

# Phillips Board of Education Regular Board Meeting

Monday, November 15, 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/87952065204?pwd=cjF0VUZ4Y1plaJFFU2dsYnBCWjFHUT09>

Meeting ID: 879 5206 5204

Passcode: 059365

*One tap mobile*

+13017158592,,87952065204#

+13126266799,,87952065204#

*Dial by your location*

+1 301 715 8592

+1 312 626 6799

**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.	Administrative Reports, Committee Reports, and Conference/ Workshop Reports		
	A. Phillips Elementary School Principal Report	Scholz	
	B. Phillips Middle/High School Principal Report	Hoogland	
	C. Director of Special Education Report	Lemke	
	D. Superintendent Report	Morgan	
	1. Logger Camp Storage Building Update		
	2. Curriculum Committee Parent Participation Application Process		
	E. Student Liaison Report	Morrone	
	1. Students of the Month		
	F. Policy Committee Report	Secretary/Chair	
	1. Second Reading of Policy #940 Sponsorships, Partnerships, and Gifts/Bequests		4-5
	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	
VI.	Items for Discussion and Possible Action		
	A. Return to Learn Plan Options	Morgan/Admin	
	B. Monthly Owner Report from Miron Construction	Pesko	
	C. Approve Second Readings from Policy as Presented	Pesko	
	D. Employee Handbook 2.1.7/Board Policy 522.4 Staff Ethics	Morgan	6
	E. Salary/Compensation Increase	Morgan	7
	F. Potential Insurance Broker Change	Lehman	
	G. Auditorium Refresh Update	Morgan	8-11
	H. Dean of Students Position Update	Morgan	
	I. Public Relations Position Update	Morgan	
VII.	Consent Items	Pesko	
	A. Approval of Minutes from October 18 and October 25, 2021 Board Meetings		12-17
	B. Approval of Personnel Report		18
	C. Approval of Bills		PDF

VIII.	Scheduling 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)(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>	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	

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, sexual 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: 11/15/21*

# 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.

Preliminary Costing 2021-2022 School District of Phillips

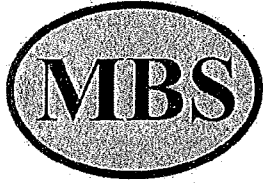
Increases of \$2.25 & \$1.75 for those not on the salary schedule along with 1.5% increase and .50 cent increase for those on the salary schedule

Increase for four teachers over 2yrs \$6,600

Salaries		<u>\$33,639</u>	<u>\$26,400.00</u>
<b>Difference</b>			
Social Security	7.65%	\$2,573	\$2,020
Retirement WRS	6.85%	\$2,304	\$1,808
Total Benefit		<u>\$4,878</u>	<u>\$3,828</u>
Total Package		<u><u>\$38,517</u></u>	<u><u>\$30,228</u></u>
<b>Increase to Budget</b>		<b>\$38,517</b>	<b>\$30,228</b>

Notes

- Support Staff Employee's 11-29yrs \$1.75 increase
- Support Staff Employee's 30+yrs \$2.25 increase
- Employees 11+yrs on the salary schedule extra .50 cents



# Marshfield Book & Stationery Inc.

EVERYTHING FOR THE SCHOOL AND OFFICE

## EQUIPMENT IS OUR SPECIALTY

To: PHILLIPS SCHOOL DIST

Date: 8-13-2021

Attn: RICK MORGAN, MOLLY LEHMAN

Job: Auditorium seating  
Location: H.S.  
Architect: NONE  
Addenda: NONE

Page 1 of 2

Scope of Work: DAVIS FURNITURE CO. AUDITORIUM SEATING

\*\*\* 4" THICK UPHOLSTERED SEAT OVER 5-NO SAG SERPENTINE SPRINGS WITH PLASTIC SEAT PAN.

\*\*\* SEAT RISING MECHANISM: GRAVITY LIFT MECHANISM-NO SPRINGS TO FAIL OVER TIME

\*\*\* BACK: 32 1/2"H 2" THICK MIN. LUMBAR SUPPORTING BACK REST WITH PLASTIC OUTER BACK

\*\*\* STANDARDS: 14 GAUGE STEEL STANDARDS TO MATCH POLYPROPYLENE

\*\*\* ARMRESTS: PLASTIC

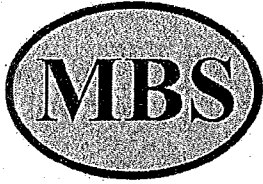
\*\*\* AISLE ENDS: PLAM TAPERED INSERT

DELIVERY AND INSTALLATION INCLUDED

109800 W McMillan St • Marshfield, WI 54449 • Ph. 715-387-1286 • Fax 715-387-1145 • [marshfieldbook.com](http://marshfieldbook.com)

*SERVICE WHEN YOU NEED IT!*





# Marshfield Book & Stationery Inc.

EVERYTHING FOR THE SCHOOL AND OFFICE

INSTALLATION INCLUDES UNLOADING TRUCK, TRANSPORT TO BALCONY, LAYOUT, DRILLING, SORTING PARTS, ASSEMBLY, INSTALLATION AND CLEAN UP. SCHOOL TO PROVIDE DUMPSTER FOR PACKAGING MATERIALS.

\$92,459.36 DELIVERED TO PHILLIPS

OPTIONAL ADDS:

AISLE LIGHTING (OWNERS CHOICE OF STANDARD TIVOLI AISLE LIGHTING MOUNTED TO EACH AISLE END. ALL ELECTRICAL CONNECTION AND WIRING TO BE COMPLETED BY OWNER HIRED ELECTRICIAN)  
**\$90.00 EACH**

NUMBER/LETTER PLATES (ONE SEAT NUMBER PER SEAT, ONE ROW LETTER PER AISLE END. STYLE AND COLOR AS SELECTED BY OWNER)  
**\$6.50/SEAT**

**Qualifications: SCHOOL TO REMOVE EXISTING SEATS**

**STANDARD DAVIS SEATING COLORS ONLY**

WISCONSIN STATE SALES AND USE TAXES ARE NOT INCLUDED WHERE APPLICABLE. PURCHASER BY ACCEPTANCE OF THIS QUOTATION AGREES TO FURNISH TAX EXEMPTION CERTIFICATES WHEN REQUESTED ON NON-TAXABLE MATERIALS.

TERMS: Net 30 days.

ACCEPTED:

Company \_\_\_\_\_

Name \_\_\_\_\_

Date \_\_\_\_\_

RESPECTFULLY,  
KEITH WEIN

MARSHFIELD BOOK & STATIONERY INC.

109800 W McMillan St • Marshfield, WI 54449 • Ph. 715-387-1286 • Fax 715-387-1145 • [marshfieldbook.com](http://marshfieldbook.com)

*SERVICE WHEN YOU NEED IT!*

Creative Entertainment Services & Management Group (CESMG)  
 PO Box 32629  
 Knoxville, TN 37930  
 423-329-6975

Quote# 8240

**QUOTE**

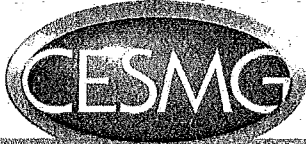
Customer				Detail	
Name	School District of Phillips			Date	10/4/2021
Address	990 Flambeau Ave			Expires	3/31/2022
City	Phillips	State	WI	ZIP	54555
Project	Auditorium Audio, Video, Theatrical Lighting, Curtain Upgrade			Carrier	Installed
				Terms	Net 10

Qty	Description	Unit Price	Total
1	Behringer S32 Digital Stage Box	\$ 1,095.00	\$ 1,095.00
4	Hosa PDR-369 Audio Patch Bay	\$ 94.00	\$ 376.00
12	Monoprice 14891 Desktop Microphone	\$ 43.00	\$ 516.00
1	Custom XLR Cable - Board Meeting or Similar Setup	\$ 320.00	\$ 320.00
1	Crown DSI MA4 4 Channel Audio Amplifier	\$ 2,748.00	\$ 2,748.00
6	EV ZLX12 Speaker	\$ 339.00	\$ 2,034.00
6	EV ZLX BRKT Speaker Mount	\$ 98.00	\$ 588.00
2	EV SB122 Subwoofer	\$ 479.00	\$ 958.00
2	EV MB200 Subwoofer Mount	\$ 87.00	\$ 174.00
3	Alto TX208 Backstage and Green Room Speaker with Mount	\$ 133.00	\$ 399.00
1	MikroTik RB2011IL-RM Rack Mount Router	\$ 100.00	\$ 100.00
1	MikroTik RBWAPG-5HACT2HND Access Point	\$ 12.00	\$ 12.00
1	Apple iPad Air MD7855LL/B 9.7" with Hard Case	\$ 410.00	\$ 410.00
1	V7 RMEC42U 42 Space Rack Cabinet	\$ 970.00	\$ 970.00
3	Furman M-8X2 Power Conditioner	\$ 93.00	\$ 279.00
3	2 Space Rack Mount Drawer	\$ 67.00	\$ 201.00
3	3 Space Rack Mount Drawer	\$ 81.00	\$ 243.00
1	Denon DN-300Z Media Player (CD, CD-R, MP3, Aux, AM/FM, Bluetooth, USB)	\$ 445.00	\$ 445.00
4	Acacia Liz Stand Mounted Choir Microphone	\$ 335.00	\$ 1,340.00
4	On-Stage MS7701B Microphone Stand	\$ 37.00	\$ 148.00
5	Shure MX202B/C Overhead Microphone (1 for House Recording)	\$ 195.00	\$ 975.00
1	IKAN LiveCom 4 Station Intercom System	\$ 2,280.00	\$ 2,280.00
1	Chamsys QuickQ 30 Lighting Console	\$ 3,975.00	\$ 3,975.00
3	ViewSonic VG2440 24" Video Monitor (Lighting, Camera, Green Room)	\$ 220.00	\$ 660.00
2	ENTTEC 70572 DMX Splitter	\$ 133.00	\$ 266.00
85	Blizzard Lighting Klamp-N Lighting Fixture Clamp	\$ 14.00	\$ 1,190.00
67	30" Lighting Fixture Safety Cable	\$ 4.00	\$ 268.00
1	Springtree Lighting SM-8 House Light Master Control Switch	\$ 267.00	\$ 267.00
2	Springtree Lighting SM-0 House Light Wall Switch	\$ 198.00	\$ 396.00
48	Springtree Lighting Spatial Flats Pendant Warm White LED Fixture	\$ 120.00	\$ 5,760.00
3	Springtree Lighting DMX 600 Pendant Lighting Driver	\$ 710.00	\$ 2,130.00
18	Blizzard Lighting Motif Vignette RGBW LED Cyc Strip Fixture - 180 Watt	\$ 439.00	\$ 7,902.00
5	Blizzard Lighting Aria Profile Ellipsoidal RGBW LED Fixture - 180 Watt	\$ 650.00	\$ 3,250.00
44	Blizzard Lighting Colorise EXA Par RGBAW LED Fixture with Zoom - 180 Watt	\$ 549.00	\$ 24,156.00
1	DataVideo NVS-33 Video Streaming/Recorder	\$ 580.00	\$ 580.00
1	DataVideo PTC-140 PTZ Video Camera	\$ 1,347.00	\$ 1,347.00
1	J-Tech Digital 18GSP14M Video Splitter	\$ 50.00	\$ 50.00
1	J-Tech Digital EX60-EDIDIR HDMI over Ethernet	\$ 80.00	\$ 80.00

Continued

1	Valance Drape - 4' H x 64' W	\$ 1,350.00	\$ 1,350.00
2	Grand Drape - 16' H x 33' W	\$ 2,260.00	\$ 4,520.00
2	Ollo Drape - 16' H x 33' W	\$ 2,385.00	\$ 4,770.00
2	Border Drape - 3' H x 62' W	\$ 885.00	\$ 1,770.00
2	Upstage Drape - 16' H x 31' W	\$ 2,060.00	\$ 4,120.00
2	Roto Drape - 16' H x 8' W	\$ 560.00	\$ 1,120.00
2	Fixed Drape - 16' H x 10' W	\$ 720.00	\$ 1,440.00
2	Roto Drape Hardware	\$ 686.00	\$ 1,372.00
1	60' Support for Strip Lights - 1.5" Schedule 40 Steel Pipe with Rigging	\$ 725.00	\$ 725.00
1	Lift Rental	\$ 1,320.00	\$ 1,320.00
1	Installation Materials	\$ 3,460.00	\$ 3,460.00
1	Installation Labor & Training	\$ 23,550.00	\$ 23,550.00
1	Freight	\$ 2,310.00	\$ 2,310.00
<i>Warranty: 1 Year CESMG Parts &amp; Labor</i>			

SubTotal	120,715.00
Shipping	\$ -
Tax Rate(s)	Exempt
<b>QUOTE TOTAL</b>	<b>\$ 120,715.00</b>



Creative Entertainment  
Services & Management Group  
www.cesmg.com

Questions?  
Project Contact: Tom Bullard  
865-209-0858 (cell) tom@cesmg.com

**Special Board Meeting Minutes**  
October 18, 2021  
5:00 PM Phillips High School Auditorium

The meeting was called to order at 5:01 p.m. by President Pesko.

Present on the Board: Baxter, Houdek, Fox (15 minutes late), Krog, Pesko, Rose,  
Absent: Halmstad, Willett

Present on the Staff: Mr. Morgan

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/Baxter) 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. Motion carried 5-0.

- 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 to return to open session at approximately 6:00 PM Motion carried 6-0 with roll call vote.

Respectfully submitted by

Anne Baxter, Board Clerk

## 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 6:07 p.m. in the Phillips High School Auditorium.
- II. Present: Baxter, Fox, Halmstad (on Zoom for part of the meeting), Houdek, Krog, Pesko, Rose, Willett, and Student Liaison Morrone. Administration present: Superintendent Morgan, 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:  
Eleven community members expressed their concerns regarding masking and following public health directives.
- V. President Pesko read a list of donations to the School District of Phillips from April 1 through September 30, 2021 and thanked the community for their support.
- VI. Interviews were held with two board member candidates: Janine Hoogland and Joe Van De Voort. The board elected Joe Van De Voort to fill the position vacated by Gabe Lind. Anne Baxter administered the oath of office and Joe took his seat at the board table.
- VII. Administrative and Committee Reports
  - A. Dave Scholz - Elementary Principal Report
    1. The first Logger Learning Time was held on October 6-7.
    2. September 30th was the Game Night Parent Outreach with activities held indoor and outdoor. There was good attendance and 30 pumpkins were raffled off.
    3. Kristin Hickerson reported on the 2021 summer school program. There were 31 different classes held over the traditional three-week program. In addition, there was the BBA program, softball camp and soccer camps. Remedial classes were held at all three buildings at different times. A total 274 students participated and an FTE of 12 was report to DPI. Next year's program will be similar with hopefully the addition of outdoor education classes.
  - B. Colin Hoogland
    1. Construction is going well and everyone is being creative in working around the project.
    2. The staff did a book study on family engagement and has created a team to increase our connections with parents. There were 169 parents signed in for parent/teacher conferences which was a good turnout.
    3. The high school is experiencing a successful sports season and things are going well for the start of school.
  - C. Vicki Lemke - Pupil Services Director Report
    1. There has been an increase in the use of the Take-Ten rooms and counseling requests compared to the start of other years.
    2. Eleven referrals are in process in special education..
  - D. Rick Morgan - Superintendent Report

1. Students and staff in the technology department are working in connection with Miron Construction to build a 24x40 foot storage building. We have received a \$25,000 donation from Prevail Bank toward this project.
  2. Mr. Morgan walked through the transition process of Phase 3 and Phase 4 of the construction project beginning now with the district office, the new addition move-in planned for January, renovation of the current district office and refreshing of vacated high school classrooms during 2nd semester, and move from the elementary new campus next summer.
- E. Student Liaison Report by Samantha Morrone:
1. Students of the Month at the middle school were Dexter Dabler (6), Natalie Grzywnowicz (7), and Anna Belan (8).
  2. Homecoming activities went very well with lots of student participation.
  3. Fall sports are doing well. Volleyball has regional games this week, boys cross country were first in conference and the girls were fourth, football has a 7-2 record, tennis has completed sectionals, and powerlifting is starting. The choir concert was moved to October 26 and the student council has scheduled a blood drive for November 3rd.
- F. The policy committee met on October 13 and discussed revisions to Policy #940 and forwarded it for first reading. Employee Handbook revisions were forwarded for board approval. Work continued on the Ethics policy and recommendation from the committee is to leave the policy as written. Items for future discussion are Policy #453.4 Dispensing of Medication and continued work on Series 200 and 300.
- G. The revenue committee met on October 14 and discussed the auditorium update projects. Quotes are coming in for sound, lighting, curtains, carpeting, and seating. Reviewed the Northwoods Players fundraising letter. Discussed advertising parameters being proposed to policy committee with Policy #940.
- H. Facilities and transportation committee met on October 14 and discussed the positive reports from the recent environmental inspection. Additional landscaping to various areas for next spring were discussed. All buses were inspected and passed inspection. Maintenance on buses continues as needed. We are transporting about 30 students to St. Therese on Wednesdays for classes.
- I. Business services committee met on October 14 and discussed:
1. Additional compensation committee updates. A plan has been proposed for the teachers with compressed salaries and work continues on the support staff. A recommendation will be made at the November meeting.
  2. Construction is still on time and issues were discussed.
  3. Logger Manufacturing students are working with builders to set up the equipment in the manufacturing portion of the building.
  4. The RibFest tours were well received.
  5. The newspaper and media group will be writing an article and making a video of the construction project.
  6. Discussed a proposed change to LTD policy, but saw no need for a change.
  7. Discussed PEA ratification of 1.5% salary increase, the final bus garage invoice, the Heartland Business contract, and addition of air purifiers to all classrooms.
  7. The board agenda was reviewed and adjusted and bills will be reviewed prior to the meeting.
- J. CESA #12 Board of Control met on September 21. Items included regular agenda items, presentation on WISEdash local, special education supports, COVID mitigation, staffing changes, and facilities.

## VI.. Items for Discussion and Possible Action

- A. Motion (Baxter/Houdek) to have students mask on buses and classrooms until numbers in Price County go down. Motion failed 2-6. (Y-Houdek/Baxter)

- B. Motion (Pesko/Rose) to continue with Return to Learn Plan A per administrative recommendation including cooperation with the Price County Health Department on quarantines. Masking is parental decision. Motion (Fox) to table the motion. Failed for lack of a second. Motion carried 5-3 (Fox/Baxter/Houdek - N).
- C. Motion (Baxter/Houdek) to have students mask on buses as required by federal regulations. Pesko left meeting prior to vote. Motion failed 2-5 (Baxter/Houdek - N).
- D. President Pesko returned and reviewed the Miron Owner report for this month. Some windows were ordered wrong and will be delayed. The wrong windows were donated to the school for use in the future greenhouse. Garage doors are delayed and should be here in December. The building will be heated so drywall can be installed.
- E. A special meeting will be needed to approve the final budget and mill rate now that the actual numbers are in from the state.
- F. Motion (Willett/Baxter) to appoint the three Employee Handbook revisions as presented (Sections 3.3, Section 4.10.4, and Section 6.1). Motion carried 8-0.
- G. Discussion was held on the Ethics Policy and the policy committee recommendation to leave the policy as written. Motion (Fox/Krog) to table this decision. Motion carried 5-3 (Pesko, Baxter, Houdek-N)
- H. Motion (Willett/Krog) to approve PEA ratification of 1.5% base salary increase for 2021-2022. Motion carried 7-1 (Fox).
- I. Motion (Willett/Baxter) for Heartland Business Systems Services Contract for \$20,000.00. Motion carried 8-0.
- J. Motion (Willett/Baxter) to approve the final invoice for the bus garage renovation of \$51,329.00. Motion carried 8-0.
- K. Motion (Willett/Krog) to approve purchase of IC International 66-Passenger gasoline bus for \$90,388.50. Motion carried 8-0.
- L. The salary compensation increase is being worked on in the additional compensation committee.
- M. There is no additional information regarding the Dean of Students and Public Relations positions.

VII. Consent Items.

- A. Motion (Willett/Krog) to approve minutes from the September 20 and October 7, 2021 Board meetings. Motion carried 8-0.
- B. Motion (Willett/Krog) to approve personnel report as presented. Motion carried 8-0.
  - 1. Approved hiring Lauren Lenz as special education aide.
  - 2. Approved renewal of non-faculty/staff extracurricular contracts for Tim Brown, Varsity wrestling coach; Joe Grapa, Asst wrestling coach, Josh Upson, middle school asst. Wrestling coach, and TJ Podmolik, middle school boys assistant basketball coach.
  - 3. Approved resignation of Caroline Corbett, PES yearbook advisor and Kellyn Homa, paraprofessional
- C. Motion (Rose/Willett) to approve bills from September 2021 (#348981-349090 and wires) for a total of \$754,357.10.

IX. The next regular board meeting will be held on November 15, 2021. A special meeting will be scheduled for budget and mill rate approval.

X. Motion (Krog/Houdek) 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 8-0 with roll call vote at 9:01 p.m.

- 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 (Willett/Krog) to adjourn. Motion carried 8-0. Meeting adjourned at 9:30 p.m.

Respectfully submitted,

Anne Baxter, Clerk

Board of Education



**Special Board Meeting Minutes**

October 25, 2021

Phillips Middle School Room 133

The meeting was called to order at 12:00 PM.

Present on the Board: Anne Baxter, Paula Houdek, Jon Pesko, Stephen Willett, Joe Van De Voort

Present on the Staff: Superintendent Morgan, and Business Manager Lehman

Business Manager Lehman presented three options for the Levy:

- 1) Mil Rate: \$7.56 - Fund 39 Levy \$547,000
- 2) Mil Rate: \$7.83 - Fund 39 Levy would increase to \$725,000 (approximate savings of \$35,277 over the life of the loan)
- 3) Mil Rate - \$8.17 - Fund 39 Levy would increase to \$950,000 (approximate savings of \$106,000 over life of the loan)

Increasing the Fund 39 Levy would

- 1) Offset the debt levy in future years by holding monies in the Fund 39 fund balance.
- 2) We are normally a negatively tertiary aided district which could mean less equalized aid next year that could increase the mil rate. The use of the Fund 39 fund balance could flatten the mil rate if it increases beyond \$8.17, for example
- 3) Defeasance payments would reduce the amount of interest owed over the life of the loan (hold in Fund 39 until January or February of next year if over-levying the smaller amount).

Motion (Houdek/Willett) to approve Option 2. Motion carried with unanimous vote.

Meeting was adjourned.

Respectfully submitted by

Anne Baxter, Board Clerk

**Personnel Report - Amended  
October 16, 2021 - November 12, 2021**

**New Hires/Transfers**

Name/Position	Status	Hiring Salary	Previous Salary	Effective Date
Mary Mepham Moved to Spanish Asst.	New position due to increased enrollment of ELL student	\$13.75	\$13.75	10/18/21
Don Paulus Paraprofessional	Replace Mary Mepham Reg Ed paraprofessional position	\$13.75	\$13.75	10/18/21
Angela Lenz Paraprofessional	Replace Kellyn Homa	\$13.75	\$13.75	10/25/21
Cassie Thums 4K Paraprofessional	Replace Lynnae Helgeson	\$13.75	\$14.00	11/2/2021
Amy Ring, Boys Varsity Basketball Coach	One-Year Interim Position	\$3,275.39	\$3,275.39	Winter Season
Brady Bolz, Boys JV Basketball Coach	One-Year Interim Position	\$2,183.23	\$2,183.23	Winter 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
Lynnae Helgeson	4K Paraprofessional	Resignation	11/1/2021	1	PES

FPT	OBJ	FUNC	PRJ	OBJ	2021-22 Revised Budget	2020-21 Revised Budget	October 2021-22 Monthly Activity	October 2020-21 Monthly Activity	FYTD Activity	2021-22 FYTD \$	2020-21 FYTD \$
10E	---	11	---	UNDIFFERENTIATED CURRICULUM	1,778,037.00	1,849,896.81	144,687.50	164,221.23	458,761.67	25.80	24.90
10E	---	12	---	REGULAR CURRICULUM	2,034,725.88	2,007,216.87	155,576.62	165,050.34	488,616.30	24.01	25.27
10E	---	13	---	VOCATIONAL CURRICULUM	420,877.00	401,906.38	30,784.25	37,556.89	101,639.87	24.15	25.68
10E	---	14	---	PHYSICAL CURRICULUM	165,161.00	165,730.44	10,663.50	10,209.90	32,362.67	19.59	18.57
10E	---	16	---	CO-CURRICULAR ACTIVITIES	160,357.00	149,868.15	10,995.68	27,715.42	31,468.68	19.62	23.36
10E	---	17	---	OTHER SPECIAL NEEDS	7,942.00	11,417.00			5,570.00	70.13	33.02
10E	---	21	---	PUPIL SERVICES	287,616.27	287,975.16	24,956.18	23,534.21	76,325.40	26.54	24.90
10E	---	22	---	INSTRUCTIONAL STAFF SERVICES	318,963.27	417,913.29	19,383.72	33,009.57	73,797.40	23.14	21.75
10E	---	23	---	GENERAL ADMINISTRATION	277,555.00	288,910.00	18,157.53	21,499.53	93,331.95	33.63	32.42
10E	---	24	---	SCHOOL BUILDING ADMINISTRATION	617,803.59	732,000.39	48,059.43	55,841.17	206,195.56	33.38	25.36
10E	---	25	---	BUSINESS ADMINISTRATION	2,239,869.00	2,248,005.47	172,358.69	209,750.29	624,931.43	27.90	24.15
10E	---	26	---	CENTRAL SERVICES	47,002.96	32,640.00	3,260.84	2,906.63	12,948.53	27.55	32.92
10E	---	27	---	INSURANCE & JUDGMENTS	163,896.00	172,758.00	8,885.58	7,704.06	64,054.14	39.08	39.27
10E	---	28	---	DEBT SERVICES	22,127.00	51,011.00	1,793.53	3,587.06	8,967.65	40.53	17.58
10E	---	29	---	OTHER SUPPORT SERVICES	297,994.00	331,512.73	19,208.28	21,218.52	131,205.01	44.03	48.17
10E	---	41	---	TRANSFERS TO ANOTHER FUND	873,180.00	873,180.00					
10E	---	43	---	PURCHASED INSTRUCTIONAL SERV	590,795.00	534,868.00	6,145.74	1,787.60	20,962.45	3.55	0.33
10E	---	49	---	OTHER NON-PROGRAM TRANSACTIONS	2,040.00	2,040.00			151.97	7.45	
Grand Expense Totals					10,305,941.97	10,558,849.69	674,917.07	785,592.42	2,431,290.68	23.59	22.49

Number of Accounts: 1525

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

Funds Available to the District as of October, 2021:

First National Bank (General Checking)

Local Gov't Investment Pool

First National Bank (Savings)

Total

1,517,874.45

600.96

4,398.94

1,522,874.35

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

1,000,000

Total Borrowed (through 10/31/21):

0.00

EDTLOC	SRC	FUNC	PRJ	LOC	SRC	2021-22		October 2021-2		October 2020-2		2020-21		2021-22		2020-21	
						Revised Budget	Revised Budget	Monthly Activi	Monthly Activi	Revised Budget	Revised Budget	FYTD Activity	FYTD Activity	FYTD %	FYTD %		
10R---	211	50000-	---	---	CURRENT YEAR PROPERTY TAX	3,840,476.00	4,048,196.00										
10R---	213	50000-	---	---	MOBILE HOME TAX	1,713.00	1,713.00						353.04				20.61
10R---	249	50000-	---	---	TRANSPORTATION FEES		4,000.00						226.48				5.66
10R---	264	50000-	---	---	SURPLUS NON-CAPITAL OBJECTS	2,000.00	2,000.00	10.00	10.00						0.50		
10R---	271	50000-	---	---	ADMISSIONS			1,844.00	1,844.00								
10R---	279	50000-	---	---	OTHER SCHOOL ACTIVITY INCOME		1,540.00	5,581.00	6,461.00								
10R---	280	50000-	---	---	INTEREST ON INVESTMENTS	12,000.00	8,700.00	596.92	1,060.78				4,300.97			19.40	49.44
10R---	292	50000-	---	---	STUDENT FEES	5,000.00	7,300.00	230.00	900.00				5,246.00			104.56	71.86
10R---	293	50000-	---	---	RENTALS	10,000.00	46,157.00		900.00				3,985.68			0.40	8.64
10R---	345	50000-	---	---	OPEN ENROLLMENT W/ SCH. DIST.	345,848.00	335,471.00										
10R---	517	50000-	---	---	TRANSIT OF FEDERAL AIDS	4,646.00	4,646.00										
10R---	612	50000-	---	---	TRANSPORTATION AID	61,415.00	61,415.00										
10R---	613	50000-	---	---	LIBRARY AID	30,951.00	30,951.00										
10R---	621	50000-	---	---	EQUALIZATION AID	3,701,480.00	3,465,914.00						499,465.00		14.08	14.41	
10R---	630	50000-	---	---	SPECIAL PROJECT GRANTS	110,230.00	117,905.00										
10R---	650	50000-	---	---	SAGE AID	201,821.28	201,821.28										
10R---	660	50000-	---	---	STATE REVENUE THROUGH LOCAL	1,600.00	1,500.00										
10R---	691	50000-	---	---	COMPUTER AID	15,202.00	15,592.00										
10R---	694	50000-	---	---	Sparsity Aid								273,942.00				
10R---	695	50000-	---	---	Per Pupil Aid	560,210.00	562,504.00										
10R---	696	50000-	---	---	High Cost Transportation Aid	90,000.00	90,000.00										
10R---	699	50000-	---	---	OTHER STATE REVENUE		43,469.00						35,706.00				82.14
10R---	730	50000-	---	---	SPECIAL PROJECT GRANTS	614,249.37	426,540.86										
10R---	751	50000-	---	---	ESEA TITLE IA	204,135.00	153,860.00										
10R---	780	50000-	---	---	FED AID THRU STATE NOT DPI	70,000.00	60,000.00								1.95		
10R---	861	50000-	---	---	EQUIPMENT SALES/LOSS												
10R---	964	50000-	---	---	NON-CAPITAL INS SETTLEMENTS		25,000.00										
10R---	971	50000-	---	---	REFUNDS - PRIOR YR., E-RATE	30,000.00	30,000.00	-8,332.10	9,534.19				31,029.99		31.78		103.43
10R---	990	50000-	---	---	MISCELLANEOUS		101,811.00		3,986.07				110,328.48				108.37
10R---	999	50000-	---	---	COPY FEES	50.00	100.00										
10----					GENERAL FUND	9,913,026.65	9,848,106.14	-70.18	6,846.85				690,641.64		8.31		7.01
Grand Revenue Totals						9,913,026.65	9,848,106.14	-70.18	6,846.85	823,654.47			690,641.64		8.31		7.01

Number of Accounts: 45