

# Phillips Board of Education Regular Board Meeting

Monday, October 18, 2021  
6:00 p.m. - Board Meeting

**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:

*Join Zoom Meeting*

<https://us06web.zoom.us/j/86559259571?pwd=RTVZRjN2aWlNK2V3M2FXSIFhSXFzOT09>

*Meeting ID: 865 5925 9571*

*Passcode: 252162*

*One tap mobile*

*+13126266799,,86559259571# US (Chicago)*

*+16465588656,,86559259571# US (New York)*

*Dial by your location*

*+1 312 626 6799 US (Chicago)*

*+1 646 558 8656 US (New York)*

## **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	Pg#
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.	Recognition of Donations to the School District of Phillips	Pesko	4
VI.	Board Member Interview, Vote, and Oath	Pesko	5-6
VII.	Administrative Reports, Committee Reports, and Conference/ Workshop Reports		
	A. Phillips Elementary School Principal Report	Scholz	
	1. Summer School Report	Hickerson	
	B. Phillips Middle/High School Principal Report	Hoogland	
	C. Director of Special Education Report	Lemke	
	D. Superintendent Report	Morgan	
	1. Logger Camp Storage Building		
	2. Transition Plan for Phase 3 & 4 of Construction Project		
	E. Student Liaison Report	Morrone	
	1. Students of the Month		
	F. Policy Committee Report	Secretary/Chair	
	1. First Reading of Policy #940 Sponsorships, Partnerships, and Gifts/Bequests		7-8
	G. Revenue Committee Report	Secretary/Chair	
	H. Transportation/Facilities Committee Report	Secretary/Chair	
	I. Business Services Committee Report	Secretary/Chair	
	J. CESA Board of Control Meeting Report	Houdek	
VIII.	Items for Discussion and Possible Action		
	A. Return to Learn Plan Options	Morgan/Admin	
	B. Monthly Owner Report from Miron Construction	Pesko	
	C. Schedule Special Meeting to Approve Budget & Mill Rate	Morgan	
	D. Approval of Revisions to Employee Handbook Section 3.3 Separation from Employment	Morgan	9
	E. Approval of Revisions to Employee Handbook Section 4.10.4 Severance/Paid Time Off (PTO) Leave Payout	Morgan	10
	F. Approval of Revisions to Employee Handbook 6.1 Paid Vacation	Morgan	11
	G. Employee Handbook 2.1.7/Board Policy 522.4 Staff Ethics	Morgan	12

	<p>H. PEA Ratification of 1.5% Base Salary Increase for 2021-2022</p> <p>I. Heartland Business Systems Services Contract for \$20,000</p> <p>J. Final Billing for Bus Garage Project</p> <p>K. Purchase of IC International 66-Passenger Gasoline Bus for \$90,388.50.</p> <p>L. Salary/Compensation Increase</p> <p>M. Dean of Students Position Update</p> <p>N. Public Relations Position Update</p>	<p>Morgan</p> <p>Morgan</p> <p>Morgan</p> <p>Morgan</p> <p>Morgan</p> <p>Morgan</p>	
IX.	<p>Consent Items</p> <p>A. Approval of Minutes from September 20, 2021 and October 7, 2021 Board Meeting</p> <p>B. Approval of Personnel Report</p> <p>C. Approval of Bills</p>	<p>Pesko</p>	<p>13-17</p> <p>18 PDF</p>
X.	<p>Scheduling Future Board Meetings</p>	<p>Pesko</p>	
XI	<p>Motion to convene into executive session at the conclusion of the open session 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.</p> <ul style="list-style-type: none"> <li>• Review of Personnel Issue</li> </ul>	<p>Pesko</p>	
XII.	<p>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.</p>	<p>Pesko</p>	
XIII..	<p>Adjourn</p>	<p>Pesko</p>	

## Donations from April 1, 2021 to September 30, 2021

### Cash Donations:

#### Gift to District

Shirley Holub \$ 100.00 Livestream for graduation

#### Logger United Booster Club:

WIAA Basketball Tournament Live Stream \$ 562.50

Weight Room Renovation \$25,000.00

#### R-Store/Logger Pump Donations:

Quarterly Donation \$ 906.08

Quarterly Donation \$ 974.78

#### AnnMarie Foundation:

Elementary Grade 3 - Reading books for classroom \$1,018.21

Weight Room equipment \$1,441.00

Concession Stand Soft-Serve machine \$3,500.00

iPads for elementary classroom \$3,500.00

#### Gifts to Phillips Middle/High School

SouthFork Breakfast Fundraiser \$1,250.00 to Trap Team S.E.a.L.

South Fork Breakfast Fundraiser \$ 936.00 to Wrestling

Marshfield Clinic \$2,000.00 to Fitness Center Renovation

### Material/Time Donations:

#### Gifts to Phillips Elementary

Wayne & Janet Steen School supplies

Linda Lord School supplies

Prevail Bank School supplies

Rachel McCormick School supplies/hand sanitizer

#### Gifts to Phillips Middle/High School

Kathy Pipkorn Two used instruments for band use (check w/Justin)

Price Co Respect Life DVD - "Tilly"

To the Board of Education,


My name is Joe Van De Voort and I am interested in being the replacement candidate for the vacant school board member position in my area.

I am a happily married to a hard-working wife. We have a family of 4 children. We own and operate a dairy farm in the Kennan/Catawba area. I went to school in the Phillips School District and graduated with honors twenty years ago.

I view this vacancy on the School Board as an opportunity to expand my skills as a representative for my area by bringing the voices of those I will represent to the table for discussion. I do have experience on a board setting already. I have been a supervisor for the Township of Georgetown Board for the past number of years. I have learned in my experience that there will be times that we will have very little, to no, notice to make the best decisive decisions for our District, while other times, we will have time to formulate the best decisions over multiple times of discussion. I feel comfortable in both situations that I will do very well as a board member representing my area, while supporting the academic growth of all students within the Phillips School District.

I am excited to work with everyone on the Phillips School Board who continue to make our School District a safe environment for our children while providing the best experiences within all areas of education.

Thank you.

A handwritten signature in black ink, appearing to read "Joe Van De Voort", written in a cursive style.

Joe Van De Voort

From: **Janine Hoogland** <j9k76@icloud.com>  
Date: Mon, Sep 20, 2021 at 9:09 PM  
Subject: School board vacancy - letter of intent to fill  
To: <rmorgan@phillips.k12.wi.us>

This letters serves as my letter of intent to be considered by the school board of the Phillips School District to fill the current vacant seat.

Having lived in the area for most of my life and extensive experience in public education, I am in a unique position to serve the needs and interests of our students and community.

I have 20+ years of teaching experience and a Master's Degree in secondary education. I am committed to the belief that our children are entitled to as good of an education as any other child in this nation.

I have an open mind and readiness to learn, as well as a willingness to participate in activities, seminars, and further study that help me better understand what the most beneficial policies are for the good of our children and community.

Not only do I have a finger on the pulse of the community, I have the vision and an ability to understand changes in our society. I can absolutely act in accordance with other school board members to advance the best interests of the school district.

I can articulate the philosophy and goals of the school and listen carefully to the criticisms offered by people with differing views. I have the willingness to invest the hours that will be necessary to meet the duties and responsibilities of the position.

Sincerely,  
Janine Hoogland  
715-820-1955  
N4581 Pass Rd  
Catawba, WI 54515

**NAMING OF BUILDINGS    SPONSORSHIPS, PARTNERSHIPS AND  
GIFTS/BEQUESTS**

**940**

~~No District building or portions of buildings or grounds shall be named for any persons, living or deceased.~~

The Phillips Board of Education accepts sponsorships, partnership, and gifts/bequests of money, goods, and/or services that benefit the district in exchange for acknowledging the sponsor's/partner's/donor's contribution. All sponsorships, partnerships, gifts or bequests must be processed through the revenue committee as assigned by the Board president.

- Sponsorship is defined as any payment of money or other economic benefit to the district in exchange for recognition.
- Partnership is defined as a collaborative relationship between the School District of Phillips and an organization or business.
- Gifts/bequests are defined as money, goods, or services donated to the district with no expectation of reciprocal provision of goods or economic benefit to the donor.
- Acknowledgement is defined as the recognition of support provided to the district by the sponsor, partner, or donor. Acknowledgement does not include endorsement or promotion of the sponsor's/partner's/donor's product or services, pricing or quality.

Any sponsorship, partnership or gift/bequest presented to the district should be accompanied by a letter from the donor for official action and recognition by the Board of Education.

Acceptable sponsorships, partnerships, or gifts/bequests provide benefit to the educational, cultural, artistic, or co-curricular programs through donations/contributions of products, services, or money to a school building or the district. All sponsorships, partnerships, or gifts/bequests must be consistent with the values, principles, and objectives of the School District of Phillips.

Sponsorships shall be for a specific, short-term and limited purpose. Long-term or exclusive sponsorships may be acceptable provided there is commensurate recognition through appropriate-sized contributions to the district.

Each sponsorship, partnership, or gifts/bequest arrangement should have an agreed upon acknowledgement plan prior to accepting. Acknowledgements for sponsorships, partnerships, or gifts/bequests exceeding \$5,000 are subject to Board of Education approval.

Sponsorship, partnership, or gifts/bequest acknowledgement should not be more prominent than the district's identity/brand.

Facility naming rights shall be subject to Board of Education approval. The donor/sponsor requesting facility naming rights shall enter into a written agreement with the Board of Education that specifies the length of time of the facility sponsorship, the financial terms and schedule for payment to the district, and other relevant information. The revenue committee shall present all relevant details to the Board of Education on a monthly basis.

All gifts and bequests will become School District of Phillips property to be used at its discretion unless otherwise specified by the donor. Donors will be provided written acknowledgement in accordance with Internal Revenue Code regulations for charitable contributions.

The School District of Phillips shall not discriminate in acceptance and administration of sponsorships, partnerships, gifts/bequests, scholarships and other aids, benefits, or services to students from private agencies, organizations or person on the basis of age, sex, race, color, national origin, ancestry, creed, religion, pregnancy, marital or parental status, secual orientation or physical, mental, emotional, or learning disability.

*Leg Ref*            *Wisc. State Statutes 118.001, 118.12, 118.125, 118.13, 118.27, 120.12(1)(2) & 120.44(2)*  
*PI 9.03(1) of the Wisconsin Administrative Code*  
*No Child Left Behind Act of 2001*

*Approved: 06/12/62*  
*Reviewed: 06/19/00*  
*Reviewed: 02/16/09*  
*Reviewed: \_\_\_\_\_*



## HANDBOOK REVISION PROPOSALS FOR 2021-2022

### Add to section 3.3 Separation from Employment

**Termination:** Employment may be terminated upon a majority vote of the full membership of the Board of Education. In such cases, the Board shall abide by its applicable policies and such terms as may be set forth in an individual contract.

**Resignation:** A professional staff member may resign in accordance with the terms of his/her individual contract.

An administrator may resign by filing a written resignation with the District Administrator.

A support staff member may resign by filing a written resignation with the District Administrator.

The District Administrator may act for the Board in the acceptance of a resignation.

Employees who terminate their employment with at least ten (10) working days written notice will not be allowed to use any earned vacation, personal time or discretionary holiday pay once received by the District Administrator. If an employee has overused the holiday, sick, or vacation time earned, the employee will have an amount equal to the value of that overused leave withheld from his or her last paycheck. The District's obligation to pay its share of the employee's insurance benefits will terminate at the end of the month in which the employee works his/her last day.

Add Liquidated damages policies in this area section 3.3.1

## HANDBOOK REVISION PROPOSALS FOR 2021-2022

### 4.10.4 SEVERANCE/PAID TIME OFF (PTO) LEAVE PAYOUT

Employees will be paid for accumulated paid leave days upon resignation or retirement according to the following conditions:

1. To receive severance/PTO payout upon resignation, a 30 day notice prior to the effective date of the resignation must be made to the administration in writing by the employee, unless agreed to by both parties.
2. Employees who are terminated for cause are not eligible for PTO payout.
3. One hundred percent (100%) of unused PTO, may count towards paid leave payout.
4. PTO payout may be collected only if the employee leaves after a minimum of ten (10) years of continuous service with the District as a regular full-time or regular part-time employee.
5. Each PTO payout day accumulated will be paid out at a rate of 25% of daily rate for support staff.
6. In case of the death of an employee who has accumulated PTO, the benefit would be paid to their surviving spouse or estate.

# HANDBOOK REVISION PROPOSALS FOR 2021-2022

## 6.1 Paid Vacation

All nine (9) month employees: None.

All full-time twelve (12) month employees as follows:

- Less than two (2) years of service: Five (5) days vacation awarded on the first day of hire (One (1) day vacation for each two (2) months worked, not to exceed five (5) working days.)
- Two (2) to ten (10) years service: Two (2) weeks vacation.
- Ten (10) to fourteen (14) years service: Three (3) weeks vacation.
- Beyond fifteen (15) years of service: Four (4) weeks vacation.

No vacation carry forward will be allowed.

Vacations shall be taken in the year in which vacation is earned, between July 1st and June 30th except upon prior arrangement with the supervisor.

*Ref. Board Policy 542.4 Paid Vacations*

# HANDBOOK REVISION PROPOSALS FOR 2021-2022/BOARD POLICY 522.4

## 2.1.7 STAFF ETHICS

A staff ethics policy is important for promoting a positive relationship with students, administration, and other staff, and is of paramount importance in student achievement. An acceptable code of ethics is essential since students learn by example.

All District employees are expected to accept responsibility for their conduct and to understand that their conduct may be regarded as representative of the District. Employees are required to abide by a standard of conduct that models good citizenship, integrity, high ethical standards and self-discipline. District employees are seen as role models of these behaviors for students, other staff, parents, and the community. It is expected that District employees promote such behavior that will maintain the respect of students, parents, and the community.

### Violations

The superintendent or his/her designee will normally have a conference with a staff member who is alleged as being in violation of the staff ethics policy. Violations will be handled in accordance with the appropriate law, policy, procedure, or handbook provision. Discipline, if determined to be appropriate, will take into consideration the seriousness of the occurrence(s), the context of the occurrence(s), and the performance record of the staff member.

This policy will be disseminated to all employees annually at the first staff in-service of the year.

*Ref. Board Policy 522.4, Staff Ethics*

### Language first suggested:

District employees may not censor or prohibit students from expressing their ideas merely because they wish to avoid a controversy or argument on a particular subject. The First Amendment generally protects students' rights to express their religious and political opinions in public school orally, in writing, through their dress or using expressive conduct intended to convey a message.

District employees cannot let their personal beliefs interfere with their obligation to deliver the schools curriculum and they may not hijack the curriculum or use their position as an opportunity to indoctrinate students to their personal beliefs.

### Language revised as of Policy Meeting

Staff cannot on paid academic time involve self expression of personal, political, religious, or cultural views to influence any student.

MINUTES OF PHILLIPS BOARD OF EDUCATION REGULAR MEETING  
Monday, September 20, 2021

- I. The Phillips Board of Education regular Board meeting was called to order by President Pesko at 6:00 p.m. in the Phillips High School Auditorium.
- II. Present: Baxter, Fox, Halmstad, Houdek, Krog, Pesko, Rose, and Student Liaison Morrone. Absent: Willett. Administration present: Superintendent Morgan, Business Manager Lehman, Principals Hoogland and Scholz, Director of Pupil Services Lemke. Others: Staff, community members, and Price County Review. The meeting was available via Zoom for online attendance.
- 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:
  - A. Jeff Heikkenen, Ashley Raskie, Britt Bilgrien, and Becky Denzine spoke in favor of optional masks for students.
  - B. Annie Knudson and Tom Kaster spoke in favor of more protective measures for our students.
- V. Administrative and Committee Reports
  - A. Dave Scholz - Elementary Principal Report
    1. The school year is off to a busy start with students helping to plant flowers around the new drainage ponds at the 6-12 campus, field trips to pick apples, a trip to Timms Hill, Homecoming activities, Logger Leaders underway, and a family engagement game night next week.
    2. First grade students have been quarantined due to a positive COVID-19 case in a classroom and in a split specialist group.
    3. The Veterans Day program will be done again this year in the form of a parade.
  - B. Colin Hoogland
    1. Very busy with the many Homecoming activities this week.
    2. Tammy Holman took selected 7th and 8th grade students to Grand Island National Recreational Area for a three-day trip through the Outdoor Sustainable Education Program.
    3. Marc Peterson took a group of students to Trees for Tomorrow.
    4. The Marawood Conference group met today to discuss the difficulty of maintaining band and choir numbers. Our middle school students have the option this year to attend both.
  - C. Vicki Lemke - Pupil Services Director Report
    1. Eleven students with special education needs transferred out this fall and eight students entered the district. Since mid-June there have been six new placements and we currently have three referrals. Current count in special education is 141.
  - D. Rick Morgan - Superintendent Report
    1. Terra Gastmann reported to the Board that there are many shortages in the industry due to producer issues, trucking shortages, and lack of employees. The federal government has waived nutrition guidelines so schools are able to purchase food that may not meet the whole grain components, etc. DPI is encouraging schools to purchase locally if possible and the district will be cooking more from scratch.
    2. A new 4K class was added and the 4K program is experiencing some challenges so some additional aides have been hired to help with the program.

3. Majority of the problematic construction issues have been addressed. Buses are using the new drop off and the parent drop off/pick up is going well.
4. The district office will begin moving into rooms #133 - #137 in the middle school with the superintendent moving this week and other office staff over the next few weeks.
- E. Business Manager Molly Lehman walked through the preliminary budget that will be used for the annual meeting on October 4, 2021.
- F. Student Liaison Morrone updated the Board on the fall participation numbers in sports and reported on Homecoming activities. Student reaction to the start of the year is that it is busy, chaotic, but good.
- G. The policy committee met on September 15 and discussed the Ethics Policy. Work on Series 200 was tabled to next month. The committee is collecting samples of policies on Naming of Buildings to discuss at next month's meeting, as well as a review of medication distribution to students.
- H. The revenue committee met on September 16 and discussed the auditorium update project. A group will be meeting with an auditorium expert to help determine a wish list and potential costs. Seating needs to be ordered by January for summer installation. A preliminary fundraising letter has been written. ESSER funds are being researched for use in the construction project. Other items included looking into air purifiers for classroom and website work.
- H. Facilities and transportation committee met on September 16 and discussed the purchase of a snowblower and pallet forks for the skid steer. Bussing is going well and bids are being prepared for a new bus for next year.
- F. Business services committee met on September 16 and discussed:
  1. Additional compensation meeting this week will be looking at other districts compensation models and a document has been created for using ESSER funds that are required to be used for student support.
  2. Construction is still on time and the budget is good.
  3. Reviewed staffing needs due to a challenging 4K class.
  4. Reviewed board vacancy procedure.
  5. Other items included adding pool updates at future meetings and additional needs for the bus garage revamp..
  6. The board agenda was reviewed and bills will be reviewed prior to the meeting.
- G. Curriculum committee held their first meeting on September 16. The committee would like to have community and staff members join the committee.
- H. CESA #12 Board of Control met on August 17th. Items included regular agenda items, superintendent meeting discussion on critical race theory and how to increase the number of substitute teachers.

#### VI.. Items for Discussion and Possible Action

- A. Motion (Krog/Rose) to continue with Return to Learn Plan A as recommended. Motion was amended by Krog to include the return to school for all asymptomatic students K-12 on Tuesday, September 21st. Motion carried 5-2 (Baxter/Houdek).
- B. Motion (Houdek/Baxter) to have students mask on buses as required by federal regulations Motion failed 2-5 (Fox, Halmstad, Krog, Pesko, Rose).
- C. President Pesko reviewed the Miron Owner report for this month. We are still positive in the contingency fund. Some of this month's many projects included completion of west parking lot and line striping, exterior brick and cast stone, roof insulation, and light pole installation in the west lot.
- D. There is a candidate for the board vacancy. There will be an agenda item in October to interview and vote.
- E. Motion (Krog/Baxter) to appoint Paula Houdek as the Board's Legislative Liaison. Motion carried 7-0.

- F. Following extensive discussion on the Ethics Policy section of the Employee Handbook, the approval was tabled to next month.
- G. There were no recommendations for this month regarding Dean of Students and Public Relations position.
- H. The additional compensation committee met and discussed the issue of compression of teaching staff salaries and support staff not included in the salary schedule increases. The committee is looking at statewide comparisons. Another meeting is scheduled for October and a recommendation is expected to be made at the October meeting.
- I. The annual meeting agenda was reviewed. No changes were made.
- J. Dan Virnig, President of the Loggers United Booster Club updated the Board on the history of the booster club and it's unique role in supporting both athletic and academic groups within the school. They have recently reached \$100,000 in assistance to students in the past four and a half years and Dan listed many of the things the committee has accomplished through volunteer work and monetary gifts. Community members and school staff are encouraged to attend meetings held the fourth Monday of each month in the Forward Bank community room. Updates to the Board were suggested every quarter.
- K. Motion (Krob/Baxter) to approve purchase of materials for Logger Camp shed not to exceed \$25,000.00. Motion carried 7-0.
- L. An additional bleacher project cost due to a mistake in the original estimate of manufacturing handrails and half-steps was identified. The bleacher company will pay the manufacturing cost and the school the materials cost to make up the difference.
- M. Motion (Houdek/Rose) to approve the purchase of a new van for \$29,095.00 for the after-school program paid from 21st Century Grant. Motion carried 7-0.
- N. Motion (Pesko/Rose) to approve purchase of snow blower for skid steer for \$8,162.00. Motion carried 7-0.
- O. Motion (Krog/Fox) to approve the preliminary budget for 2021-2022 as presented for the budget hearing/annual meeting. Motion carried 7-0.

VII. Consent Items.

- A. Motion (Houdek/Rose) to approve minutes from August 16, 2021 Board meeting. Motion carried 7-0.
- B. Motion (Krog/Fox) to approve personnel report as presented. Motion carried 7-0.
  - 1. Approved hiring Kelly Bamke, LTE early childhood teacher; Katie Reinke, LTE paraprofessional; Ann Grzywnowicz, 4K teacher; Christine McMillan, cook; Ellie Lochner, middle school assistant cross country coach; Lance Heizler, middle school assistant football coach; Lynn Olson, Title I teacher; Erika Smith, LTE paraprofessional; Caitlyn Dittel, Middle school yearbook advisor.
  - 2. Approved renewal of faculty/staff extracurricular contracts.
  - 3. Approved resignation of Jacob Olson, junior varsity boys basketball coach and Tristin Holden, middle school assistant football coach.
- C. Motion (Fox/Krog) to approve bills from August 2021 (#348897-348980 and wires) for a total of \$547,604.46.

IX. The next regular board meeting will be held on October 18, 2021.

- X. Motion (Fox/Krog) to convene into executive session at the conclusion of the open session 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. Motion carried 7-0 with roll call vote at 8:32 p.m.
  - Personnel Report Process
  - Board Member Committee Roles and REsponsibilities
  - Review of Personnel Issue

- XI. 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.
- XII. Motion to reconvene into open session. Motion carried 7-0 with roll call vote.
- XIII. Motion to adjourn. Motion carried 7-0. Meeting adjourned at 9:50 p.m.

Respectfully submitted,

Anne Baxter, Clerk

Board of Education



**Special Board Meeting Minutes**  
October 7, 2021  
5:00 PM Phillips Middle School Room 133

The meeting was called to order at 5:01 PM.

Present on the Board: Mr. Willett, Mrs. Houdek, Mrs. Halmstad, Mr. Fox, Mr. Rose, Mr. Krog, Mr. Pesko, Mrs. Baxter

Present on the Staff: Mr. Morgan, Mr. Schultz, Mrs. Lemke

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

Motion (Krog/Rose) 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.

- Confer with legal counsel regarding Return to Learn Plan

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 carried 6-2 with roll call vote (Fox, Willett)

Motion (Houdek/Baxter) to return to open session at approximately 6:40 PM Motion carried 6-2 (Fox, Willett)

Motion (Baxter/Houdek) to go back to option A of the return to learn plan where masks are optional and we follow the guidance of the public health officers as recommended by legal council. Motion (Krog/Rose) to table above motion until regular board meeting. Motion to table carried 6-2 (Baxter/Houdek)

Adjourn was made to adjourn approximately 6:50PM

Respectfully submitted by

Anne Baxter, Board Clerk

**Personnel Report - Amended  
September 18, 2021 - October 15, 2021**

**New Hires/Transfers**

Name/Position	Status	Hiring Salary	Previous Salary	Effective Date
Lauren Lenz Special Education Aide	New position	\$13.75	N/A	
Winter Coaching Non-Faculty: TJ Podmolik Tim Brown Joe Grapa Josh Upton	Renew Annual Contract for: Boys MS Asst Basketball Coach Varsity Wrestling Coach Asst Varsity Wrestling Coach MS Asst Wrestling Coach	\$1,092.17 \$3,033.43 \$1,941.26 \$753.59		Winter Coaching Season

**Recruitment**

Position	Position Status	Location	Posting Date
Boys Basketball JV Coach	Replace Jacob Olson	PHS	08/23/21
Elementary Special Education Teacher	Replace Tara Strassburger	PES	6/4/21

**Resignations/Retirements**

Name	Position	Resignation/ Retirement	Effective Date	Years of Service	Location
Caroline Corbett	PES Co-Advisor for Yearbook	Resignation	9-24-2021	3	PES
Kellyn Homa	Paraprofessional	Resignation	10-29-2021	1	6-12

FDTLOC SRC FUNC	PRJ LOC SRC	2021-22 Revised Budget	2020-21 Revised Budget	September 2021 Monthly Activi	September 2020 Monthly Activi	2021-22 FYTD Activity	2020-21 FYTD Activity	2021-22 FYTD %	2020-21 FYTD %
10R--- 211 50000-	---	4,015,600.00	4,048,196.00						
10R--- 213 50000-	---	1,713.00	1,713.00		353.04		353.04		20.61
10R--- 249 50000-	---		4,000.00				226.48		5.66
10R--- 264 50000-	---	2,000.00							
10R--- 271 50000-	---			1,568.00		1,568.00			
10R--- 279 50000-	---		1,540.00	880.00		880.00			
10R--- 280 50000-	---	12,000.00	8,700.00	645.57	1,223.97	1,731.17	3,240.19	14.43	37.24
10R--- 292 50000-	---	5,000.00	7,300.00	1,513.00	4,246.00	4,998.00	4,346.00	99.96	59.53
10R--- 293 50000-	---	10,000.00	46,157.00	40.00	900.00	40.00	3,085.68	0.40	6.69
10R--- 345 50000-	---	362,170.00	335,471.00						
10R--- 517 50000-	---	4,646.00	4,646.00						
10R--- 612 50000-	---	61,415.00	61,415.00						
10R--- 613 50000-	---	30,951.00	30,951.00						
10R--- 621 50000-	---	3,583,667.00	3,465,914.00	521,085.00	499,465.00	521,085.00	499,465.00	14.54	14.41
10R--- 630 50000-	---	110,230.00	117,905.00						
10R--- 650 50000-	---	201,821.28	201,821.28						
10R--- 660 50000-	---	1,600.00	1,500.00						
10R--- 691 50000-	---	15,202.00	15,592.00	273,942.00		273,942.00			
10R--- 694 50000-	---								
10R--- 695 50000-	---	560,210.00	562,594.00						
10R--- 696 50000-	---	90,000.00	90,000.00						
10R--- 699 50000-	---		43,469.00				35,706.00		82.14
10R--- 730 50000-	---	614,249.37	426,540.86						
10R--- 751 50000-	---	204,135.00	153,860.00						
10R--- 780 50000-	---	70,000.00	60,000.00			1,364.19		1.95	
10R--- 861 50000-	---					250.00			
10R--- 964 50000-	---	30,000.00	25,000.00						
10R--- 971 50000-	---	30,000.00	30,000.00	13,451.82	21,572.11	17,866.29	31,029.99	59.55	103.43
10R--- 990 50000-	---		101,811.00		38,659.29		106,342.41		104.45
10R--- 999 50000-	---	50.00	100.00						
10-----	---	9,986,659.65	9,848,106.14	813,125.39	602,125.41	823,724.65	683,794.79	8.25	6.94
Grand Revenue Totals		9,986,659.65	9,848,106.14	813,125.39	602,125.41	823,724.65	683,794.79	8.25	6.94

Number of Accounts: 43

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

FDT	OBJ FUNC	PRJ	OBJ	2021-22 Revised Budget	2020-21 Revised Budget	September 2021-22 Monthly Activity	September 2020-21 Monthly Activity	FYTD Activity	2021-22 FYTD \$	2020-21 FYTD \$
10E	11		UNDIFFERENTIATED CURRICULUM	1,778,037.00	1,849,896.81	168,118.33	146,869.80	314,074.17	17.66	16.02
10E	12		REGULAR CURRICULUM	2,034,725.88	2,007,216.87	174,368.66	179,443.39	333,039.68	16.37	17.05
10E	13		VOCATIONAL CURRICULUM	415,377.00	401,906.38	37,198.13	33,246.73	70,855.62	17.06	16.34
10E	14		PHYSICAL CURRICULUM	165,161.00	165,730.44	10,437.39	10,210.38	21,699.17	13.14	12.41
10E	16		CO-CURRICULAR ACTIVITIES	160,357.00	149,868.15	16,244.49	5,811.18	20,473.00	12.77	4.87
10E	17		OTHER SPECIAL NEEDS	7,942.00	11,417.00	5,550.00		5,570.00	70.13	33.02
10E	21		PUPIL SERVICES	287,616.27	287,975.16	22,336.60	20,070.37	51,369.22	17.86	16.72
10E	22		INSTRUCTIONAL STAFF SERVICES	318,963.27	417,913.29	37,134.67	42,742.64	54,413.68	17.06	13.85
10E	23		GENERAL ADMINISTRATION	277,555.00	288,910.00	31,374.69	29,458.16	75,174.42	27.08	24.98
10E	24		SCHOOL BUILDING ADMINISTRATION	617,803.59	732,000.39	47,160.77	45,273.18	158,136.13	25.60	17.73
10E	25		BUSINESS ADMINISTRATION	2,239,869.00	2,248,005.47	236,495.41	129,918.27	452,572.74	20.21	14.81
10E	26		CENTRAL SERVICES	47,002.96	32,640.00	6,842.85	4,529.03	9,687.69	20.61	24.02
10E	27		INSURANCE & JUDGMENTS	163,896.00	172,758.00	29,198.20	43,243.72	55,168.56	33.66	34.81
10E	28		DEPT SERVICES	22,127.00	51,011.00	1,793.53	1,793.53	7,174.12	32.42	10.55
10E	29		OTHER SUPPORT SERVICES	297,994.00	331,512.73	17,452.57	12,623.34	111,996.73	37.58	41.77
10E	41		TRANSFERS TO ANOTHER FUND	873,180.00	873,180.00			14,816.71	2.28	
10E	43		PURCHASED INSTRUCTIONAL SERV	651,231.00	534,868.00	14,816.71		151.97	7.45	
10E	49		OTHER NON-PROGRAM TRANSACTIONS	2,040.00	2,040.00					
Grand Expense Totals				10,360,877.97	10,558,849.69	856,523.00	705,233.72	1,756,373.61	16.95	15.05

Number of Accounts: 1495

Funds Available to the District as of September, 2021:

First National Bank (General Checking)	2,344,288.20
Local Gov't Investment Pool	612.60
First National Bank (Savings)	4,398.94
<b>Total</b>	<b>2,349,299.74</b>

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

Total Borrowed (through 09/30/21): 0.00