

Phillips Board of Education Regular Board Meeting

Monday, August 17, 2020
6:00 p.m.

PUBLIC NOTICE: The health of District employees, School Board, and the community is our number one priority. Therefore, the District will be taking precautionary measures consistent with CDC recommendations. Please consider joining the meeting remotely through the video conference access as provided below:

You are invited to a Zoom webinar.

When: Jul 20, 2020 06:00 PM Central Time (US and Canada)

Topic: School District of Phillips Board of Education Meeting

Please click the link below to join the webinar:

<https://zoom.us/j/91690667861?pwd=ek4vMWpsLzNnOGVJR0p4RzJuVHNNZz09>

Password: 2419

Or iPhone one-tap :

US: +13126266799,,91690667861# or +16465588656,,91690667861#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 312 626 6799 or +1 646 558 8656 or +1 301 715 8592 or +1 346 248 7799
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Webinar ID: 916 9066 7861

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		
	A. Elementary Principal Report	Scholz	
	B. PhMS/PHS Principal Report	Hoogland	
	C. Director of Pupil Services Report	Lemke	
	1. Seclusion and Restraint Report for 2019-2020		
	D. Superintendent Report	Morgan	
	1. September Start of the 2020-2021 School Year		
	2. Summer School Update		
	3. Update on Building Design Progress		
	E. Policy Committee Report	Baxter	
	F. Transportation/Facilities Committee Report	Secretary	
	G. Business Services Committee Report	Burkart	
	H. CESA Board of Control Meeting Report	Houdek	
VI.	Items for Discussion and Possible Action		
	A. DPI Waivers Due to COVID-19 Changes	Morgan	
	B. Additional Compensation Plan Review	Morgan	
	C. Items Recommended from the Core Team on the Referendum Design Planning	Morgan	
	D. 2020-2021 Non-Affiliated Salary	Morgan	
	E. Designate District Depositories for 2020-2021	Morgan	3
	F. Approve Public Notices for 2020-2021	Morgan	4-5
	G. Waiving Student Athletic and Parking Fees for 2020-2021	Hoogland	
	H. Fall Season Coaching Contracts	Hoogland	
	I. Approval of PES Chromebook Purchase	Morgan	
	J. Return to Learn Plan for 2020-2021 School Year Start	Morgan	
	K. Pandemic Workplace Protocols	Morgan	
VII.	Consent Items	Pesko	
	A. Approval of Minutes from July 20, 2020 Board Meeting		6-8
	B. Approval of Personnel Report		9
	C. Approval of Bills		PDF
VIII.	Schedule Future Board Meetings	Pesko	
IX.	Adjourn	Pesko	

TOPIC SUMMARY SHEET

MEETING DATE: August 17, 2020

TOPIC: Designate District Depositories

BACKGROUND: Each year the Board is required to designate district depositories.

BUDGET/FISCAL IMPACT: Formalizes the banking relationships

POLICY IMPACT: Fulfills the statutory requirements

AGENDA CATEGORY:

- Policy/Issues
- Monitoring Data
- Consent Agenda
- Other

PROPOSED MOTION: Approve Forward Bank, Local Government Investment Pool, and Prevail Bank and American Deposit Management Company as designated depositories for the School District of Phillips.

RATIONALE: Allows the District to maintain banking relationships.

CONTACT: Molly Lehman **PHONE:** 715-339-2419, ext. 2007 **E-MAIL:** molehman@phillips.k12.wi.us

**SCHOOL DISTRICT OF PHILLIPS BOARD OF EDUCATION
TOPIC SUMMARY SHEET**

MEETING DATE: August 17, 2020

TOPIC: Mandatory Publications

BACKGROUND: Each year the Board is required to provide public notices for the following items:

- Notice of Academic Standards (NL)
- Notice of School Accountability Report/Assessments (NL, WP)
- Notice of Educational Options (in newspaper in January, NL, WP)
- Public Notification of Nondiscrimination Policy (Including Career & Technical Education) (NL, HB)
- Title IX (Newsletter, policy in development)
- Student Religious Accommodations (part of Non-Discrimination Policy)
- Notice of Educational Rights of Homeless Children & Youth (NL)
- Notice of Student Directory Information (NL, STHP, HB, WP)
- Human Growth & Development Instruction (STHP)
- Notice of Special Education Referral and Evaluation Procedures (NL, WP, annual IEP notices)
- Special Needs Scholarship Program (Annually through Special Ed Dept)
- Title I Programs (NL)
- Notice to Parents Regarding Limited English Proficient Students (NL, WP)
- Education for Employment/Academic & Career Planning (WP, P/T Conferences, Facebook)
- Student Attendance/Habitual Truancy (HB)
- Program or Curriculum Modifications (TBD)
- Use or Possession of Electronic Communication Devices (HB)
- Student Bullying (HB)
- Student Locker Searches (HB)
- Early College Credit Program (HB)
- Notice of Student Records (NL, WP)
- Recruiter Access to Students and Records (part of Student Directory Information Notice)
- Meningococcal Disease Information (STHP)
- Concussion and Head Injury Information (Athletic HB)
- Notice to Staff of Suicide Prevention Resources (Staff inservice)
- Child Nutrition Program & Free/Reduced Price Meal Information (NL, STHP, WP, Media)
- Meal Charge Policy (STHP/WP)
- Asbestos Notifications (NL, WP)
- Mandatory Reporting of Child Neglect & Abuse (Staff Inservice)

These notices are provided in a variety of different ways: District Newsletter (NL), Website Pages (WP), Handbooks (HB), Student Take-Home Packet (STHP)

BUDGET/FISCAL IMPACT: Publication of Fall Newsletter to Parents

POLICY IMPACT: None

AGENDA CATEGORY:

- Policy/Issues
- Monitoring Data
- Consent Agenda
- Other

PROPOSED MOTION: Approve the publication of all required notices by the District in appropriate forms.

RATIONALE: Meets state and federal guidelines

CONTACT: Rick Morgan **PHONE:** 715-339-2419, Ext. 2001 **E-MAIL:** rmorgan@phillips.k12.wi.us

MINUTES OF PHILLIPS BOARD OF EDUCATION REGULAR MEETING
Monday, July 20, 2020

- I. The Phillips Board of Education regular meeting was called to order by President Pesko at 6:00 pm in the Phillips High School ITV Classroom. The Pledge of Allegiance was recited.
- II. Present: Baxter (Onsite), Burkart (Virtual), Fox (Onsite), Halmstad (Virtual), Houdek (Onsite), Lind (Virtual), Pesko (OnSite), and Willett (Virtual). Absent: Rose.
Administration present: Superintendent Morgan (Onsite), Finance Manager Lehman (Onsite), Principal Scholz (Virtual); Director of Pupil Services Lemke (Virtual). Others: Staff and community members (Virtual and onsite)..
- 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. Dave Scholz - PES Principal Report
 1. The custodian crew is doing a great job of getting the building ready. People are beginning to meet at the school.
 2. Inservice for new teachers began last week with training on guided reading and running records. This week they are working with the mentoring group.
 3. We are receiving a lot of input from parents and they are looking forward to the August 4th survey. While there are a variety of opinions, most are looking toward face-to-face with precautions.
 - B. Colin Hoogland - PhMS/PHS Principal not present.
 - C. Vicki Lemke - Pupil Services Director presented the year-end special education report.
 1. The special education department worked with 189 individual students throughout the year and had at least one meeting with each student.
 2. There were six students referred for special education that were not placed. This reflects well on our teaching staff being able to identify and make good referrals.
 3. Forty students were exited from the program (12-graduates, 19-transferred out, two reached maximum age, and seven were dismissed from the program)
 4. Fifty-two students came into the program (22-new placements, 30-transfers into the district).
 5. Our October 1, 2019 student count was 153. We currently have 148. Sixty-three percent qualify for medical assistance and 72% qualify for free or reduced meals.
 6. In comparison to ten years ago, we had an increase of students from 127 to 153, an increase from 7% - 19% EBD, decrease of 35% to 19% learning disabilities. Those enrolled in speech only remain the same at 25%.
 - D. Rick Morgan - Superintendent Report
 1. Start-of-year plans are beginning with three options: Plan A - full instruction face-to-face with virtual options for those who request it. Plan B - blended instructions with PreK-6 receiving face-to-face instruction with spreading students out between PES and PhMS and virtual options for those who request it. Grades 7-12 would be virtual with some students in person

- depending on their academic needs. Plan C - full virtual instruction with no inperson options.
2. A survey will be distributed to parents on August 4th and a final decision as to which plan will work for our district will be made at the August 17 board meeting.
 3. Discussion related to options, transportation, use of masks and other precautions, technology options for live classrooms, sports teams was held between board members and administration.
 4. Tyler Ring has received some summer school class proposals that he hopes to put into plan the first two weeks of August. Remedial classes are currently being held, as is the Building Better Athletes class.
 5. The virtual open house plans are not available this evening. The core meeting scheduled for today was rescheduled to Friday due to a health concern.
- E. Policy Committee met on July 15 and discussed DPI waivers. There are no waivers needed at this time. Discussed the new requirements for Title IX policy and procedures. All documents were presented to the full board and work will continue on these documents. Discussed future meetings being in person with Zoom attendance offered.
- G. Facilities/Transportation Committee met on July 16 and discussed:
1. The building management presentation was rescheduled to next month.
 2. Maintenance: pool stalls and restroom projects are completed, grouting of the pool will be completed this week and the pool will be refilled beginning July 23rd or 24th. Hoping to start swim lessons in August. Whirlpool and kiddie pool will remain closed. Basement abasement project is completed. Floor will remain concrete due to upcoming construction. New pumps are needed for the boilers and quotes were submitted. Work is being done in locker room showers.
 3. Transportation: researching on how to handle COVID issues in transportation. Looking into the proper way to mount hand sanitizer bottles in buses to meet safety checks. Suggesting that students six years and older wear masks.
- H. Business services committee met on July 16 and discussed transportation concerns, DPI waivers, staffing (hiring of one elementary teacher and transfer one teacher to PhMS for math position), additional compensation plan meeting next Monday, reviewed the agenda and the bills were reviewed prior to the full board meeting.
- I. CESA #12 board of control report - Paula reported on attending the annual meeting on June 17th. Meetings are still being held via Zoom. Discussion included school opening plans across the CESA and annual contracts.
- VI. Items for Discussion and Possible Action
- A. Motion (Houdek/Baxter) to approve Wisconsin Academic Standards for the 2020-2021 school year. Motion carried 8-0 with roll call vote.
 - B. No DPI waivers due to COVID-19 changes are needed at this time.
 - C. The additional compensation plan committee will be meeting on Monday, July 27th to review how the plan has worked over the past three years and how it compares to the last salary schedule brought forward. Two board members have been appointed to sit on the committee.
 - D. There are no core team recommendations at this time. Meetings were rescheduled for after Friday's core team meeting. Question was raised about open meeting law requirements for the committee meetings.

- E. Revenue information is still not available from the State regarding aid. A decision will be made in August as to non-affiliated salary for 2020-2021.
 - F. The WIAA met with district administrators and athletic directors to discuss competitions for 2020-2021. As of tonight's meeting, no directive has come from WIAA. Marawood Conference is aware of the WIAA's options and are discussing local competitions if approved by the Health Department.
 - G. Work will be completed this week at the school forest. In August we will have a report on trail conditions as well as final harvest reporting.
 - H. Motion (Willett/Lind) to approve purchase of two 1.5 hp water pumps and two 7.5 hp water pumps for the boiler system from Automated Comfort Controls for a total of \$33,339.00. Motion carried 8-0 with roll call vote.
 - K. Motion (Willett/Baxter) to approve purchases for renovation of all restrooms/bottle fillers to hands-free use from First Supply for a total of \$42,072.10 to be paid for from CARES Act funds (COVID-19). Motion carried 8-0 with roll call vote.
- VII. Consent Items - Motion (Willett/Houdek) to approve all consent items. Motion carried 8-0 with roll call vote.
- A. Approved minutes from June 15, 2020 Board meeting.
 - B. Approve personnel report: Accepted resignation of Gabrielle Lehman, paraprofessional (hired as teacher). Approved hiring of Brady Bolz as elementary teacher and transfer of Jack Hoogland to middle school math.
 - C. Approved bills from June 2020 (#347465 - 347540, #347547-347568 and wires) for a total of \$493,261.56.
- VIII. The next regular board meeting will be held on August 17, 2020. Items to consider for the agenda include regular August items and discussion of board retreat. If there are no changes to State health department updates, the board may meet in person with a virtual option still available.
- IX. Motion (Willett/Baxter) to adjourn at 7:35 p.m. Motion carried 8-0 with roll call vote.

Respectfully submitted,

Tracie Burkart, Clerk
Board of Education

**Personnel Report - Amended
July 17, 2020 - August 14, 2020**

New Hires/Transfers

Name/Position	Status	Hiring Salary	Previous Salary	Effective
Fall Season Non-Faculty Coaches	Renew Contract	N/A	N/A	Fall Sport Season

Recruitment

Position	Position Status	Location	Posting Date
Middle School Football Assistant Coach	Replace Mike Hauschild		7-2-2020
Custodian	Replace Cathie Abel	PES	7-30-2020
Paraprofessional	Replace Gabrielle Lehman	PES	8-10-2020
Paraprofessional	COVID-19 Assistance	Districtwide as needed	8-10-2020

Resignations/Retirements

Name	Position	Resignation/ Retirement	Effective Date	Years of Service	Location
Cathie Abel	Custodian	Resignation	August 13, 2020	1 Year	PES

FDT	OBJ	FUNC	PRJ	OBJ	2020-21	2019-20	July 2020-21	July 2019-20	2020-21	2019-20	
					Revised Budget	Revised Budget	Monthly Activity	Monthly Activity	FYTD Activity	FYTD %	
10E	---	11	---	UNDIFFERENTIATED CURRICULUM	1,812,875.00	1,812,875.77	16,856.97	13,507.48	16,856.97	0.93	
10E	---	12	---	REGULAR CURRICULUM	2,008,027.00	2,007,528.59	8,530.95	12,793.91	8,530.95	0.42	
10E	---	13	---	VOCATIONAL CURRICULUM	376,104.00	376,103.94	2,289.68	1,050.65	2,289.68	0.61	
10E	---	14	---	PHYSICAL CURRICULUM	175,792.00	175,042.00	210.00	500.00	210.00	0.12	
10E	---	16	---	CO-CURRICULAR ACTIVITIES	151,461.00	151,461.00		7,226.61		4.77	
10E	---	17	---	OTHER SPECIAL NEEDS	14,117.00	14,117.00	20.00	20.00	20.00	0.14	
10E	---	21	---	PUPIL SERVICES	278,406.00	278,408.79	8,115.70	2,211.18	8,115.70	2.92	
10E	---	22	---	INSTRUCTIONAL STAFF SERVICES	322,726.00	322,475.72	3,903.73	1,958.24	3,903.73	1.21	
10E	---	23	---	GENERAL ADMINISTRATION	286,627.00	286,627.00	30,450.53	20,375.44	30,450.53	10.62	
10E	---	24	---	SCHOOL BUILDING ADMINISTRATION	616,611.00	610,610.80	47,554.38	34,940.49	47,554.38	7.71	
10E	---	25	---	BUSINESS ADMINISTRATION	1,857,952.00	2,004,374.52	122,165.78	98,409.56	122,165.78	6.58	
10E	---	26	---	CENTRAL SERVICES	32,640.00	32,640.00	1,893.64	2,436.25	1,893.64	5.80	
10E	---	27	---	INSURANCE & JUDGMENTS	172,183.00	172,183.00	15,978.14		15,978.14	9.28	
10E	---	28	---	DEBT SERVICES	51,115.00	51,115.00	1,793.53	7,429.59	1,793.53	3.51	
10E	---	29	---	OTHER SUPPORT SERVICES	323,793.00	323,792.52	114,805.25	86,918.26	114,805.25	35.46	
10E	---	41	---	TRANSFERS TO ANOTHER FUND	866,000.00	866,000.00					
10E	---	43	---	PURCHASED INSTRUCTIONAL SERV	525,125.00	525,125.00					
10E	---	49	---	OTHER NON-PROGRAM TRANSACTIONS	2,040.00	2,040.00		721.71		35.38	
Grand Expense Totals					9,873,594.00	10,012,520.65	374,568.28	290,499.37	374,568.28	3.79	2.90

Number of Accounts: 1169

Funds Available to the District as of July, 2020:

First National Bank (General Checking)	1,197,277.76
Local Gov't Investment Pool	600.70
First National Bank (Savings)	4,379.03
Total	1,202,257.49

Current Line of Credit Balance (\$1,000,000 max)	1,000,000
Total Borrowed (through 07/31/20):	0.00

FY	LOC	SRC	FUNC	PRJ	LOC	SRC	2020-21	2019-20	July 2020-21	Monthly Activi	July 2019-20	Monthly Activi	FYTD Activity	2020-21	FYTD %	2019-20	FYTD Activity	FYTD %	2019-20	FYTD %	
							Revised Budget	Revised Budget	Monthly Activi	Monthly Activi	Monthly Activi	Monthly Activi	FYTD Activity	FYTD %	FYTD %	FYTD Activity	FYTD %	FYTD %	FYTD %	FYTD %	
10R	---	180	41800	---	---	---	5,400.00	5,400.00													
10R	---	211	50000	---	---	---	4,172,246.00	4,013,936.65													
10R	---	213	50000	---	---	---	2,300.00	2,300.00													
10R	---	249	50000	---	---	---	4,000.00	4,000.00	226.48	226.48											
10R	---	264	50000	---	---	---	1,500.00	1,500.00													
10R	---	271	50000	---	---	---	10,000.00	10,000.00													
10R	---	279	50000	---	---	---	10,000.00	10,000.00													
10R	---	280	50000	---	---	---	8,700.00	8,700.00	1,101.45	1,101.45	489.60	489.60	3,192.45	12.66	12.66	3,192.45	36.69	36.69	36.69	36.69	36.69
10R	---	292	50000	---	---	---	24,700.00	24,700.00	100.00	100.00											
10R	---	293	50000	---	---	---	11,500.00	11,500.00	385.68	385.68											
10R	---	345	50000	---	---	---	290,904.00	290,904.00													
10R	---	517	50000	---	---	---	4,385.00	4,385.28													
10R	---	612	50000	---	---	---	61,415.00	61,415.00													
10R	---	613	50000	---	---	---	28,000.00	28,000.00													
10R	---	621	50000	---	---	---	3,372,389.00	3,372,389.00													
10R	---	630	50000	---	---	---	114,040.00	114,040.00													
10R	---	650	50000	---	---	---	257,909.00	257,908.56													
10R	---	660	50000	---	---	---	1,640.00	1,640.00													
10R	---	691	50000	---	---	---	14,811.00	14,811.00													
10R	---	695	50000	---	---	---	575,050.00	575,050.00													
10R	---	699	50000	---	---	---	47,100.00	47,100.00													
10R	---	730	50000	---	---	---	195,663.00	195,663.00													
10R	---	751	50000	---	---	---	153,893.00	153,892.72													
10R	---	780	50000	---	---	---	50,000.00	50,000.00													
10R	---	971	50000	---	---	---	20,000.00	20,000.00	2,922.88	2,922.88											
10R	---	990	50000	---	---	---	10,000.00	10,000.00													
10R	---	999	50000	---	---	---	200.00	200.00													
10	---	---	---	---	---	---	9,447,745.00	9,289,435.21	4,736.49	4,736.49	4,103.28	4,103.28	4,103.28	0.05	0.05	4,103.28	0.04	0.04	0.04	0.04	0.04
Grand Revenue Totals							9,447,745.00	9,289,435.21	4,736.49	4,736.49	4,103.28	4,103.28	4,103.28	0.05	0.05	4,103.28	0.04	0.04	0.04	0.04	0.04

Number of Accounts: 40

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