

Phillips Board of Education Regular Board Meeting

Monday, September 21, 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.

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	
	1. Start of Year Report		
	B. PhMS/PHS Principal Report	Hoogland	
	1. Start of Year Report		
	C. Director of Pupil Services Report	Lemke	
	1. Start of Year Report		
	D. Superintendent Report	Morgan	
	1. September Start of the 2020-2021 School Year		
	2. Summer School Update		
	3. Update on Building Design Progress		
	E. Finance Manager Report	Lehman	4-5
	1. 2020-2021 Proposed Budget		
	F. Policy Committee Report	Baxter	
	1. First Reading of Policy of 411.2/511.2 Sexual Harassment Policy (Title IX) - Student/Employee		6-9
	G. Transportation/Facilities Committee Report	Secretary	
	H. Business Services Committee Report	Burkart	
	I. CESA Board of Control Meeting Report	Houdek	
VI.	Items for Discussion and Possible Action		
	A. Return to Learn Plan Options	Admin Team	
	B. DPI Waivers Due to COVID-19 Changes	Morgan	
	C. Additional Compensation Plan Review	Morgan	
	D. Items Recommended from the Core Team on the Referendum Design Planning	Morgan	
	E. 2020-2021 Non-Affiliated Salary	Morgan	
	F. Pandemic Workplace Protocols	Morgan	
	G. ReFinance of Fund 38 Debt Service	Morgan	
	H. Board/Administrator Retreats	Morgan	
	I. October 5, 2020 Annual Meeting Agenda	Morgan	10
VII.	Consent Items	Pesko	
	A. Approval of Minutes from August 17, 2020 Board Meeting		11-14
	B. Approval of Personnel Report		15-16
	C. Approval of Bills		PDF

VIII.	Schedule Future Board Meetings	Pesko	
IX.	<p>Motion to convene into executive session at the conclusion of the open session pursuant to WI Stat. Sec. 19.85 (1)(g) for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.</p> <ul style="list-style-type: none"> • Confer with legal counsel 	Pesko	
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	

GENERAL FUND	Audited 2018-19	Unaudited 2019-20	Budget 2020-21
Beginning Fund Balance	3,206,499.75	2,890,253.00	3,059,679.53
Ending Fund Balance	2,890,253.00	3,059,679.53	2,782,034.44
REVENUES & OTHER FINANCING SOURCES			
Transfers-In (Source 100)	0.00	0.00	0.00
Local Sources (Source 200)	4,035,899.16	4,130,314.89	4,190,483.00
Inter-district Payments (Source 300 + 400)	263,815.00	367,059.00	386,612.00
Intermediate Sources (Source 500)	3,027.71	2,097.54	4,563.00
State Sources (Source 600)	4,250,096.42	4,522,183.89	4,570,886.00
Federal Sources (Source 700)	368,344.01	359,826.39	645,194.86
All Other Sources (Source 800 + 900)	32,683.47	87,718.50	156,911.00
TOTAL REVENUES & OTHER FINANCING SOURCES	8,953,865.77	9,469,200.21	9,954,649.86
EXPENDITURES & OTHER FINANCING USES			
Instruction (Function 100 000)	4,200,722.17	4,334,390.47	4,594,454.60
Support Services (Function 200 000)	3,690,794.51	3,653,836.69	4,208,288.35
Non-Program Transactions (Function 400 000)	1,378,595.84	1,311,546.52	1,429,552.00
TOTAL EXPENDITURES & OTHER FINANCING USES	9,270,112.52	9,299,773.68	10,232,294.95

SPECIAL PROJECTS FUND	Audited 2018-19	Unaudited 2019-20	Budget 2020-21
Beginning Fund Balance	80,927.20	128,163.46	50,392.71
Ending Fund Balance	128,163.46	50,392.71	55,057.71
REVENUES & OTHER FINANCING SOURCES	1,496,541.66	1,339,569.65	1,420,942.07
EXPENDITURES & OTHER FINANCING USES	1,449,305.40	1,417,340.40	1,416,277.07

DEBT SERVICE FUND	Audited 2018-19	Unaudited 2019-20	Budget 2020-21
Beginning Fund Balance	38,403.21	36,903.21	35,328.21
Ending Fund Balance	36,903.21	35,328.21	139,728.21
REVENUES & OTHER FINANCING SOURCES	296,966.35	298,891.35	849,203.02
EXPENDITURES & OTHER FINANCING USES	298,466.35	300,466.35	744,803.02

CAPITAL PROJECTS FUND	Audited 2018-19	Unaudited 2019-20	Budget 2020-21
Beginning Fund Balance	78,411.99	60,668.78	9,812,544.73
Ending Fund Balance	60,668.78	9,812,544.73	7,613,952.73
REVENUES & OTHER FINANCING SOURCES	25,000.00	9,860,537.55	0.00
EXPENDITURES & OTHER FINANCING USES	42,743.21	108,661.60	2,198,592.00

FOOD SERVICE FUND	Audited 2018-19	Unaudited 2019-20	Budget 2020-21
Beginning Fund Balance	95,870.52	106,798.88	104,488.80
Ending Fund Balance	106,798.88	104,488.80	128,303.80
REVENUES & OTHER FINANCING SOURCES	417,036.78	463,432.05	449,200.00
EXPENDITURES & OTHER FINANCING USES	406,108.42	465,742.13	425,385.00

COMMUNITY SERVICE FUND	Audited 2018-19	Unaudited 2019-20	Budget 2020-21
Beginning Fund Balance	322,631.72	332,277.40	345,439.07

Ending Fund Balance	332,277.40	345,439.07	285,699.07
REVENUES & OTHER FINANCING SOURCES	372,112.54	343,267.58	341,800.00
EXPENDITURES & OTHER FINANCING USES	362,466.86	330,105.91	401,540.00

PACKAGE & COOPERATIVE PROGRAM FUND	Audited 2018-19	Unaudited 2019-20	Budget 2020-21
Beginning Fund Balance	0.00	0.00	0.00
Ending Fund Balance	0.00	0.00	0.00
REVENUES & OTHER FINANCING SOURCES	0.00	0.00	0.00
EXPENDITURES & OTHER FINANCING USES	0.00	0.00	0.00

Total Expenditures and Other Financing Uses

ALL FUNDS	Audited 2018-19	Unaudited 2019-20	Budget 2020-21
GROSS TOTAL EXPENDITURES -- ALL FUNDS	11,829,202.76	11,922,090.07	15,418,892.04
Interfund Transfers (Source 100) - ALL FUNDS	877,959.29	0.00	0.00
Refinancing Expenditures (FUND 30)	0.00	0.00	0.00
NET TOTAL EXPENDITURES -- ALL FUNDS	10,951,243.47	11,922,090.07	15,418,892.04
PERCENTAGE INCREASE -- NET TOTAL FUND EXPENDITURES FROM PRIOR YEAR		8.87%	29.33%

PROPOSED PROPERTY TAX LEVY

FUND	Audited 2018-19	Unaudited 2019-20	Budget 2020-21
General Fund	3,943,802.00	4,013,936.65	4,120,723.00
Referendum Debt Service Fund	0.00	0.00	0.00
Non-Referendum Debt Service Fund	296,966.00	298,891.35	849,203.02
Capital Expansion Fund	0.00	0.00	0.00
Community Service Fund	311,500.00	311,500.00	311,500.00
TOTAL SCHOOL LEVY	4,552,268.00	4,624,328.00	5,281,426.02
PERCENTAGE INCREASE -- TOTAL LEVY FROM PRIOR YEAR		1.58%	14.21%

Green - instructions or recommendations from the legal papers

Yellow - required changes

White - previous wording not being changed at this time

SEXUAL HARASSMENT POLICY (Title IX) – STUDENT/EMPLOYEE
(New document with portions of 411.1 included)

411.2/511.2

From von Briesen & Roper, SC dated June 18, 2020

On May 6, 2020, the Department of Education (the DOE) published a long-awaited Final Rule implementing new Title IX regulations. According to the DOE, the purpose of the Final Rule is to hold schools accountable for failures to respond equitably and promptly to sexual misconduct incidents and ensure a more reliable adjudication process that is fair to all students. The regulations are applicable to complaints filed by both school district students and employees. All schools receiving federal funding must comply with the Final Rule by no later than August 14, 2020, meaning school districts must revise their Title IX policies and provide appropriate training to staff by such date.

At the time of drafting, Attorneys General from 18 states, including Wisconsin, and the District of Columbia have sued the DOE in an effort to block the Final Rule from becoming effective. In Addition, the ACLU has a pending lawsuit against the DOE filed May 14, 2020, challenging the regulations. Schools should stay abreast of pending litigation as the Final Rule may be held in abeyance or blocked altogether; however, because pending lawsuits may not be resolved prior to August 14, 2020, schools would be well-served to proceed with reviewing and revising applicable Title IX policies and training staff on such revised policies as if the August 14, 2020 deadline will remain in place. There are simply too many wide-sweeping changes required by the Final Rule for schools to take a wait-and-see approach without significant risk of non-compliance.

School districts should promptly review their current Title IX policies and revise them consistent with the following key Title IX regulation requirements under the Final Rule, which the DOE has stated aligns with Supreme Court precedent:

Schools are permitted to implement additional requirements within their Title IX policies to the extent they are consistent with the Final Rule and applicable federal statutes. In doing so, schools should take a practical approach and consider requirements that are not just fair and equitable for all parties involved, but also administratively and economically feasible. When reviewing and revising Title IX policies to address the Final Rule's new Title IX requirements, schools should strongly consider working with legal counsel to minimize the likelihood of key provisions or requirements being overlooked.

The School District of Phillips shall strive to maintain and ensure a learning and working environment free of any form of sexual harassment toward or between students and employees.

Definitions

- Sexual harassment means conduct on the basis of sex that satisfies one or more of the following:
 - A school employee conditioning educational benefits on participation in unwelcome sexual conduct (i.e., quid pro quo harassment); or
 - Unwelcome conduct that a reasonable person would determine is so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the school's education program or activity (hostile environment); or
 - Sexual assault (as defined in the Clery Act), dating violence, domestic violence or stalking as defined in the Violence Against Women Act (VAWA).
- Complainant - an individual who is alleged to be the victim of conduct that could constitute sexual harassment
- Respondent - an individual who has been reported to be the perpetrator of conduct that could constitute sexual harassment.
- Formal Complaint - a document filed by a complainant or signed by the Title IX Coordinator alleging sexual harassment against a respondent and requesting that the school investigate the allegation of sexual harassment.
- Document Filed by a Complainant - a document or electronic submission that contains the complainant's physical or digital signature, or otherwise indicates that the complainant is the person filing the formal complaint.
- Supportive Measures - individualized services reasonably available that are non-punitive, non-disciplinary, and not unreasonably burdensome to the other party while designed to ensure equal educational access, protect safety, or deter sexual harassment. These services are available without fee or charge to both the complainant and respondent, and confidentiality will be maintained to the extent practicable.
- Education Program or Activities - locations, events, or circumstances over which the school exercised substantial control over both the respondent and the context in which the sexual harassment occurs.

Title IX Coordinator Requirements

The School District of Phillips designates (_____positions_____) to coordinate the school's efforts to comply with Title IX responsibilities and hold the title of Title IX Coordinator. (Consider designating and authorizing two Title IX -- one male & one female)

Applicants for employment, students, parents, or legal guardians of students, employees, and all unions must be notified of the name and title, office address, email address, and telephone number of the employee or employees designated as the Title IX Coordinator. The information will be made available on job applications, student and employee handbooks, and on the district website.

Any person can report sex discrimination, including sexual harassment (whether or not the person reporting is the alleged target of the conduct that could constitute sex discrimination or sexual harassment), in person, by mail, by telephone, or by email, using the contact information listed for the Title IX Coordinator, or by any other means that results in the Title IX Coordinator receiving the person's verbal or written report.

The District shall not tolerate any form of harassment and shall take necessary steps to prevent such harassment from occurring. Any employee or student who engages in harassment shall be disciplined in accordance with established procedures and/or provisions of the current employee agreement.

Any person participating in or attempting to participate in the education program or activity of the school who believes he/she has been sexually harassed or has knowledge that a policy violation has occurred may file a complaint with the Title IX Coordinator in person, by mail, or by electronic mail using the contact information listed for the Title IX Coordinator in accordance with established complaint procedures. All harassment complaints shall be seriously and properly investigated, and appropriate actions shall be taken to prevent or correct harassing behavior.

When the Title IX Coordinator signs a formal complaint, the Title IX Coordinator is not a complainant or otherwise a party during the grievance procedure, and the Title IX Coordinator must comply with Title IX's requirements throughout the proceedings to be free from conflicts and bias.

Parents and legal guardians of the complainant have the right to act on behalf of the student, including their ability to file a complaint on behalf of the student.

Mandatory Response Obligations

The following are mandatory action items upon the school receiving a formal complaint or having actual knowledge of Title IX sexual harassment

- Supportive measures must be offered to the complainant or, if no formal complaint has been filed, the person alleged to be the target of the harassment.
- The Title IX Coordinator must promptly contact the complainant confidentially to discuss the availability of supportive measures, consider the complainant's wishes with respect to supportive measures, inform the complainant of the availability of supportive measures with or without the filing of a formal complaint, and explain to the complainant the process for filing a formal complaint.
- If a complaint is filed, the school must provide for a legally compliant grievance process before imposing any disciplinary sanctions or other actions that are not supportive measures, against a respondent.
- The school cannot restrict rights protected under the U.S. Constitution, including the First Amendment, Fifth Amendment, and Fourteenth Amendment, when complying with Title IX.
- The school must investigate sexual harassment allegations in any formal complaint, which can be filed by a complainant, or signed by a Title IX Coordinator.
- The complainant's wishes with respect to whether the school investigates should be respected unless the Title IX Coordinator determines that signing a formal complaint to initiate an investigation over the wishes of the complainant is not clearly unreasonable in light of the known circumstances
- If the allegations in the formal complaint do not meet the definition of sexual harassment under Title IX, or did not occur in the school's education program or activity against a person in the United States, the school must dismiss such allegations for purposes of Title IX but may still address the allegations in any manner the school deems appropriate under the school's own code of conduct.

- The school district may dismiss a complaint if the complainant seeks to withdraw the complaint, the alleged perpetrator is no longer employed by the school district or a pupil in the school district, or if special circumstances prevent a school district from gathering sufficient evidence to make a determination.

Students/employees and others are prohibited from retaliating against those who report incidents of harassment or who assist in an investigation. If it is determined by the administration that retaliation has occurred, the individual will be subject to suspension, and expulsion may be considered.

Employees who participate in, allow or knowingly fail to enforce this policy will be subject to disciplinary action.

Title IX personnel must be trained on the definition of sexual harassment, the scope of the school's education program or activity, how to conduct an investigation and the grievance process, including appeals, and informal resolution processes, as applicable and how to serve impartially including avoiding prejudgment of the facets at issue, conflicts of interest, and bias.

*LEGAL REF: Sections 111.31 WI Statutes
111.32(13)
118.13
Title VII, Civil Rights Act of 1964
Title IX, Education Amendments of 1972
PI 9, Wisconsin Administrative Code
Department of Education, Final Rule 5/6/2020*

*CROSS REF.: GBAA-R/JBA-R, Harassment Complaint Procedures
GBA, Equal Opportunity Employment
JB, Equal Educational Opportunities
JG, Student Discipline
Current Employee Agreement(s)*

*Approved: 3/17/08,
Revised: 8/16/10,
Revised: 2/17/14,
Revised _____*

Publish September 24 and October 1, 2020

Notice for Annual District Meeting (Section 120.08(1))

Notice is hereby given to qualified electors of the School District of Phillips, that the annual meeting of said district for the transaction of business, will be held in Phillips High School Auditorium, on the 5th day of October, 2020, at 6:00 p.m.

Tracie Burkart, District Clerk

AGENDA

BUDGET HEARING:

1. INTRODUCTIONS
2. CALL THE BUDGET HEARING TO ORDER
3. PRESENT THE ESTIMATED 2020-2021 BUDGET
4. ADJOURN THE BUDGET MEETING

ANNUAL MEETING OF THE ELECTORATE OF THE SCHOOL DISTRICT OF PHILLIPS:

1. CALL THE ANNUAL MEETING TO ORDER
2. ELECT A CHAIRPERSON
3. READING OF MINUTES OF LAST ANNUAL MEETING HELD OCTOBER 7, 2019
4. TREASURER'S REPORT
5. BOARD MEMBER SALARIES
6. LEVY A TAX FOR THE 2020-2021 SCHOOL YEAR
7. MOTION TO APPROVE FUND 80 LEVY FOR 2020-2021
8. SALE OF GENERAL SCHOOL PROPERTY
9. OLD BUSINESS
10. NEW BUSINESS
11. LONG-TERM PLANNING REPORT
12. ESTABLISH DATE AND TIME FOR 2021 ANNUAL MEETING.
13. ADJOURN ANNUAL MEETING
14. REFRESHMENTS

Notices for this meeting were posted on September 17, 2020 at: Phillips Elementary, Middle, and High School, Bus Garage, All-Staff Email, District Website, and Price Co. Review

MINUTES OF PHILLIPS BOARD OF EDUCATION REGULAR MEETING
Monday, August 17, 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 (Onsite), Houdek (Onsite), Lind (Virtual), Pesko (Onsite), Rose (Virtual) and Willett (Virtual).
Administration present: Superintendent Morgan (Onsite), Principal Scholz (Onsite); Principal Hoogland (Onsite), Director of Pupil Services Lemke (Onsite). 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. Inservices for new staff have been going well. There have been lots of meetings to prepare for the different educational options.
 2. Students were in today and again tomorrow for academic testing. There was a good response from students. Masks and social distancing were in place and areas were sanitized between students.
 - B. Colin Hoogland - PhMS/PHS
 1. Scheduling has been a challenge with our current situation and planning for different options.
 2. WIAA is allowing schools to participate in fall sports with modified schedules. We will follow whatever the Marawood Conference determines.
 - C. Vicki Lemke - Pupil Services Director presented the seclusion and restraint report for 2019-2020. There were seven incidents of seclusion and 12 incidents of restraint at the elementary school level involving three different special education students. Staff are appropriately trained using Crisis Prevention Institute (CPI) methods. Parents are notified immediately after the incident and provide a written report at their request.
 - D. Rick Morgan - Superintendent Report
 1. There were a few summer school courses held outside the beginning of August. Final numbers will be reported at a future meeting.
 2. A virtual open house meeting was held at 5:00 pm today to present building design and construction timelines. The presentation was recorded and will be posted on the website soon. We will also be providing a FAQ section on the website.
 - E. Motion (Willett/Halmstad) to move Section VI. Item J (Return to Learn Plan for 2020-2021) to this portion of the agenda. Motion carried 9-0.
 1. Option A - PES - Grades 4K - 5 would return five days a week to regular onsite learning. All specialists would continue to have 1.5 classes at a time. Masks would be required (but frequent mask breaks outdoors or in the gym to build stamina). Students unable to wear a mask would need a doctor's note.
 2. Option A - PhMS/PHS - Grades 6-12 would return five days a week with students rotating between classes like normal.

3. Option A - Special Education students would be provided support in the same way as before. Students with sensory needs addressed in their IEP would not have to do anything extra if they are unable to use a mask.
4. Option A - A district virtual option would be provided for students who do not wish to return to a fully open school. RVA closed enrollment in April and recently closed their waiting list. We are able to purchase RVA curriculum and supervise with our own teachers. This would be a true virtual program and provide more flexibility than what was offered in the spring. Students would be expected to sign up for a semester of classes.
5. Option B - PES - Grades 4K - 5 would be onsite four days per week with Wednesday being a homework day for students and preparation time for teachers. Students would be in self-contained cohorts. The cohort would remain in the classroom and specialists would come to them. The cohort would eat together and have recess times together apart from other cohorts. Grade five would require an additional cohort due to size.
6. Option B - PhMS - Grades 6-8. Grade six will have a self-contained cohort schedule like the elementary. Grades seven and eight will have cohorts, and make use of the larger group spaces in the middle school for classes. Teachers will move between the groups. Lunch and recess will be in cohorts. Health class may be moved to the auditorium to accommodate the whole group as this is a required class for high school.
7. Option B - PHS - Grades 9-12 students would be physically present on one day per week and have real-time learning on the days at home. At-risk students may be in the building more days per week in resource rooms. Students in higher-level courses may be able to attend specific classes more days if they have transportation. If numbers permit and health issues remain good, we could move to two days a week. Virtual/RVA coursework may be used for individual classes (ex. Field Science - virtual ecology course).
8. Option B - Special Education will have more options than in the spring. Each student will be assessed individually to determine the best way for them to get support through resource rooms and classrooms. Class schedules will be reviewed as well.
9. Option B - Would still have the virtual RVA option, but could also include some real-time learning opportunities as available. Real-time learning would require specific login times.
10. Option C - will have real-time scheduled learning. This is the option we would move to if we begin with A or B and would need to shut down for a specific period of time. Students would sign into a virtual classroom for real teacher instruction.
11. Option C - RVA virtual would still be offered to those who sign up for it.
12. Transportation - 67% of parents indicated they would be willing to transport students. This will be asked again on the next survey. Students needing to use school transportation will need to wear masks and use sanitizer when entering the bus. They will sit one per seat unless in family groups.
13. Food service free meals are no longer available. The funds were only for the spring. If meals are provided to homes, they would be paid for (or free or reduced if qualifying).
14. Other discussion was held on the health department's recommendations, mental health issues related to not being in school and being socially distanced, and the need to review the plan put in place on a regular basis.

Motion (Fox/Willett) to implement Plan A. Motion failed 3-6 with roll call vote.

Motion (Baxter/Houdek) to implement Plan B. Motion carried 8-1 with roll call vote.

- F. Policy Committee met on August 12 and discussed the new requirements for Title IX policy and procedures. A list of employees were recommended for virtual training on the Title IX program. Board members are encouraged to review the documents and forward questions to Mr. Morgan.
 - G. Facilities/Transportation Committee met on August 13.
 - 1. The building management program was discussed.
 - 2. Maintenance: Waiting for boiler parts.
 - 3. Transportation: The state inspector will be coming to determine if the hand sanitizers are installed properly.
 - H. Business services committee met on August 13 and discussed staffing needs and COVID grants that may be available for nursing costs. The additional compensation committee met to review history and goals. The district office is preparing data for the next meeting. Chromebooks are being purchased for grades 1 and 2 from within the technology budget. Discussed items from facilities/transportation meeting and the upcoming open house. Checking to see how two grants funds (CARES and GEER) can be used. Parents are not being reimbursed for the Costa Rica trip that was cancelled in the spring from the outside provider. The finance audit went well, and wages are currently being frozen until more information on state funds is released. Bills were approved.
 - I. CESA #12 Board of Control report - Paula reported that meetings are still being held virtually and most discussion has centered around the return to school issue. Most districts are looking toward a hybrid option.
- VI. Items for Discussion and Possible Action
- A. No DPI waivers due to COVID-19 changes are needed at this time.
 - B. The additional compensation committee has met and will meet again once school starts.
 - C. There are no core team recommendations at this time.
 - D. Revenue information is still not available from the State regarding aid. A recommendation will be made in September as to non-affiliated salary for 2020-2021. There is a need to review salaries for custodians.
 - E. Motion (Willett/Burkart) to approve Forward Bank, Local Government Investment Pool, Prevail Bank and American Deposit Management Company as designed depositories for the School District of Phillips. Motion carried 8-0-1 with roll call vote
 - F. Motion (Willett/Burkart) to approve the publication of all required notices by the District in appropriate forms as listed. Motion carried 9-0 with roll call vote
 - G. Motion (Fox/Willett) to approve waiving student athletic and parking fees indefinitely. Motion carried 9-0 with roll call vote.
 - H. Motion (Fox/Willett) to approve full payment of fall season coaching contracts. Motion carried 9-0 with roll call vote.
 - I. Pandemic workplace protocols was moved to the October agenda.
- VII. Consent Items - Motion (Willett/Halmstad) to approve all consent items. Motion carried 9-0 with roll call vote.
- A. Approved minutes from July 20, 2020 Board meeting.
 - B. Approve personnel report: Accepted resignation of Cathie Abel, custodian (1 year).
 - C. Approved bills from July 2020 (#347541-346546, 347569- 347575, 347586-347599 and wires) for a total of \$576,849.83.

- VIII. The next regular board meeting will be held on September 21, 2020. Items to consider for the agenda include regular September items, update on learning plan, and pandemic workplace protocols.
- IX. Motion (Willett/Baxter) to adjourn at 10:09 p.m. Motion carried 9-0 with roll call vote.

Respectfully submitted,

Tracie Burkart, Clerk
Board of Education

**Personnel Report - Amended
July 17, 2020 - September 18, 2020**

New Hires/Transfers

Name/Position	Status	Hiring Salary	Previous Salary	Effective
Kayla Meyer PT Cook	Replace Josie Weber	\$10.67	\$11.17	9/9/2020
Academic Year Contracts	(See page two)	Listed on Page 2	Same	2020-2021 school year
Julie Olsen Paraprofessional	Replace Gabbie Lehman	\$11.56/hour	\$11.56	9/14/2020
Lynnae Helgeson Paraprofessional	New Position	\$11.56/hour	N/A	9/7/2020
Ellie Lochner, MS Cross Country Coach	One-year sub for Breanne Olson	\$731.48	Same	Fall Season
Tristan Holden, MS Football Asst. Coach	Replace Mike Hauschild	\$1,060.13	Same	Fall Season
Sam Lehman Virtual Teacher (4K-5)	New Position	\$20,000.00/Semester	N/A	9/1/2020
Kathie Langfoss Virtual Teacher 6-8 (PT)	New Position	\$44.70/hour	N/A	9/1/2020

Recruitment

Position	Position Status	Location	Posting Date
Custodian II	Replace Cathie Abel	PES	7-30-2020
Custodian I	Replace Zachary Lehman	Pool	9-17-2020

Resignations/Retirements

Name	Position	Resignation/ Retirement	Effective Date	Years of Service	Location
Josie Weber	PT Cook/Baker	Resign	8/26/2020	4	6-12 Campus
Zachary Lehman	Custodian I	Resign	9/30/2020	1	Pool

Faculty:

Caroline Corbett	PES Yearbook	\$ 253.75
Rachel Dahlke	FBLA Advisor	\$ 1,060.13
Mike Eggebrecht	PHS/PhMS Athletic Director	\$10,251.50
Paul Feuerer	PHS Forensics Advisor	\$ 1,060.13
Tammy Holman	PhMS Forensics Advisor	\$ 470.81
Tammy Holman	IREP Coordinator	\$ 1,059.66
Nikki Kalander	PES Yearbook	\$ 253.75
Jennie Kleinhans	Concession Coordinator	\$ 761.25
Justin Lindgren	PHS Band Director	\$ 1,884.31
Justin Lindgren	PhMS Band Director	\$ 377.08
Justin Lindgren	National Honor Society	\$ 353.38
Stacie Mollman	PHS Yearbook Advisor	\$ 2,108.40
Floyd Mootz	PhMS Yearbook Advisor	\$ 507.50
Marc Peterson	High Quiz Bowl Advisor	\$ 1,028.88
Marc Peterson	PHS Student Council	\$ 1,060.13
Tyler Ring	PES Before School Activity Director	\$ 2,250.00
Tyler Ring	Summer School Director	\$ 6,305.60
Alexandria Kirch	PES Choir Director	\$ 59.25/Each
Alexandria Kirch	PhMS Choir Director	\$ 235.94
Alexandria Kirch	PHS Choir Director	\$ 235.94

Non-Faculty:

Courtney Janak	PES After-School Program Coordinator	\$24,227.60
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FDT	OBJ	FUNC	PRJ	OBJ	Revised Budget	2020-21	2019-20	August 2020-21	August 2019-20	2020-21	2019-20
						Revised Budget	Monthly Activity	Monthly Activity	Monthly Activity	FYTD Activity	FYTD %
10E	---	11	---	UNDIFFERENTIATED CURRICULUM	1,866,064.89	1,812,875.77	132,758.10	129,671.63	149,615.07	8.02	7.90
10E	---	12	---	REGULAR CURRICULUM	2,012,651.56	2,007,528.59	154,029.32	141,320.88	162,560.27	8.08	7.68
10E	---	13	---	VOCATIONAL CURRICULUM	380,764.00	376,103.94	30,116.28	30,983.99	32,405.96	8.51	8.52
10E	---	14	---	PHYSICAL CURRICULUM	173,942.00	175,042.00	10,150.73	12,059.26	10,360.73	5.96	7.17
10E	---	16	---	CO-CURRICULAR ACTIVITIES	149,615.15	151,461.00	1,484.00	889.26	1,484.00	0.99	5.36
10E	---	17	---	OTHER SPECIAL NEEDS	11,417.00	14,117.00	3,750.00		3,770.00	33.02	0.14
10E	---	21	---	PUPIL SERVICES	288,407.00	278,408.79	19,976.51	14,256.63	28,092.21	9.74	5.91
10E	---	22	---	INSTRUCTIONAL STAFF SERVICES	335,179.00	322,475.72	11,233.24	83,946.58	15,136.97	4.52	26.64
10E	---	23	---	GENERAL ADMINISTRATION	285,127.00	286,627.00	12,251.01	30,373.10	42,701.54	14.98	17.71
10E	---	24	---	SCHOOL BUILDING ADMINISTRATION	697,158.14	610,610.80	36,985.01	50,237.07	84,539.39	12.13	13.95
10E	---	25	---	BUSINESS ADMINISTRATION	2,022,215.21	2,004,374.52	80,951.71	250,722.59	203,117.49	10.04	17.42
10E	---	26	---	CENTRAL SERVICES	32,640.00	32,640.00	1,417.21	2,116.38	3,310.85	10.14	13.95
10E	---	27	---	INSURANCE & JUDGMENTS	172,758.00	172,183.00	916.24	30,419.72	16,894.38	9.78	17.67
10E	---	28	---	DEBT SERVICES	51,011.00	51,115.00	1,793.53	2,456.46	3,587.06	7.03	19.34
10E	---	29	---	OTHER SUPPORT SERVICES	323,793.00	323,792.52	11,058.10	16,420.10	125,863.35	38.87	31.91
10E	---	41	---	TRANSFERS TO ANOTHER FUND	873,180.00	866,000.00					
10E	---	43	---	PURCHASED INSTRUCTIONAL SERV	554,332.00	525,125.00					
10E	---	49	---	OTHER NON-PROGRAM TRANSACTIONS	2,040.00	2,040.00					35.38
Grand Expense Totals					10,232,294.95	10,012,520.65	508,870.99	795,873.65	883,439.27	8.63	10.85

Number of Accounts: 1265

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

Funds Available to the District as of August, 2020:

First National Bank-(General Checking)	2,217,379.47
Local Gov't Investment Pool	102,095.11
First National Bank (Savings)	4,379.03
Total	2,323,853.61

Current Line of Credit Balance (\$1,000,000 max)	1,000,000
Total Borrowed (through 08/31/20):	0.00

FTFLOC SRC FUNC	PRJ IOC SRC	2020-21 Revised Budget	2019-20 August Monthly Activi	2020-21 August Monthly Activi	2019-20 Monthly Activi	2020-21 FYTD Activity	2019-20 FYTD Activity	2020-21 FYTD %	2019-20 FYTD %
10R--- 180 41800-	---		5,400.00						
	COMMUNITY SERVICE								
10R--- 211 50000-	---	4,119,073.00	4,013,936.65						
	CURRENT YEAR PROPERTY TAX								
10R--- 213 50000-	---	1,713.00	2,300.00						
	MOBILE HOME TAX								
10R--- 249 50000-	---	4,000.00	4,000.00		9.27	226.48	9.27	5.66	0.23
	TRANSPORTATION FEES								
10R--- 264 50000-	---	2,000.00	1,500.00		5,286.70		5,286.70		352.45
	SURPLUS NON-CAPITAL OBJECTS								
10R--- 271 50000-	---		10,000.00						
	ADMISSIONS								
10R--- 279 50000-	---	1,540.00	10,000.00	914.77	2,019.33	2,016.22	489.60	23.17	4.90
	OTHER SCHOOL ACTIVITY INCOME								
10R--- 280 50000-	---	8,700.00	8,700.00						
	INTEREST ON INVESTMENTS								
10R--- 292 50000-	---	7,300.00	24,700.00		5,444.87	100.00	5,444.87	1.37	22.04
	STUDENT FEES								
10R--- 293 50000-	---	46,157.00	11,500.00	1,800.00	2,000.00	2,185.68	2,421.23	4.74	21.05
	RENTALS								
10R--- 345 50000-	---	386,612.00	290,904.00						
	OPEN ENROLLMENT WI SCH. DIST.								
10R--- 517 50000-	---	4,563.00	4,385.28						
	TRANSIT OF FEDERAL AIDS								
10R--- 612 50000-	---	61,415.00	61,415.00						
	TRANSPORTATION AID								
10R--- 613 50000-	---	35,000.00	28,000.00						
	LIBRARY AID								
10R--- 621 50000-	---	3,380,937.00	3,372,389.00						
	EQUALIZATION AID								
10R--- 630 50000-	---	117,905.00	114,040.00						
	SPECIAL PROJECT GRANTS								
10R--- 650 50000-	---	257,909.00	257,908.56						
	SAGE AID								
10R--- 660 50000-	---	1,500.00	1,640.00						
	STATE REVENUE THROUGH LOCAL								
10R--- 691 50000-	---	15,200.00	14,811.00						
	COMPUTER AID								
10R--- 695 50000-	---	563,920.00	575,050.00						
	Per Pupil Aid								
10R--- 696 50000-	---	90,000.00							
	High Cost Transportation Aid								
10R--- 699 50000-	---	43,469.00	47,100.00						
	OTHER STATE REVENUE								
10R--- 730 50000-	---	431,334.86	195,663.00						
	SPECIAL PROJECT GRANTS								
10R--- 751 50000-	---	153,860.00	153,892.72						
	ESEA TITLE IA								
10R--- 780 50000-	---	60,000.00	50,000.00						
	FED AID THRU STATE NOT DPI								
10R--- 964 50000-	---	25,000.00							
	NON-CAPITAL INS SETTLMTS								
10R--- 971 50000-	---	30,000.00	20,000.00	6,535.00		9,457.88		31.53	
	REFUNDS - PRIOR YR., E-RATE								
10R--- 990 50000-	---	101,811.00	10,000.00	67,683.12		67,683.12		66.48	
	MISCELLANEOUS								
10R--- 999 50000-	---	100.00	200.00		30.00		30.00		15.00
	COPY FEES								
10-----	GENERAL FUND	9,951,018.86	9,289,435.21	76,932.89	14,790.17	81,669.38	18,893.45	0.82	0.20
Grand Revenue Totals		9,951,018.86	9,289,435.21	76,932.89	14,790.17	81,669.38	18,893.45	0.82	0.20

Number of Accounts: 44

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