

Phillips Board of Education
Regular Board Meeting

Monday, November 25, 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.	Public notice of this 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	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, Committee Reports, and Conference/Workshop Reports <ul style="list-style-type: none"> A. AODA Mental Health Regional Meeting B. Director of Pupil Services Report C. Superintendent Report <ul style="list-style-type: none"> 1. Federal/State Grant Reports 2. Community Ball Park Update and Costs D. Policy Committee Report E. Transportation/Facilities Committee Report F. Business Services Committee Report 	Houdek Lemke Morgan Burkart Krog Burkart	
VI.	Items for Discussion and Possible Action <ul style="list-style-type: none"> A. School Perceptions Survey Review and Resolution Process and Timeline 	Morgan	
VII.	Consent Items <ul style="list-style-type: none"> A. Approval of Minutes from October 21, 2019 Regular Board Meeting and October 30 and November 6, 2019 Special Board Meetings B. Second Reading of 621/622 Budget Policy C. Approval of Personnel Report D. Approval of Bills 	Pesko	3-7 8 9 PDF
VIII.	Items for Next Board Meeting	Pesko	
IX.	Adjourn	Pesko	

MINUTES OF PHILLIPS BOARD OF EDUCATION REGULAR MONTHLY MEETING
Monday, October 21, 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. The Pledge of Allegiance was recited.
- II. Present: Burkart, Fox, Halmstad, Houdek, Krog, Lind, Pesko, Rose, and Student Liaison Polacek. Absent: Willett Administration present: Superintendent Morgan and Principal Hoogland 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. President Pesko read the list of donations from March 1 through September 30, 2019 and expressed thanks to our community.
- VI. Administrative and Committee Reports
 - A. Phillips Middle/High School Principal Report - Colin Hoogland commented on the following:
 1. The 6-12 choir concert this evening will include a debut of the new volunteer show choir.
 2. Our new police liaison started on Friday.
 3. Veteran Day programs will be held on November 11 starting with a program at the elementary school and another program at the 6-12 auditorium. Veterans will be invited to stay for lunch.
 4. Twenty-five students from Phillips participated in a Sources of Strength training through NTC.
 5. Approval is requested during the consent items for two out-of-state trips: October 30th to the Aquarium in Duluth, MN and May 1st to the Festival of Nations in St. Paul.
 - B. Paula Houdek reported on the WASB Fall Regional meeting that she attended in Ashland. The evening included session on issues surrounding retaining quality teachers, legislative updates, and future initiatives in WASB.
 - C. Summer School Director Report - Tyler Ring summarized the 2019 summer school program as very successful. The programming was similar to past years with approximately 50 course offerings for students. Two new courses this year were soccer camps and DNR hunter safety. The Building Better Athlete (BBA) program was very well attended this year. There was a higher number of non-resident students attending, however the number of minutes required to include them as one FTE is quite high. The meal program again was very well received with both breakfast and lunch offered to all children up to the age of 18 whether they attended summer school or not. Work is already underway for the 2020 summer school session. Contacts are being made to include other safety programs.
 - D. Superintendent Report
 1. Superintendent Morgan reported on the Fall Superintendents Conference held recently. The new State Superintendent Stanford Taylor and Governor Evers both addressed the conference. There was an intent focus on mental health issues. Paula Houdek commented on the widespread interest in mental health from county workshops to news media.

2. The presentation of the Friend of Education Award will be moved from the Board meeting to half-time of a December sporting contest to include more community people in this event.
- E. Student Liaison Report
1. Students of the month at Phillips Elementary are Ella Vollendorf (Grade 2) and Dexter Dabler (Grade 4)
 2. Students of the month at Phillips Middle School are Evan Johnson (Grade 6), Ariel Henney (Grade 7), and Brooke Eckert (Grade 8).
 3. Homecoming was a success. There was lots of participation in dress-up days and the planned activities.
 4. Fall sports teams have completed their seasons or have State tournament events coming up this week.
 5. Students from Phillips and Prentice attended Sources of Strength training (suicide prevention) to learn how to spot mental health issues and ways to help their peers.
- F. Policy Committee Report
1. Policy 621/622 Budget Policy was reviewed. The sentence "No annual meeting may be held before May 15 or after September 30 is being removed and the policy is presented for first reading.
 2. Supervisory job descriptions were reviewed and will be presented for first reading in November.
 3. A job description for a PK4-Grade 12 Health Support Staff position was reviewed.
- G. Transportation/facilities committee met and discussed:
1. Facilities: The 1998 portion of the elementary heating controls have been updated. The safety window film was installed this week. Pool pumps have been updated and the snow plow crew is ready for winter.
 2. Transportation: One of the 2007 buses is having mechanical issues. There is a full roster of bus drivers. Fuel costs are significantly less with the addition of propane buses. DOT inspections are scheduled for November 6 and 15, 2019.
- H. Business services committee met and discussed:
1. Closed session to address items listed on agenda
 2. School Perceptions reports that approximately 600 surveys have been returned. There will be one more reality radio session before the survey closing. Results will be discussed on November 6th.
 3. Waiting to hear from Dept of Justice on transfer of savings in the Safety Grant from year one to year two.
 4. Window film is completed; however, installers are being contacted and payment withheld until flaws are rectified.
 5. Reviewed items from transportation/facilities meeting.
 6. Discussed additions to the regular meeting agenda.
 7. Discussed the Positive Pay program available through Forward Bank.
 8. Bills were reviewed.
- VI. Items for Discussion and Possible Action.
- A. The special meeting to approve the levy will be held on October 30 at 12:15 pm.
 - B. Motion (Krog/Burkart) to move the November board meeting to November 25, 2019 at 6:00 pm. November committee meetings will remain on their regular schedule. Motion carried 8-0.
 - C. Motion (Houdek/Burkart) to table items C. Mental Health/AODA Grant Report, D. CLC Grant Coordinator Report, and E. Federal Title Grant Report to the November meeting. Motion carried 8-0.

- D. Motion (Krog/Houdek) to approve the October 30, 2019 trip to Duluth, MN and the May 1, 2020 trip to St. Paul, MN. Motion carried 8-0.
- VII. Consent Items - Motion (Krog/Houdek) to approve all consent items. Motion carried 8-0.
- A. Approved minutes from September 16, 2019 Board meeting.
- B. Approved personnel report (hiring of Jessica Lewis, LTE paraprofessional and renewal of non-faculty coaching contracts to Trevor Raskie, Jacob Olson, Timothy Podmolik, Tim Brown, Joe Grapa, and Josh Upson).
- C. Approved bills from September 2019 (#346291 - 346485 and wires) for a total of \$524,976.46.
- VIII. The next regular board meeting will be held on November 25, 2019 at 6:00 p.m. Items to include Academic & Career Planning website approval, first reading of supervisory job descriptions, federal Title grant, AODA/Mental Health Grant, After-School Program grants, and state assessment data if embargo has been lifted.
- IX. Motion (Krog/Willet) to convene into executive session at the conclusion of the open session pursuant to:
- A. 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.
- Supervisor positions.
 - AODA/Mental Health Grant positions
- Motion carried 8-0 with roll call vote at 6:05 p.m.
- X. Motion (Lind/Halmstad) for the Board to reconvene into open session pursuant to WI Stat. Sec. 19.85(1), if necessary, to act on motions made during the executive session. Motion carried 7-0 at 7:16 p.m.
- XI. Motion (Krog/Fox) to direct Superintendent Morgan to seek legal counsel review of written request from PEA. Motion carried 7-0.
- IX. Motion (Halmstad/Krog) to adjourn at 7:17 p.m.

Respectfully submitted,

Tracie Burkart, Clerk
Board of Education

SCHOOL DISTRICT OF PHILLIPS
Special Board Meeting Minutes
Wednesday, October 30, 2019
Phillips High School Conference Room

The meeting was called to order at 12:15 PM by President Pesko.

- I. Roll Call: Burkart-yes; Fox-yes; Halmstad-yes; Houdek-yes; Krog-absent; Lind-yes; Rose-absent; Willett-absent. Administration present were Superintendent Morgan and Financial Manager, Ms. Lehman .
- II. Appointment of Secretary
-Ms. Burkart
- III. Approval of 2019-2020 Budget and 2019-2020 property tax levy
-Ms. Lehman presented the amended 2019-2020 budget along with the 2019-2020 tax table and property tax levy proposal for 2019-2020.

Motion (Fox/Lind) to approve the 2019-2020 budget amendments and new tax levy of \$4,624,328.00. Motion carried 6-0.

- IV. Motion to adjourn (Lind/Halmstad). Motion carried. Adjourn at 12:21 PM.

Respectfully submitted,

Tracie L. Burkart, Clerk
Board of Education

SCHOOL DISTRICT OF PHILLIPS
Special Board Meeting Minutes
Wednesday, November 6, 2019
Phillips Middle School Learning Center

- I. Call to Order:
The meeting was called to order at 6:00 PM by President Pesko.

- II. Roll Call of Board Members: Burkart-yes; Fox-no; Halmstad-yes; Houdek-yes; Krog-yes; Lind-yes; Rose-yes; Willett-no.
Administration present were Superintendent, Mr. Morgan; Director of Pupil Services,
Ms. Lemke; Principal Scholz; Principal Hoogland .

- III. Review of Open Meeting Law – President Pesko

- IV. School Perceptions Survey Result
 - A. Ms. Peterson from School Perceptions gave a presentation of the survey results that included the following: Option 1 has some support vs. Option 2 not having support. The option to demolish portion of elementary school is positively supported. The option for parking lot improvement doesn't have support. Suggestions by Ms. Peterson for educating the district included social media, website, video and written documents.
 - B. Ms. Prestebak reviewed the timeline for next steps as follows: comments next week, business partnership talks on needs for future target the 1st week of December, November board meeting agenda item for discussion and December board meeting agenda to begin proposal for resolution, Special Meeting in January, if needed with a due date of January 28, 2020 for adoption of a resolution. She will be working on closure with existing committees and mobilizing key communicator group. Other focus areas: 1-page informational sheet for public on-line next week in collaboration w/Ms. Peterson, MyVote.gov education and mobilizing of parents/staff, and factual summary of survey results.

- V. Motion to adjourn (Houdek/Krog). Motion carried. Adjourn at 7:27 PM.

Respectfully submitted,

Tracie L. Burkart, Clerk
Board of Education

1. The annual budget shall be developed under the direction of the business manager. Those providing input to budget development include Board members, District superintendent, principals, maintenance, and transportation supervisors, and all teachers and employees working through their supervisors. From this input a preliminary budget will be developed and presented to the Board as a regular or special Board meeting in June. Any changes deemed appropriate at the June meeting will be incorporated into the budget that is to be published in advance of the budget hearing. This budget shall be published no less than ten days prior to the budget hearing. During the ten days prior to the hearing, written copies of the budget will be available to the general public.

After the budget hearing in the late summer or early fall, the Board may incorporate changes as suggested by those at the hearing or as they deem appropriate. The administration may make adjustments to the budget during this time if circumstances change which necessitate such adjustments. Also, such charges shall be listed and given to the Board prior to final budget adoption which shall be no later than the regular Board meeting in October. Any change in budget appropriations after adoption will be in accordance with state statutes.

2. A school facilities inspection tour will be held in April or May. Board members may participate in the tour. Information gathered during the tour and during the subsequent discussion shall be used to help develop the budget.
3. During the June budget meeting the administration shall present the Board with a preliminary tax levy figure. The preliminary figure may be revised at the regular July Board meeting. The Board may revise the levy after the Annual Meeting if necessary in accordance with state statutes.
4. The Annual Meeting shall be held in a public school building on the fourth Monday of July, unless the electors at one Annual Meeting determine to thereafter hold the Annual Meeting on a different date or hour.

*Approved: 01/30/67
Revised: 02/12/91
Reviewed: 04/17/00
Reviewed: 11/25/19*

**Personnel Report - Amended
October 18, 2019 to November 20, 2019**

New Hires/Transfers

Name/Position	Status	Hiring Salary	Previous Salary	Effective
Rebecca Steinbach Take Ten Paraprofessional	Grant Position	\$11.56	N/A	10/22/2019

Recruitment

Position	Position Status	Location	Posting Date

Resignations/Retirements

Name	Position	Resignation/ Retirement	Effective Date	Years of Service	Location

FTF	OBJ FUNC	PRJ	OBJ	2019-20 Revised Budget	2018-19 Revised Budget	October 2019-20 Monthly Activity	October 2018-19 Monthly Activity	FYTD Activity	2019-20 FYTD %	2018-19 FYTD %
10E	11		UNDIFFERENTIATED CURRICULUM	1,815,675.77	1,736,470.55	148,226.69	151,178.25	450,403.66	24.81	23.94
10E	12		REGULAR CURRICULUM	2,007,528.59	1,792,078.17	152,148.59	159,402.73	464,547.44	23.14	24.97
10E	13		VOCATIONAL CURRICULUM	374,230.74	339,662.90	30,826.04	31,488.71	95,499.54	25.52	26.81
10E	14		PHYSICAL CURRICULUM	175,042.00	168,290.00	13,328.90	12,725.29	44,540.74	25.45	26.15
10E	16		CO-CURRICULAR ACTIVITIES	151,461.00	144,955.00	6,127.69	15,592.94	31,576.13	20.85	20.43
10E	17		OTHER SPECIAL NEEDS	14,117.00	16,723.40	3,750.00	304.13	3,770.00	26.71	29.53
10E	21		PUPIL SERVICES	278,458.79	242,190.73	17,934.90	23,439.48	53,477.64	19.20	24.92
10E	22		INSTRUCTIONAL STAFF SERVICES	321,990.00	305,336.62	14,316.57	24,122.26	119,337.51	37.06	22.55
10E	23		GENERAL ADMINISTRATION	286,627.00	265,543.00	22,525.92	19,080.44	100,062.33	34.91	35.17
10E	24		SCHOOL BUILDING ADMINISTRATION	610,610.80	593,202.00	52,522.31	41,159.34	193,872.50	31.75	28.90
10E	25		BUSINESS ADMINISTRATION	2,000,648.63	2,026,481.98	179,381.87	176,588.69	648,341.91	32.41	30.60
10E	26		CENTRAL SERVICES	32,640.00	28,460.00	2,395.35	3,753.95	9,119.10	27.94	171.23
10E	27		INSURANCE & JUDGMENTS.	172,183.00	142,192.00	31,455.92	99.31	62,233.34	36.14	36.26
10E	28		DEBT SERVICES	51,115.00	50,426.00	7,429.59	5,489.35	20,205.69	39.53	38.70
10E	29		OTHER SUPPORT SERVICES	323,324.00	287,071.50	15,820.14	15,369.23	147,430.18	45.60	24.47
10E	41		TRANSFERS TO ANOTHER FUND	866,000.00	866,000.00					
10E	43		PURCHASED INSTRUCTIONAL SERV	525,125.00	517,079.00	3,164.00	2,178.40	3,164.00	0.60	0.57
10E	49		OTHER NON-PROGRAM TRANSACTIONS	2,040.00	2,040.00			721.71	35.38	
Grand Expense Totals				10,008,817.32	9,524,202.85	701,354.48	681,972.50	2,448,303.42	24.46	23.52

Number of Accounts: 1357

Funds Available to the District as of October, 2019:

First National Bank (General Checking)	387,038.52
Local Gov't Investment Pool	558,324.75
First National Bank (Savings)	4,354.52
Total	949,717.79

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

1,500,000

Total Borrowed (through 10/31/19):

0.00

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

FYDLOC SRC_FUNC	PRJ_LOC SRC	2019-20 Revised Budget	2018-19 October 2019-2 Monthly Activi	2018-19 October 2018-1 Monthly Activi	2019-20 FYTD Activity	2018-19 FYTD Activity	2019-20 FYTD %	2018-19 FYTD %
10R---	180 41800-	5,400.00						
	COMMUNITY SERVICE							
10R---	211 50000-	4,013,936.65	3,943,802.00					
	CURRENT YEAR PROPERTY TAX							
10R---	213 50000-	2,300.00	2,478.00					
	MOBILE HOME TAX							
10R---	249 50000-	4,000.00	4,000.00	161.33			13.57	54.47
	TRANSPORTATION FEES							
10R---	264 50000-	1,500.00	1,500.00		542.84		13.57	54.47
	SURPLUS NON-CAPITAL OBJECTS							
10R---	271 50000-	10,000.00	11,000.00	2,671.00	5,314.30		354.29	103.67
	ADMISSIONS							
10R---	279 50000-	10,000.00	11,000.00	2,738.00	4,052.00		40.52	28.66
	OTHER SCHOOL ACTIVITY INCOME							
10R---	280 50000-	8,700.00	9,000.00	1,875.95	3,477.60		34.78	16.95
	INTEREST ON INVESTMENTS							
10R---	292 50000-	24,700.00	21,000.00	1,689.00	9,551.37		109.79	103.53
	STUDENT FEES							
10R---	293 50000-	11,500.00	15,000.00	1,800.00	17,419.87		70.53	36.68
	RENTALS							
10R---	345 50000-	290,904.00	266,042.00	1,800.00	4,381.23		38.10	27.14
	OPEN ENROLLMENT WI SCH. DIST.							
10R---	515 50000-	4,385.28	4,385.00					
	TRANSIT OF AIDS INTER. SOURCES							
10R---	517 50000-	61,415.00	61,226.00					
	TRANSIT OF FEDERAL AIDS							
10R---	612 50000-	28,000.00	29,259.00					
	TRANSPORTATION AID							
10R---	613 50000-							
	LIBRARY AID							
10R---	621 50000-	3,372,389.00	3,239,871.00		478,172.00	431,917.00	14.18	13.33
	EQUALIZATION AID							
10R---	630 50000-	114,040.00	127,092.00					
	SPECIAL PROJECT GRANTS							
10R---	650 50000-	257,908.56	210,000.00					
	SAGE AID							
10R---	660 50000-	1,640.00	1,650.00					
	STATE REVENUE THROUGH LOCAL							
10R---	691 50000-	14,811.00	14,811.00					
	COMPUTER AID							
10R---	695 50000-	575,050.00	515,352.00					
	Per Pupil Aid							
10R---	699 50000-	47,100.00	92,601.00					
	OTHER STATE REVENUE							
10R---	730 50000-	195,663.00	174,225.11					
	SPECIAL PROJECT GRANTS							
10R---	751 50000-	153,892.72	143,541.00					
	ESEA TITLE IA							
10R---	780 50000-	50,000.00	42,500.00					
	FED AID THRU STATE NOT DPI							
10R---	971 50000-	20,000.00	25,000.00	80.00	10,732.90	2,195.15	53.66	8.78
	REFUNDS - PRIOR YR., E-RATE							
10R---	990 50000-	10,000.00	10,000.00	20.00	20.00	2,700.00	0.20	27.00
	MISCELLANEOUS							
10R---	999 50000-	200.00	200.00		30.00	15.00	15.00	7.50
	COPY FEES							
10----	----	9,289,435.21	8,982,997.11	11,035.28	533,694.11	466,670.35	5.75	5.20
	GENERAL FUND							
Grand Revenue Totals		9,289,435.21	8,982,997.11	11,035.28	533,694.11	466,670.35	5.75	5.20

Number of Accounts: 45

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