10R---	650 50000-	210,000.00	199,181.00			167,318.00	139,700.00	79.68	70.14
	---		SAGE AID						
10R---	660 50000-	1,650.00	1,810.00			1,514.85	1,638.40	91.81	90.52
	---		STATE REVENUE THROUGH LOCAL						
10R---	691 50000-	14,811.00	7,071.00	7,567.77		7,567.77	51.10		
	---		COMPUTER AID						
10R---	695 50000-	515,352.00	352,800.00			510,774.00	352,800.00	99.11	100.00
	---		Per Pupil Aid						
10R---	699 50000-	92,601.00	1,000.00			12,426.00	13.42		
	---		OTHER STATE REVENUE						
10R---	730 50000-	172,715.00	179,397.00			8,340.21	17,208.14	4.83	9.59
	---		SPECIAL PROJECT GRANTS						
10R---	751 50000-	143,541.00	171,394.00				21,986.90	12.83	
	---		ESEA TITLE IA						
10R---	780 50000-	42,500.00	42,500.00	70,597.64	64,377.34	70,597.64	64,377.34	166.11	151.48
	---		FED AID THRU STATE NOT DPI						
10R---	861 50000-					3,943.56	12,265.27		
	---		EQUIPMENT SALES/LOSS						
10R---	878 50000-		121,267.38			5,425.84	121,267.38		100.00
	---		CAPITAL LEASES						
10R---	964 50000-						22,432.00		
	---		NON-CAPITAL INS SETTLMTS						
10R---	971 50000-	25,000.00	25,000.00		5,246.13	17,707.25	23,057.40	70.83	92.23
	---		REFUNDS - PRIOR YR., E-RATE						
10R---	990 50000-	10,000.00	10,000.00			2,700.00	47,022.98	27.00	470.23
	---		MISCELLANEOUS						
10R---	999 50000-	200.00	200.00			56.00	228.50	28.00	114.25
	---		COPY FEES						
10-----	-----	8,980,487.00	8,752,038.38	191,316.39	188,474.80	5,548,585.02	5,578,258.67	61.78	63.74
	-----		GENERAL FUND						
Grand Revenue Totals		8,980,487.00	8,752,038.38	191,316.39	188,474.80	5,548,585.02	5,578,258.67	61.78	63.74

FDT	OBJ FUNC	PRJ	OBJ	2018-19 Revised Budget	2017-18 Revised Budget	May 2018-19 Monthly Activity	May 2017-18 Monthly Activity	2018-19 FYTD Activity	2018-19 FYTD %	2017-18 FYTD %
10E	11		UNDIFFERENTIATED CURRICULUM	1,730,015.00	1,733,407.77	136,088.00	127,505.45	1,401,556.84	81.01	81.10
10E	12		REGULAR CURRICULUM	1,791,978.17	1,804,061.00	151,635.30	144,106.93	1,571,123.08	87.68	85.00
10E	13		VOCATIONAL CURRICULUM	339,662.90	344,455.00	37,620.97	27,709.97	326,347.86	96.08	87.97
10E	14		PHYSICAL CURRICULUM	168,290.00	167,250.00	12,228.52	13,036.71	136,632.33	81.19	83.60
10E	16		CO-CURRICULAR ACTIVITIES	144,705.00	146,233.00	19,366.80	20,007.76	123,996.14	85.69	87.78
10E	17		OTHER SPECIAL NEEDS	14,858.00	15,258.00	210.26	209.87	6,502.15	43.76	57.78
10E	21		PUPIL SERVICES	241,868.89	170,939.00	19,348.00	14,700.70	204,443.72	84.53	77.34
10E	22		INSTRUCTIONAL STAFF SERVICES	305,983.01	212,984.00	30,629.48	26,935.89	240,283.12	78.76	105.16
10E	23		GENERAL ADMINISTRATION	265,543.00	265,543.00	17,646.41	19,688.54	236,129.00	88.92	86.35
10E	24		SCHOOL BUILDING ADMINISTRATION	593,202.00	569,101.00	42,919.46	40,356.48	455,993.42	76.87	83.18
10E	25		BUSINESS ADMINISTRATION	2,026,481.98	2,053,453.12	132,800.37	176,745.52	1,614,532.04	79.67	82.47
10E	26		CENTRAL SERVICES	28,460.00	337,767.00	3,855.89	19,002.05	29,894.25	105.04	60.11
10E	27		INSURANCE & JUDGMENTS	142,192.00	143,555.00	61.15	5,045.98	128,132.64	90.11	111.90
10E	28		DEBT SERVICES	50,426.00	36,539.37	5,627.35	4,120.70	49,326.59	97.82	92.47
10E	29		OTHER SUPPORT SERVICES	287,071.50	153,738.00	12,001.64		215,074.37	74.92	98.23
10E	41		TRANSFERS TO ANOTHER FUND	866,000.00	807,411.00					
10E	43		PURCHASED INSTRUCTIONAL SERV	517,079.00	552,191.00	4,790.60	7,391.25	37,181.89	7.19	10.48
10E	49		OTHER NON-PROGRAM TRANSACTIONS	2,040.00	2,040.00			528.66	25.91	
Grand Expense Totals				9,514,956.45	9,515,926.26	626,830.20	646,563.80	6,777,678.10	71.23	72.28

Number of Accounts: 1285

Funds Available to the District as of May, 2019:

First National Bank (General Checking)	226,984.14
Local Gov't Investment Pool	1,370,913.05
First National Bank (Savings)	4,341.13
Total	1,602,238.32

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

1,500,000

Total Borrowed (through 05/31/19):

0.00

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