

Phillips Board of Education Regular Board Meeting

Monday, July 18, 2022 - 6:00 PM

Board of Education Regular Board Meeting
District Office/Early Learning Center - Commons

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/84804186221?pwd=STNMMVYzTjNvVWVNZDUycDN5NkpRZz09>

Meeting ID: 848 0418 6221

Passcode: 924261

One tap mobile

+16469313860,,84804186221#

+13017158592,,84804186221#

Dial by your location

+1 646 931 3860

+1 301 715 8592

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	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	Wellman	
	C. Director of Pupil Services Report	Peterson	
	1. Therapy Services Update		
	D. Superintendent Report	Morgan	
	1. Staffing Update		
	2. Construction Update/Open House		
	3. Start of School Planning Update		
	E. Compensation Committee Report	Secretary	
	F. Policy Committee Report	Secretary	
	G. Revenue Committee Report	Secretary	
	H. Transportation/Facilities Committee Report	Secretary	
	I. Business Services Committee Report	Secretary	
VI.	Items for Discussion and Possible Action		
	A. Monthly Owner Report from Miron Construction	Pesko	
	B. 2022-2023 Staffing Update	Morgan	
	C. Building Administration Structure Review (4K-5 and 6-12 Principals)	Morgan	
	D. Academic Standards for 2022-2023	Morgan	
	E. Resolution - Whereas, the school board is a member of CESA 12; whereas, pursuant to Wis. Stat. 116.055, the Board of Control of CESA 12 is authorized to purchase real property in the name of the agency for use as its office or for any service provided by the agency upon resolution of the Board of Control and member school board approval; whereas, on or about June 29, 2022, the Board of Control of CESA 12 passed a resolution by two-thirds vote of the Board of Control members to authorize the acquisition of the real property located at 1601 Beaser Avenue, Ashland, Wisconsin; to authorize the expenditure of funds for such acquisition and/or to incur loans for said purpose; and to allocate the costs incurred equally among the member schools; now, therefore, the school board hereby adopts the Resolution of CESA 12.	Morgan	4-7

	F. Approval of Additional COTCOM Speech Contract for \$15,232.00	Lehman	8
	G. Discussion and Approval of Meal Prices for 2022-2023	Lehman	9
VII.	Consent Items	Pesko	
	A. Approval of Minutes from June 20, 2022 Board Meeting		10-12
	B. Approval of Personnel Report		13
	C. Approval of Bills		
VIII.	Scheduling Future Board Meetings	Pesko	
IX.	Motion to convene into executive session at the conclusion of 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; and (f), performance evaluation of teaching staff including the preliminary consideration of discontinuing the employment of member(s) of the teaching staff. <ul style="list-style-type: none"> • Compensation requests for 2022-23 	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	



CESA 12 Building Project

The facility used by CESA 12 is in need of significant updating or replacement. It consists of 2 former school buildings, one that was built in 1899 and one that was built in 1954.

Over the past year, a study group headed by the architectural firm of ICS in Duluth, MN, assisted CESA 12 in determining needs. The study group was composed of maintenance directors, retired superintendents, CESA 12 superintendents who volunteered to guide the decision making, and CESA 12 employees. Members of the Board of Control building committee also met to study this issue and to provide guidance. After the study group completed its work, ICS provided solid cost estimates for various options.

The summary of the needs and the various cost estimates are provided below:

Current Needs

- Office Space
 - 15-18 consultants and support staff who need dedicated on-site office space. In the current building, most consultants have “cubbies” that are open to a larger office and offer minimal privacy or noise reduction. With the increase in virtual meetings, actual offices with full walls and doors are necessary.
 - Approximately 20 CESA 12 staff employees have work sites in schools or only need occasional flex office space on site to participate in meetings or conduct CESA business.
- Meeting Space
 - CESA 12 primarily holds events for groups of less than a dozen people at a time. Meetings of 12-25 people occur approximately 20 times per year, and larger groups utilize the space no more than 10 times per year.
 - When CESA 12 moved to the current space in 1991, meeting space in other places did not exist, so a large conference space of over 2,000 square feet was created to accommodate potential needs.
 - Multiple venues with large gathering spaces in Ashland are now available. These venues include Northwoods Tech, Ashland School District, Northland College, Cobblestone Inn, Hotel Chequamegon, and AmericInn.
 - Renting larger meeting space to accommodate more than a dozen people, at current usage rates, would likely not exceed \$5,000 per year.
 - Creating or building 2,000 feet of meeting space would cost an estimated \$600,000. As a result, at our usage rate of 20-30 larger events per year, this expense would take CESA 12 many years to equalize.
- Storage Space
 - Some storage space is required for itinerant staff materials, lending library materials, and required financial and personnel file storage.



- In addition, space is required for technology storage, including servers, internet equipment, etc.

Building Options with estimated costs

The following options were provided by ICS architectural firm

Option #1 - \$12,000,000

- Completely renovate both the 1899 building and the 1954 building.
- The total area renovated would be about 48,000 square feet and allow for rental of existing space and optimally renovated space used for CESA 12 operations.
- The entire building would be considered “state of the art.”

Option #2 - \$5,500,000

- On the current site, demolish all existing buildings and construct a new 14,000 square foot building that would accommodate building needs including large and small meeting spaces and dedicated office spaces

Option #3 - \$4,750,000

- Demolition of existing 1899 building and a “heavy” remodel of the 1954 building that would upgrade all infrastructure and create dedicated office spaces

Option #4 \$3,840,000

- Demolition of existing 1899 building and a “light” remodel of the 1954 building

Option #5 \$2,300,000

- On the current site, demolish all existing buildings and construct a new 6,000 square foot building that would accommodate building needs including smaller meeting spaces and office space.

Option #6 \$2,000,000

- Construction of a new building on a new site.
- 6,000 square feet designed to meet needs of on-site employees.
- Purchasing land for the new building would be included.
- Sell the existing building as-is.

Option #7 \$450,000

- Purchase an existing 30 year old building at another site. This is a 5,700 square feet space that would meet our current needs for on-site employees. Sell the current building.



Cost Sharing Scenarios

- A. Costs assigned by FTE
 - a. The total cost of the project would be divided by the number of students enrolled in all CESA 12 districts. Each district pays their share based on the district's percentage of overall student enrollment.
- B. Equal Sharing
 - a. The total cost of the project would be divided by 17. Each district pays an equal share.
- C. Blended Approach
 - a. The total cost of the project would be divided in half. Half would be paid by each district based on FTE (enrollment percentage) and the other half of the cost would be divided equally among the districts.

Action Needed

State law requires a number of steps to be taken for a CESA to acquire property. Other steps are also required as they would for any property acquisition.

1. **The CESA 12 Board of Control:** The CESA Board of Control (BOC) is required by state statute to approve a resolution for the boards of education to approve. The BOC must approve this with a super majority of 2/3rd of eligible membership.
 - a. At the Board of Control meeting on June 28th, the board voted 10-0 to approve the purchase of the building (Option #7) and to share the costs equally among all members (Option B). The resolution is a separate document.
2. **Offer to Purchase:** An approved offer of purchase must be accepted.
 - a. An offer was made to purchase the building for \$450,000 and will likely be accepted.
 - b. The offer is contingent upon the CESA 12 District Boards of Education approving the resolution to purchase by the end of the month of July.
 - c. The offer will also require an inspection of the property.
3. **CESA 12 School Board Approval:** School boards of CESA 12 districts must approve the resolution to purchase for the sale to be finalized.
 - a. State law requires 75% of the school boards to approve the resolution for the sale. That means 13 of 17 school boards in CESA 12 must approve the resolution.



FAQs

- 1. Did we check with other CESAs to see how they did their building project?**
 - a. All of the other 11 CESAs in Wisconsin were consulted on this project. In addition, other state ESAs were asked for ideas. Several options exist with most CESAs having built a building under different funding models within the last 40 years. Some of the larger CESAs in urban areas rent office space.
- 2. How much is this going to cost us?**
 - a. Based on the resolution passed by the Board of Control, the cost will be approximately \$26,000 per school district. $\$450,000/17 \text{ Schools} = \$26,500$ per school
 - b. The district cost may be split across three years if smaller districts cannot provide the full amount up front.
 - c. CESA 12 will work with districts to meet their needs in a manner that allows CESA 12 to pay for the project.
- 3. Why are we asking for money from the schools?**
 - a. The School Districts of CESA 12 own CESA 12. The districts govern CESA 12, they direct CESA 12, and they fund CESA 12. In some way or another the schools pay for CESA as Wisconsin allocates no other funding.
- 4. Why are we doing this now?**
 - a. The current CESA 12 building no longer meets the needs of staff or districts.
 - b. A building that meets the agency's needs came up for sale and allowed for a very cost effective option for CESA 12 to meet this need. If this option works, it will be the most cost effective option for schools. This proposal is the least expensive option.



Fixed Price:

<u>Service</u>	<u>Seat Count</u>	<u>Per-Seat Price</u>	<u>Total Cost</u>
•Speech Therapy - Fixed Rate	15	\$2,285	\$15,232
Contract Start:			10-03-2022
Contract End:			01-20-2023
Number of Equal Installment Payments:			4
One-Time Onboarding Charge:			Waived
Maintenance Fee Per Installment:			Waived
Each Installment Amount:			\$3,808
* Automatic Add-On Charge Each Installment for Exceeding Seat Count (Above)			<u>Price Per Seat</u> \$254
•Speech Therapy - Fixed Rate			
Total Contract Cost			\$15,232

Food Service Pricing

In June, the President signed the new *Keep Kids Fed Act*. This Act continues many of the earlier flexibilities. In addition, it provides schools, summer meal sites, and child care food programs with extra resources to continue serving children through the school year 2022-2023 and responding to ongoing challenges such as rising food costs and supply chain disruptions.

However, the new law **does not** extend full provisions allowing universal free school meals. Instead, it provides only a three-month extension of universal free school meals, which will ensure students avoid a “hunger cliff” on June 30, when current school meal flexibilities were set to expire, but does not extend universal free meals beyond that three-month extension period.

That means starting next school year; students that do not qualify through the state direct certification will have to prove their household income is at or below 185 percent of the federal poverty level to get a free or reduced-price meal. School Districts are also required to complete a paid lunch equity tool in the spring of the year to see if they need to increase lunch prices in the following year. A district is exempt from this tool if it does not have a negative fund balance as of December 31, 2021. This year our district had a negative balance of \$1,112.16. However, our food service program ended with a positive fund balance of \$84,676.26.

So, the big question in this economy is how do we move forward with lunch prices for 22-23. Our hopes are still that the federal government will reinstate free lunches for all, but we need to be prepared if that doesn't happen. Listed below are some options for discussion on lunch prices.

Option 1: Sign the PLE waiver. This exempts School Food Authorities from all Paid Lunch Equity requirements to not increase lunch prices. This allows schools with negative balances as of December 31, 2021, not to complete the PLE tool nor raise paid lunch prices for the school year. If we pick this option, we could risk spending the fund balance or having to make a transfer from fund 10.

Option 2: Complete the PLE tool and raise the prices of our lunches to the required costs. Our required price for lunch per the calculator is \$3.30. Our current required price for 21-22 is \$2.78. If we increase by the required .10 cents that leaves a difference of .42 cents that will be carried into the next fiscal year.

Current Breakfast/Lunch Prices

PES \$1.30/\$2.55
PHMS \$1.55/\$2.85
PHS \$1.80/3.05

New Prices from PLE Tool w/.10 cent cap

PES \$1.40/\$2.65
PHMS \$1.65/\$2.95
PHS \$1.90/\$3.15

Optional Increase to only carry forward .23 cents into next year

PES \$1.40/\$2.80
PHMS \$1.65/\$3.15
PHS \$1.90/\$3.35

MINUTES OF PHILLIPS BOARD OF EDUCATION ORGANIZATIONAL MEETING
Monday, June 20, 2022

- I. The Phillips Board of Education regular Board meeting was called to order by President Pesko at 6:00 p.m. in the District Office/Early Learning Center Commons. The Pledge of Allegiance was done.
- II. Present: Baxter, Bilgrien, Denzine, Fox, Halmstad, Krog, Pesko, and Rose. Absent: Van De Voort, and Student Liaison
- III. Administration present: Business Manager Lehman, Principal Scholz, Pupil Services Director Lemke. Others: Staff and community members. The meeting was available via Zoom for online attendance.
- IV. 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.
- V. Public Participation - Shirley Smith thanked the district for including the board member emails on the website and noted that the School Forest is not well marked.
- VI. Administrative and Committee Reports
 - A. Dave Scholz, Elementary Principal
 1. Principal Scholz presented the year-end AGR report. All grades made excellent gains this year from the start-of-year benchmarks. Kindergarten and Grade one did not meet the 80% goal for the year, while second and third grade exceeded the goal. Items affecting goal achievement included new reading and writing curriculum in the past two years, pandemic influences resulting in students starting at low academic levels in the lower grades. The elementary school continues to seek quality classroom aides to help with catching students up.
 2. The move from the old PES building to the remodeled middle school building was a huge undertaking and all the staff worked very hard in the two to three days of packing and moving. Maintenance, custodians, and additional high school students assisted the staff in the move. June 27th the rooms used for summer school and the office will be moved to the new location.
 - B. Vicki Lemke, Pupil Services Director
 1. Students of the month for May in the middle school were: 6th - Douglas Wagner; 7th - Austin Kotke; 8th - Evan Johnson & Spencer Henney
 2. Director Lemke presented the revisions made to the Academic & Career Planning website to the Board for their annual review. This year a lot of work was done on the plan, including a self-assessment with the help of CESA #12. A review of how the components are being implemented by grade level and post secondary data was reviewed. Jon Pesko requested that a board member be included in the committee beginning in the fall.
 - C. School Forest Report met on June 8, 2022 and discussed:
 1. The full committee met to review the design and gave feedback. Available revenue and fundraising options were discussed.
 2. The committee is asking the policy committee to look at policies regarding use of alcoholic beverages for rental and potential of having firearms for raffles by wildlife organization groups.
 3. Discussed naming rights and donation recognition. Sherri Pesko shared the documents used by Northwoods Players as a starting point for fundraising.
 - D. Policy committee meeting met on June 15, 2022 and discussed:

1. Bringing Policy #820 Community Use of School Building and Facilities to full Board for discussion on managing/controlled use of alcohol at outside events held on school property.
 2. Discussed transition of new committee members having the opportunity to review the electronic device use policy and ethics language policies.
 3. No requests were submitted for review for the 2022-2023 Employee Handbook.
 4. Policies regarding administration of medication and Series 200/Evaluations were kept on the future agenda items.
- E. Revenue committee met on June 16, 2022 and discussed:
1. The auditorium refresh project is going well. Seats were removed by Northwoods Players (NWP) and Cranberry Lake crew. Curtains were removed by NWP and black draperies were donated to the Prentice School. Installation of curtains and lights is scheduled for July 5th, carpeting for July 18th, and seats for July 25th. New entryway is on schedule and the open house will be August 15th.
 2. Marc Peterson presented an elevation drawing of the proposed greenhouse/aquaponics center and shared ideas and thoughts regarding thermal heating, community support, and grant funds. Exterior materials are already on site.
 3. School Forest project - see committee report above.
- F. Facilities and transportation committee met on June 16, 2022 and discussed:
1. Facility items included installation of equipment, pneumatic controls for heat and air for District Office and Early Learning Center (DOELC), roof on the newest portion of DOELC needs to be addressed, continued discussions on use of the usable portion of the building..
 2. Transportation items included need to increase the amount of propane purchased and locking in a price for the coming year, diesel tank permit needs to be updated, mileage increase for van and bus usage, repairs to buses are being made as needed, a new driver has been trained and licensed, an old van will be sold at auction, and Jason is attending a transportation convention this week.
- G. Business services committee met on June 16, 2022 and discussed:
1. Construction update
 2. Individual board member requests on agenda items for the regular board meeting will be discussed at the committee and administrative level and brought to the Board of Education as needed.
 3. Reviewed current vacancies (Custodian, IT, 4K teacher, 50% Title teacher, 50% ESL teacher, paraprofessionals, coaching positions) and recent hires (HS social studies, MS science, Principal, and Pupil Services Director)..
 4. Building administrative structure will remain the same at this time. August meeting will include the start of superintendent replacement for 2023-2024.
 5. Committee meetings will be held in the DOELC Room #410. Technology is being set up for these meetings. The District office has moved and is set up in the newest portion of the building.
 6. Maintenance team will be meeting to discuss duties and responsibilities for the new buildings.
 7. Food service planning for 2022 includes purchase and installation of a new dishwasher, potential increase to lunch prices, potential increase for milk prices due to distribution issues, increasing a staff position to full-time, possible replacements for future retirements. The Board Nutrition committee needs to meet. The DPI summer lunch review went well.
 8. Employee compensation requests will be vetted through the new compensation committee.
 9. Regular agenda was reviewed and estimated time allotments will be added to future agendas.
 10. Bills will be reviewed before Monday's board meeting.

- VII. Items for Discussion and Possible Action
- A. President Pesko reported the Parking Lot Project has begun and concrete work will be done in June and asphalt in July. The punch list is being reviewed and final lists will take place this week. The glass entry for the auditorium is on schedule.
 - B. The staffing update was covered in the businesses services report.
 - C. Building administration structure review was covered in business services report.
 - D. No changes have been requested for the Employee Handbook.
 - E. Motion (Rose/Krog) to approve annual renewal of up to \$1,000,000 line of credit with Forward Bank for the 2022-2023 school year. Business Manager Molly Lehman will determine the amount for this year with Forward Bank. Motion carried 7-0-1 (Pesko abstain).
 - F. Following discussion a motion (Fox/Halmstad) to table the purchase of dishwasher for \$54,840.00 until next month was made. Motion carried 7-1 with roll call vote (Baxter).
 - G. Motion (Fox/Denzine) to approve naming rights for the school forest building of \$200,000 for lifetime naming right and \$150,000 for 15-year naming right. Motion carried 8-0.
- VIII. Consent Items - Motion (Krog/Halmstad) to approve the following consent items. Motion carried 8-0.
- A. Minutes from May 16, 2022 Board Meeting.
 - B. Personnel report - Accepted resignations from Jodi Podmolik, JV volleyball coach (9 years); Fay Stewart, position ended (1 year), and Kurt Weber, MS head football coach (3 years). Approved hiring of Kevin Wellman, 6-12 principal, Emily Knipp, HS social studies teacher; and Sue Elliott, MS science teacher.
 - C. Approve bills from May 2022 (#350046-350205 and wires) for a total of \$644,384.62..
- IX. The next regular board meeting will be held on July 18, 2022 at the District Office/ Early Learning Center Commons at 6:00 p.m.
- X. Motion (Fox/Baxter) to adjourn. Motion carried 8-0. Meeting adjourned at 7:30 p.m.

Respectfully submitted,

Anne Baxter, Clerk
Board of Education

**Personnel Report - Amended
June 18, 2022 - July 15, 2022**

New Hires/Transfers

Name/Position	Status	Hiring Salary	Previous Salary	Effective Date
Fall Season Non-Faculty Coaching Staff: Nick Gabay, MS CC Steve Precour, Varsity Football Gabe Lind, Asst Var. Football Jason Lazar, JV Football Lance Heizer, Asst. MS Football Mark Fuhr, Girls Tennis Courtney Krawczyk, MS Volleyball	Annual Renewal of Contract	\$1,114.01 \$3,340.90 \$2,226.89 \$1,980.09 \$1,114.01 \$2,598.23 \$2,599.36 \$ 941.34	N/A	Fall Season Sports Schedule
Mitch Meives Bus Driver	Replace Patty Stephan	\$18.75		7/6/2022

Recruitment

Position	Position Status	Location	Posting Date
Paraprofessional - Spanish Speaking	New Position	PES	1/24/22
Paraprofessionals	Staffing Plan	PES	6/15/22
50% Title I/50% ESL	Replace Lynn Olson & Staffing Plan	PES	6/15/22
JV Volleyball Coach	Replace Jodi Podmolik	PHS	6/27/22
MS Head Football Coach	Replace Kurt Weber	PHS	6/27/22
MS Volleyball Coach	One-Year for Leave of Absence	PhMS	6/27/22
Special Education - Early Childhood/Elementary	Replace Megan Peterson	PES	6/27/22
Information Technology Specialist	Replace Trevor Raskie	District	6/26/22
Custodian	Replace Dave Kelly	6-12 Campus	6/2/22

Resignations/Retirements

Name	Position	Resignation/Retirement	Effective Date	Years of Service	Location
Megan Peterson	Special Education Tchr	Resigned	6/26/2022	12	PES
Jerri Hibbard	MS Volleyball Coach	Requesting one year leave	6/16/22	1	PhMS