

Phillips Board of Education Regular Board Meeting

Monday, December 19, 2022 - 5:30 PM
Phillips High School IMC
Board of Education Regular Board Meeting

Join Zoom Meeting

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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) (6:00 pm)	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. 6:05 pm	Pesko	
V.	Administrative Reports, Committee Reports, and Conference/ Workshop Reports		
	A. Phillips Elementary School Principal Report (6:15 pm)	Scholz	
	B. Phillips Middle/High School Principal Report (6:20 pm)	Wellman	
	1. Students of the Month		
	C. Director of Pupil Services Report (6:25 pm)	Peterson	
	D. Superintendent Report (6:30 pm)	Morgan	
	1. Student Transportation Planning for 2023-2024		
	2. Curriculum Review for 2023-2024		
	E. Student Liaison Report (6:35 pm)	Bjork	
	F. Superintendent Search Committee Report (6:40)	Chairman	
	G. Policy Committee Report (6:45 pm)	Chairman	
	H. Facilities/Transportation Committee Report (6:50 pm)	Chairman	
	I. Business Services Committee Report (6:55 pm)	Chairman	
VI.	Items for Discussion and Possible Action		
	A. 2022-2023 Staffing Update (7:00 pm)	Morgan	
	B. Second Reading of Policy #830 Community Use of School Buildings and Facilities (7:05 pm)	Morgan	4-6
	C. Board Doc Options for Meetings (7:10 pm)	Pesko	7-8
	D. 2023-2024 School Year Calendar (7:15 pm)	Wellman	9-10
	E. Resolution Authorizing Execution of Sub-Grant Agreement (7:20pm)	Lehman	11
	F. Approval of Price County Multi-Hazard Mitigation Plan Annex (2022-12-02)		12-17
VII.	Consent Items (7:25 pm)	Pesko	
	A. Approval of Minutes from November 14, November 30, and December 5, 2022 Board Meetings		18-22
	B. Approval of Personnel Report		23-24
	C. Approval of Bills		PDF
VIII.	Scheduling Future Board Meetings (7:30 pm)	Pesko	

IX.	<p>Motion to convene into executive session at the conclusion of open session pursuant to Wis. Stats. §19.85(1)(f) for the purpose of considering financial, medical, social or personal histories or disciplinary data of specific persons, including students, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations.</p> <ul style="list-style-type: none"> • Review Student Complaint • Review Staffing Options for FACE Program 	Pesko	
X.	<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>	Pesko	
XI.	<p>Adjourn</p>	Pesko	

School facilities are intended, primarily, for school purposes. Therefore, school groups shall have priority over outside groups. This may result in cancellations. In such instances, the school will attempt to give adequate notice when cancellations become necessary.

Since the schools belong to the people of the School District, and since School District facilities are established, maintained, and operated by funds largely provided by local taxes, the Board accepts the responsibility for making its facilities available to responsible organizations, associations, and individuals of the community for appropriate civic, cultural, welfare, or recreational activities that do not interfere with school.

Beginning with the adoption of this policy change (11/17/2014), all existing groups or activities will continue with the previous fee schedule. Supervisory fees will apply to all groups.

1. A responsible person in charge of the activity shall be named and this person must be present and in control of the activity and of those participating in the activity during the entire time the facility is in use.
2. The building is to be used only for the purposes stated in the permission form.
3. When deemed necessary by the principal, aquatic director or food service supervisor a qualified district personnel and/or a custodian may be assigned for the time of building use. The group or individual granted permission to use the building will be responsible for the cost of a janitor and/or supervisor.
4. Permission for overnight use of school facilities may be granted to groups who apply and 1) receive permission from the building principal and 2) make a fifty dollar (\$50.00) refundable security deposit to cover damage and/or clean-up costs as needed.
5. Use of school space does not include use of school equipment unless specifically permitted. Use of school equipment when and where required must be by a qualified personnel.
6. Organizations wishing to bring unusual equipment, materials, devices, and/or animals into school buildings or on school premises must first present, in writing, proper insurance coverage with a "save harmless" clause protecting the Board.
7. Kitchen equipment is not to be used without prior authorization of the food service supervisor and building principal. Qualified or knowledgeable District personnel will be required to be present, and, the costs of this service will be added to the regular fee. Food Service Supervisor will verify kitchen staffing if applicable.
8. Being in parts of the building not signed out, inappropriate behavior, or not following rules set by the School District shall be grounds for immediate cancellation or denial of permission to use the building in the future.
9. Normally, school facilities will not be available for use by rental groups on the following holidays: Independence Day, Labor Day, Thanksgiving Day, Christmas Eve, Christmas Day, New Year's Eve, New Year's Day, Good Friday, Easter Sunday, and Memorial Day.
10. If the application is approved, the person and/or organization will assume responsibility for orderly and careful use of the school facilities. The applications will hold the Board harmless from the claims arising out of the school buildings or grounds, for the function being sponsored, on the specified date or dates.
11. Prior to use of school facilities, the applicant should review the use requirements with the building principal. The applicants who request the pool or kitchen facility must first review the requirements with the aquatic director or food service supervisor.

Limitations of Use:

1. The Board has the responsibility for school facilities, it must reserve the right to deny the use of school facilities when the Board deems it necessary in the public interest.
2. Sponsoring organizations will conduct orderly meetings and such gatherings are not to incite others to disorder.
3. Sponsoring organizations will conduct meetings that are not abusive of other groups or individuals by reason of sex, age, race, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation or physical, mental, emotional, learning disability or handicap.
3. No school facility, building or grounds will be used for unlawful purposes.
4. No school facility is to be used for any other purpose or in any other way than its designed use, without expressed written permission from a building principal.
5. ~~Alcoholic beverages, controlled substances and firearms will be not permitted on school district property at any time.~~ Illegal activity will not be permitted on District property at any time.
6. Alcoholic beverages and prepared food items may on be provided by a licensed and insured vendor. This provision is specific to the District property specified in the facility use permit.

Special Considerations:

All permits are subject to immediate cancellation if it is discovered that information given on an application is misrepresented. If the use of the facility is discovered to be contrary to any policies, rules and regulations of the Board, the permit is subject to immediate cancellation. The Board and its agents are to be held harmless of any expenses or losses incurred by the sponsoring organization due to such cessation.

Procedures for Requesting Use of School Facilities:

1. Responsible individuals or community groups requesting the use of a school facility should obtain an Application for Use of Facilities Form from the requested building office personnel. There is a separate application form for use of the high school kitchen and the pool, both available at the high school office. The building principal or designee should assure that the conditions of the School Board Policy are met. The appropriate section of this form should be completed by the requestor.
2. The completed Application for Use of Facilities will be submitted to the Aquatic Director, for pool use, Food Service Supervisor, for kitchen use, and then the building principal. All other requested facilities will be submitted to that facilities building principal. The form will be submitted to the District office where the Finance Manager will assign a fee if required and the final signature will be by the District Superintendent. Phillips Elementary School or Phillips High School/Middle School Office Personnel will update the building calendar. Copies of the completed and approved forms will be distributed to the requestor, food service supervisor, aquatic director, custodial staff, designated building principal and the District Office. (As per requested facility)
3. User agrees to pay and be responsible for any harm or damage to District's property caused by User, its agents, employees, or guests.
4. User agrees to indemnify and save District harmless from any and all claims by, or on behalf of, any persons or firms pursuant to the within activity or arising out of User's use of district property pursuant to this agreement. User further agrees to indemnify the District for any attorney fees or other expenses incurred by the District in defending any claims arising out of or during the course of User's use of district property pursuant to this agreement.
5. User may be required to obtain a policy or policies of liability insurance, naming the District as an additional insured. Evidence of such insurance shall be furnished to the District prior to the time and date of use. User agrees and understands that District insurances do not cover User, its activities or its property, or any of User's agents, employees or guests (this paragraph is not applicable if the event or activity is a District sponsored event or activity).
6. If necessary, the School District will bill all requestors and payment will be submitted to the District office.

- It is the responsibility of the building principal to assure that all requested equipment and services are provided and that requested facilities are available.

Fees:

- If it determined that lifeguards, janitorial services and/or kitchen supervisor are specifically required or if special arrangements are required such as for banquets, etc., a lifeguard/janitorial/supervisor service charge shall be made at a rate determined by the administration, including the requirement of the janitor's/supervisor's presence in the building. The lifeguard, janitorial/supervisor fee shall be paid to the District office.
- Where the regulations require a charge for building use, the per use fee, plus the charge for janitor services or kitchen Supervisor shall be as follows:

PHILLIPS MIDDLE/HIGH SCHOOL

Gym	\$100.00
Auditorium	\$100.00
Kitchen	\$ 50.00/per day
Commons	\$ 50.00
IMC	\$ 50.00
Classrooms	\$ 20.00
<i>(Not to exceed \$200 per event)</i>	

PHILLIPS ELEMENTARY SCHOOL

Gym	\$100.00
All-Purpose Room	\$ 50.00
Kitchen	\$ 50.00/per day
IMC	\$ 50.00
Classrooms	\$ 20.00
<i>(Not to exceed \$200 per event)</i>	

PHILLIPS COMMUNITY POOL

\$35/hour with 1 ½ hours minimum plus the cost of lifeguards

LOGGER CAMP

\$ 50.00/All facilities

DISTRICT OFFICE/EARLY LEARNING CENTER

Gym	\$100.00
Commons	\$ 50.00

OUTDOOR EDUCATION CENTER: \$200.00 and/or deposit formula yet to be determined

Janitorial and supervisory fees will be determined annually by the district office based on wages.

The School District of Phillips shall not discriminate in the allocation of its facilities on the basis of sex, age, race, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation or physical, mental, emotional, learning disability or handicap. Discrimination complaints shall be processed in accordance with established procedures.

Approved 08/14/90;

Revised 05/11/93; 01/11/94; 05/17/99; 05/17/04; 04/21/08; 11/17/14

Revised: _____



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Your contact at BoardDocs is Kristin Forsberg – please see contact details below.

KRISTIN FORSBERG



BoardDocs

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Sales Advisor | BoardDocs

Direct: 202 790 6304

Email: Kforsberg@diligent.com



Prepared For: Phillips School District

COST SUMMARY	
BoardDocs Pro Document Management System – One-time start-up fee	\$1,000*(will waive if signed before Dec 31st)
Option 1 BoardDocs LT Document Management System – Recurring Cost:	\$3,000 per year
Option 2 BoardDocs LT <u>Plus</u> Document Management System – Recurring Cost: Provides separate confidential meetings, separate document managers and separate administrative access for unlimited meeting groups of the same organization.	\$6,000 per year
Option 3 BoardDocs Pro Document Management System – Recurring Cost:	\$12,000 per year
Option 4 BoardDocs Pro <u>Plus</u> Document Management System – Recurring Cost: Provides separate confidential meetings, separate document managers and separate administrative access for unlimited meeting groups of the same organization.	\$19,000 per year

- All options include maintenance/support, installation, training, implementation, updates, upgrades and customization

2023/24 School Calendar

August 2023

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

September 2023

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

October 2023

Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

November 2023

Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

December 2023

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

January 2024

Su	Mo	Tu	We	Th	Fr	Sa
			3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February 2024

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

March 2024

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April 2024

Su	Mo	Tu	We	Th	Fr	Sa
		2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

May 2024

Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

June 2024

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

July 2024

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

In service No school Last Day / Graduation

Federal holidays 2023/24

Sep 4, 2023	Labor Day	Jan 1, 2024	New Year's Day	May 27, 2024	Memorial Day
Oct 9, 2023	Columbus Day	Jan 15, 2024	Martin Luther King Day	Jun 19, 2024	Juneteenth
Nov 10, 2023	Veterans Day (obs.)	Feb 19, 2024	Presidents' Day	Jul 4, 2024	Independence Day

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2023/2024 School Calendar

Inservice Days:

Aug. 14-17 PES Testing & Inservice

Aug. 21-22 CPI Training & Other Trainings (ALICE, CPR, etc)

Aug. 28 4K-12 All Staff Inservice

Aug. 29-31 6-12 Staff Inservice

Nov. 2, 2023

Jan. 19, 2024

March 22, 2024

May 28, 2024

First Day of School

Sept. 1 2023

Last Day for Students May 24, 2024 1 pm dismissal

Graduation: Friday, May 24th, 2024

Quarters:

1st Sept. 1 - Nov. 2 44 days

2nd Nov. 3 - Jan. 19 44 days

3rd Jan. 22 - March 22 45 days

4th March 25 - May 24 43 days

176 Student Days

Inservices

PHS & PMS

PES

3 during the year

3 during the year

6 before the year

6 before the year

1 after

1 after

1 floating

1 floating

Other Dates:

Star Testing Window

Concerts

Parent Teacher Conferences

Staff Breakdown:

173 Student Contact Days

11 Inservice

2 Staff/Parent Contact Days

=186 Teacher Work Days

Resolution Authorizing Execution of Sub-grant Agreement

Be it resolved that the School District of Phillips enter into a sub-grant agreement with the Division of Emergency Management in the State of Wisconsin Department of Military Affairs for the program entitled Hazard Mitigation Assistance.

Jon Pesko and Molly Lehman
(Name and Title of Authorized Official) (Name and Title of Authorized Official)

are hereby authorized to execute and sign such sub-grant agreements and any amendments hereto as are necessary to implement a community tornado safe room project on behalf of the School District of Phillips. Local cost share funds, on-going maintenance funds, and facility operations for the project will be provided by the School District of Phillips.

I certify that the above resolution was adopted by the Board of Education of the School District of Phillips on _____
(Date)

SIGNED:

WITNESSETH:

(Signature)

(Signature)

(Title)

(Title)

(Date)

(Date)

School District of Phillips Multi-Hazard Mitigation Plan Annex Price County Multi-Hazard Mitigation Plan

School District of Phillips, Hazard Mitigation Planning Process

The School District of Phillips Administration met with Price County Emergency Management staff on November 18, 2022 and November 28, 2022 to identify relevant hazards in the community and school district, profile and rank hazards, and to discuss preliminary strategies for addressing natural hazards in the community. The School District Administration and Board of Education discussed and reviewed hazard mitigation again at the November 30, 2022 Board of Education meeting. This meeting was open to the public, and 8 public representatives in attendance participated in the discussion. At this meeting the Board reviewed the preliminary strategy ideas, identified additional projects for inclusion in the hazard mitigation plan annex, identified joint participation action items in the Price County Hazard Mitigation Plan (PCHMP) and formally approved content for inclusion as an annex to the PCHMP.

Public Engagement, Hazard Mitigation Planning Process

The hazard mitigation exercises conducted by the School District of Phillips were held in an open public forum. Members of the public in attendance were encouraged to participate in the planning and to provide comments or suggestions (verbally or written). Draft plan materials, including the mitigation capabilities, hazard identification and ranking and mitigation strategies were also posted on the school website for public review. There were five (5) public comments/questions. Those comments/questions are listed below, along with their corresponding answers:

- **How is the Risk – Relative Threat calculated in the Hazard Priority Matrix?**

The *Risk – Relative Threat* is calculated using the following equation:

$$([\text{Probability}] \div 3) \times ([\text{Human Impact}] + [\text{Prop. Impact}] + [\text{Bus. Impact}] + [\text{Duration}] + [\text{Warning Time}] + [\text{Preparedness}] + [\text{Response Cap.}]) \div 24$$

- **For a warming/cooling shelter, would the entire structure need to be air conditioned, and would the air conditioning need to be able to function in the event of an electrical power failure?**

The entire facility would not need to be air conditioned, only the portion designated as the cooling shelter. All aspects of the ventilation, heating, and cooling would need the ability to continue to function in the event of an electrical power failure.

- **Has the School District considered utilizing the proposed tornado/severe weather safe room as an offsite 911 Call Center Facility?**

The District had not considered this option until this comment/question. Moving forward, the District will consider & potentially pursue the capability to incorporate an offsite 911 Call Center into the proposed tornado safe room facility.

- **Has the School District considered utilizing the proposed tornado/severe weather safe room as a potential location for a storage facility in the event of a mass casualty event in Price County?**

The District had not considered this option until this comment/question. This does not currently seem to be a feasible option.

- **Has the School District considered utilizing the proposed tornado/severe weather safe room as a potential offsite location for the Price County Jail in the event of an emergency?**

The District had not considered this option until this comment/question. This does not currently seem to be a feasible option.

Hazard Mitigation Planning Goals, Price County Hazard Mitigation Plan

The School District of Phillips fully supports and endorses the stated mitigation goals within the Price County Hazard Mitigation Plan, and incorporates these goal statements into the school plan annex. The statements reflect the position of the school relative to hazard mitigation and will guide plan implementation within the School District of Phillips.

School District of Phillips Hazard Mitigation Strategy

The Board of Education of the School District of Phillips identified natural hazards that have potential to impacts students, staff, and community members at the school. The hazards identified and prioritized by the Board of Education include lightning, tornadoes/severe storms, thunderstorms, high winds, structure fire, winter weather events, pandemic/epidemic, extreme temperature, floods, electrical power failure, chemical spill/train, and vandalism/terrorism.

School District of Phillips, Natural Hazard Identification

The Board of Education of the School District of Phillips identified nine (9) relevant natural hazards and three (3) technological hazards to be included in the hazard mitigation plan. Each of the identified hazards is profiled in the Price County Hazard Mitigation Plan. Risk assessments and loss estimated are identified within the PCHMP, at the municipality level (including the City of Phillips), where possible. There are no additional known hazards which would impact the School District of Phillips.

Table 35: School District of Phillips Hazard Priority Matrix

HAZARD	PROBABILITY Likelihood this will occur	HUMAN IMPACT Possibility of death or injury	PROPERTY IMPACT Physical losses and damages	BUSINESS IMPACT Interruption of services	DURATION Event, secondary impacts	WARNING TIME Time to prepare or evacuate	AFFECTED AREA Size of area affected by hazard	PREPAREDNESS Preplanning	RESPONSE CAPABILITY Time, effectiveness, resources	RISK Relative threat
SCORE	0 = N/A 1 = Low 2 = Moderate 3 = High	0 = N/A 1 = Low 2 = Moderate 3 = High	0 = N/A 1 = Low 2 = Moderate 3 = High	0 = N/A 1 = Low 2 = Moderate 3 = High	0 = N/A 1 = Short 2 = Intermediate 3 = Long	0 = N/A 1 = Long 2 = Intermediate 3 = Short	0 = N/A 1 = Localized 2 = Intermediate 3 = Countywide	0 = N/A 1 = High 2 = Moderate 3 = Low or none	0 = N/A 1 = High 2 = Moderate 3 = Low or none	0 - 100%
NATURAL HAZARDS										
Lightning	3	1	2	2	2	3	1	2	2	62.5%
Tornado/Severe Storm ¹	2	3	3	3	2	3	2	2	2	55.6%
Thunderstorms ²	3	1	1	1	1	1.5	1	2	2	43.8%
High Winds	2.5	2	2	2	1.5	3	1	2	2	53.8%
Structure Fire	2.5	1	2	2	1	3	1	2	1	53.8%
Winter Weather Events	2	2	2	3	3	1	3	2	2	50.0%
Pandemic/Epidemic	1	3	3	3	3	2	3	1	2	27.8%
Extreme Temperature	2	2	1	2	1	2	3	2	2	41.7%
Floods	1	1	2	2	2	2	2	2	2	20.8%
TECHNOLOGICAL HAZARDS										
Electric Power Failure	3	2	1	2	3	3	2	2	2	70.8%
Chemical Spill/Train	1	1	3	3	3	3	2	2	2	26.4%
Vandalism/Terrorism	3	3	2	3	2	3	1	2	2	75.0%

¹ Addressed under 'High Winds, Hail, Flooding, Lightning'

² Addressed under 'High Winds, Hail, Flooding, Lightning'

Table 36: Existing Hazard Mitigation Actions – 2019 Plan Update

Action	Hazards	Action Applies to	Priority	Timeframe Short Years 1-2	Timeframe Long Years 3-5	Potential Funding Method	Lead and Partners in Implementation
(13) Acquire NOAA weather radios for all critical and vulnerable facilities, including schools, day care facilities, group homes and businesses.	Multi	County	Medium		X	FEMA Grant	Emergency Management, DHHS, School District of Phillips
2019 Status: Not completed due to lack of funding. Action carried forward in the next planning cycle.							
(17) Develop continuity of operations and continuity of government plans.	Multi	County	Medium		X	Existing Programming (General Revenue), Grant	Co. Dept. Heads: Em. Mgt., Sheriff's Dept., IT, Building and Grounds, DHHS..., School District of Phillips
2019 Status: Partially completed. Ongoing action. IT and DHHS have developed continuity of operations plans. Although no official plans exist, other county departments have several procedures in place that would allow the continuation of essential operations.							
(31) Look for acceptable (environmentally, socially, cost-benefit, politically, etc.), permanent solutions for removing water and/or improved infrastructure and facilities from flood-prone areas. Seek out funding sources (grants) to execute solutions.	Flood	County	Low		X	FEMA Grant	DPW, School District of Phillips
2019 Status: Not completed due to lack of funding. Action carried forward in the next planning cycle.							

Action	Hazards	Action Applies to	Priority	Timeframe Short Years 1-2	Timeframe Long Years 3-5	Potential Funding Method	Lead and Partners in Implementation
(38) Continue public informational campaigns about severe weather on the website and during Winter and Heat Awareness Weeks.	Extreme Temperatures	County	High	X		None	Emergency Management, DHHS, School District of Phillips
2019 Status: Ongoing action.							
(39) Coordinate cooling and warming shelters and inform the public.	Extreme Temperatures	County	Low		X	Existing programming (General Revenue), Grant if needed	Emergency Management, DHHS, School District of Phillips
2019 Status: Not completed. No perceived need for cooling or warming shelters over the past 5 years. Action carried forward in the next planning cycle.							
(41) Continue to provide outreach efforts to homeowners on protecting homes and structures from wildfires.	Wildfire	County	Medium		X	None	Zoning, Fire Dept., Local realtors/insurance agents, School District of Phillips
2019 Status: Ongoing action. Price County promotes the Firewise program.							
(41) Institute a countywide public awareness and collection program for household pollutants, illustrating their dangers and identifying disposal information through media, schools, public offices, police, and fire stations.	Hazardous Materials	County	Medium		X	Local	DHHS, Schools, LE, Fire, Emergency Management, Land Conservation, School District of Phillips
2019 Status: Completed. Price County participates in the Northwest Cleansweep program, which fulfills this action.							

Action	Hazards	Action Applies to	Priority	Timeframe Short Years 1-2	Timeframe Long Years 3-5	Potential Funding Method	Lead and Partners in Implementation
(52) Develop education programs aimed at mitigating the risk posed by hazards.	Multi	County, Park Falls	High	X		None	City of Park Falls in coordination with Price County, School District of Phillips
2019 Status: Ongoing action.							
(54) Ensure that first responders have readily available site-specific knowledge of hazardous chemical inventories in the community.	Hazardous Materials	County	Med	X		FEMA Grant	Emergency Management, School District of Phillips
2019 Status: Ongoing action. Information is included in the countywide strategic plan.							
(57) Educate residents about precautions that should be taken during severe heat and/or cold.	Extreme Temperatures	County	Med	X	X	None	Emergency Management, School District of Phillips
2019 Status: Ongoing action.							

Table 37: Existing Hazard Mitigation Actions – 2014 Plan Update

Action	Hazards	Action Applies to	Priority	Timeframe Short Years 1-2	Timeframe Long Years 3-5	Potential Funding Method	Lead and Partners in Implementation
(53) Ensure that all critical facilities in the community have backup power and emergency operations plans to deal with power outages.	Multi	Phillips	Medium	X	X	FEMA Grant	School District of Phillips
2019 Status: Action not carried forward in 2019 planning cycle. Action carried forward in School District of Phillips Plan Annex.							
(58) Promote the use of weather radios by local residents and schools to ensure advanced warning about threatening weather	Multi	Phillips	Medium	X	X		School District of Phillips
2019 Status: Action not carried forward in 2019 planning cycle. Action carried forward in School District of Phillips Plan Annex.							
(60) Encourage construction of community tornado shelters in office buildings, manufacturing facilities, multi-family rental units, schools, mobile home parks, and other large population congregation centers.	Multi	Phillips	High	X	X	FEMA Grant	School District of Phillips
2019 Status: Action not carried forward in 2019 planning cycle. Action carried forward in School District of Phillips Plan Annex.							
(61) Seek funding for the building of Safe Rooms wherever needed.	Multi	Phillips	High	X	X	FEMA Grant	School District of Phillips
2019 Status: Action not carried forward in 2019 planning cycle. Action carried forward in School District of Phillips Plan Annex.							
(62) Seek funding to add shelters to existing public facilities to ensure adequate protection from tornadoes and strong winds.	Multi	Phillips	High		X	FEMA Grant	School District of Phillips
2019 Status: Action not carried forward in 2019 planning cycle. Action carried forward in School District of Phillips Plan Annex.							

MINUTES OF PHILLIPS BOARD OF EDUCATION MEETING
Monday, November 14, 2022

- I. The Phillips Board of Education regular meeting was called to order by Vice-President Krog at 6:00 p.m. in the PHS Library. The Pledge of Allegiance was recited.
- II. Present: Baxter, Bilgrien, Denzine, Fox, Halmstad, Krog, Van De Voort and Student Liaison Bjork. Absent: Pesko and Rose
- III. Administration present: Superintendent Morgan, Business Manager Lehman, Principals Scholz and Wellman, and Pupil Services Director Peterson. Others: Staff, students, and community members. The meeting was available via Zoom for online attendance.
- IV. Vice-President Krog 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
 - A. Jennifer Markle complemented the Board of the recent building project and encouraged them to complete the job by cleaning up the old playground areas for public safety.
 - B. Logan Fore-Grant, high school student, addressed the issue of allowing former students to attend the Homecoming Dance in the future.
 - C. Nick Trimner, Price County Administrator informed the District of the approved USDA rural development federal grant program and the emergency management plan that the Board will need to review, and a resolution to set aside \$30,000 for rural broadband.
 - D. Marty Krog complemented our great staff as they begin American Education Week.
- VI. Chad Edwards of Demco was awarded the 2022 Friend of Education Award for their generous donation of furniture and equipment to the school.
- VII. Administrative and Committee Reports
 - A. Dave Scholz, Elementary Principal
 1. The Fall Outreach on 10/27/22 was a success with about 200 attendees. Activities included a dance, crafts, games, and photo booth.
 2. The Moose Lodge will be doing Child ID kits for students in 4K through Grade 1. If there are extras they will include Grade 2.
 3. Parent/teacher conferences were held last week and this week.
 4. The Veterans Day program went well and was well attended by the community. It was a combined K-12 event with everyone participating. A breakfast was serviced, tours were given and several area veterans spoke to the students.
 5. This week is American Education Week and everyone is being celebrated.
 6. Eddie Eagle came to do hunter safety training with Grades K-3.
 - B. Kevin Wellman, 6-12 Principal
 1. Students of the Month will be reported next month.
 2. A brief history of the start of American Education Week in 1919 was given.
 3. The Veterans Day program pulled the whole school together with decorations, presentations, and artifact display in the Fine Arts Center entrance. A staff member would like to do some recording with Mr. Art Fox, one of the Veteran speakers.
 4. The cross country teams both participated in State competition. eSports is going well with no more tech glitches, Quiz Bowl is doing very well this year.
 5. Our inservice day focused on ALICE training and CPI certification was also offered.
 - C. Kate Peterson, Pupil Services Director

1. The special education team and paras met during the inservice day to address concerns and troubleshoot current procedures.
- D. Rick Morgan, Superintendent
1. The compensation committee is meeting every other week and sifting through a lot of data. The committee continues to review our current compensation plan and look at options.
 2. School safety trainings are being scheduled for the spring in cooperation with local law enforcement. This will be a good exercise now that we are all in one building.
- E. Student Liaison Alec Bjork updated the Board on the fall sports records and achievements. Mock Trial has started. PHS hosted the All Conference Band event and several of our students also participated in a two-day band event at UMD.
- F. Nutrition committee met on October 19, 2022. The wellness policy is reviewed every three years. There were no DPI requirements for this review. The food service director is available to work on nutrition talks with classes. Alternative offerings are being worked back into the menu. Discussion was held on food waste.
- G. The superintendent search committee met on November 4 and interviewed two options for search services. The committee is recommending CESA #12 to complete the search process for us. The committee will meet again on November 21 to set the salary range and determine a process timeline.
- H. Policy committee meeting met on November 9, 2022:
1. Reviewed Policy #830 Community Use of Building and Facilities and are forwarded the revision to the Board for first reading.
 2. Considered concerns to revised blanket ethics policy and forwarded the wording to the full Board for second reading.
 3. Reviewed #453.4 Administering Medications to Students. Discussion on self-administration of medications Will provide an update to the Board and remove 9-12 verbiage.
- I. Revenue committee met on November 10, 2022
1. Northwoods Players met and agreed on payments for their share of the project as well as paying for a new projector and screen, and two side entrance door replacements. The District is covering the cost of the Patron's sign.
 2. No updates on the greenhouse/aquaponics project.
 3. No recent meetings or activities with the school forest project.
 4. The FEMA Grant process is moving forward and the county has indicated they would like to work with the District where appropriate.
 5. Discussed the use of an App to pin Logger alumni and establish a way to inform former students/staff of school happenings and events.
- J. Facilities and transportation committee met on November 10, 2022
1. Maintenance report included work being done on a number of valves and compressors, the elementary building has been insulated and temperature lowered, the storage shed by the track has secure doors, but is not sided, working on getting a quote, and plan to move the storage container to the school to use.
 2. Transportation report included a review of route ridership which could result in route modifications after Christmas break, discussion of after-school transportation options if the current grant is not renewed.
- K. Business services committee met on November 10, 2022
1. Final financials for the building project are still coming.
 2. The CSB Rebate grant for an electric bus was not received.
 3. A presentation of Board Docs, an electronic option for Board meetings was made. Cost would be approximately \$3,000.00. This will be an action item in December.
 4. Reviewed current vacancies in support staff
 5. Looked at a future Building and Grounds director position and requested a job description.

6. No action taken on the middle school softball/baseball request.
7. Reviewed the golf team request. The parent meeting was very positive. This will be an action item at the meeting.
8. CESA 12 and Hazard Young Attea Associates provided options for service to the search committee. The committee is recommending CESA #12. This will be an action item at the meeting.
9. Other items included first reading of facilities use policy, update on compensation committee, and use of a board calendar.
10. Regular agenda was reviewed and bills will be reviewed before Monday's board meeting.

VIII. Items for Discussion and Possible Action

- A. The Staffing report was included with the Business Services report.
- B. Motion (Fox/Denzine) to contract CESA #12 for \$5,500 to assist in Superintendent replacement. Motion carried 7-0.
- C. Motion (Bilgrien/Halmstad) to approve second reading of employee ethics language. Motion carried 6-1 (Baxter).
- D. Motion (Baxter/Fox) to approve the creation of a golf club for the 2022-2023 season. Motion carried (7-0).
- E. Discussion about the use of Board Docs for Board meetings was held. Board members are to review the materials and this will be an action item next month.

IX. Consent Items - Motion (Fox/Baxter) to approve the following consent items. Motion carried 7-0.

- A. Minutes from October 17 and October 26, 2022 Board meetings
- B. Personnel report
 1. Hiring of Stephanie Scarbrough as Cook II; Randy Reckner, PHMS Asst Boys Basketball coach; Bailey Dalcerro as Paraprofessional.
 2. Accepted resignations from Cheryl Halmstad, Custodian I (41 years); Cliff Anderson, Custodian II (2 months); Holly DeGroot, Cook II (3 months); Amelia Dettmering, Paraprofessional (1 month) and Olivia Dettmering, Paraprofessional (1 month)
 3. Approve bills from October 2022 (#350687-350815 and wires) for a total of \$686,298.63

X. The next regular board meeting on December 19, 2022 at 6:00 pm in the Phillips High School Performing Arts Center.

XIV. Motion (Baxter/Fox) to adjourn. Motion carried 7-0. Meeting adjourned at 7:24 p.m.

Respectfully submitted,

Anne Baxter, Clerk

Board of Education

School District of Phillips
Special Board of Education Meeting Minutes
November 30, 2022 – 5:30 p.m.
Phillips High School Conference Room

The special Board meeting on November 30, 2022 in the Phillips High School conference room.

The meeting was called to order at 5:30 pm by President Jon Pesko.

Board Members Present: Bilgrien, Krog, and Pesko

Others present Principals Scholz and Wellman, Business Manager Lehman, Pupil Services Director Peterson, Jordan Buss of JBAD Solutions , and Nick Trimner from Price County

Jordan reviewed the City / School Dist Mitigation Plan. Various situations were discussed that would utilize the facility.

Discussed County participation and support funds that could be included in the district portion of the funding.

Talked about letters of support from community and county.

Adjourn at 6:00 p.m.

Submitted by,

Anne Baxter
Board of Education Clerk

**School District of Phillips
Special Board of Education Meeting Minutes
December 5, 2022 – 12:01 p.m.
School District of Phillips Board Conference Room**

Meeting called to order at 12:01 pm by Jon Pesko

Board Members Present: Baxter, Bilgrien, Fox, Halmstad, Krog, Pesko, and Van De Voort

Administration Present: Superintendent Morgan and Principal Wellman

Motion (Baxter/Bilgrien) to convene into closed session pursuant to Wisconsin Statutes Section 19.85(1)(f) for the purpose of conducting an expulsion hearing for a middle/high school student, with deliberations thereafter also to be in closed session pursuant to Wisconsin Statutes Section 19.85(1).

Motion carried 7-0 with roll call vote at 12:05 p.m.

Motion (Baxter/Fox) to return to open session: Motion carried 7-0

Motion (Krog/Baxter) to adjourn. Motion carried 7-0 at 2:57pm

Submitted by,

Anne Baxter
Board of Education Clerk

**Personnel Report - Amended
November 12, 2022 - December 16, 2022**

New Hires/Transfers

Name/Position	Status	Hiring Salary	Previous Salary	Effective Date
Alexandra Zajechowski PhMS Paraprofessional	Replace Serina Soul	\$13.75	\$13.75	12/1/2022
Valerie Ringersma PES Paraprofessional	Replace Stephanie Litvinoff	\$13.75	\$13.75	11/29/22
Chelsie McReynolds PES Paraprofessional	Replace MacKenzie Zimmerman	\$13.75	\$13.75	12/6/2022
Brandy Lyon 6-12 Custodian II	Replace Cliff Anderson	\$15.35	\$15.35	12/8/2022
Dominique Kleinhans PES Paraprofessional	ESSER Fund position	\$13.75	\$13.75	1/3/2023

Recruitment

Position	Position Status	Location	Posting Date
Information Technology Specialist	Replace Trevor Raskie	District	6/26/22
PHS Student Council Advisor	Replace Marc Peterson	PHS	9/20/22
Varsity Girls Soccer Coach	Replace Mark Fuhr	PHS	10/18/22
PHS Varsity Baseball Coach	Replace Bob Dural	PHS	10/18/22
PHS JV Baseball Coach	Replace Brent Edwards	PHS	10/18/22
Cook II	Replace Holly DeGroot	6-12 Campus	11/07/22
Custodian I	Replace Cheryl Halmstad	6-12 Campus	11/07/22
PHS Forensics Advisor	Replace Paul Feuerer (retired)	PHS	11/29/22
Food Service Director	Replace Terra Gastmann in 2023-24	District	12/12/22
Family and Consumer Education Teacher	Replace Katie McCardle 2nd Semester	PHS	12/13/22

Resignations/Retirements

Name	Position	Resignation/ Retirement	Effective Date	Years of Service	Location
Serina Soul	Paraprofessional	Resignation	11/14/22	3 mo	6-12
Stephanie Litvinoff	Paraprofessional	Resignation	11/28/22	2 mo	PES
Mackenzie Zimmermann	Paraprofessional	Resignation	11/28/22	3 mo	PES
Terra Gastmann	Food Service Director	Retirement	06/30/23	15 yrs	District

FTDLOC SRC FUNC	PRJ LOC	SRC	2022-23	2021-22	November 2022-23	November 2021-22	2022-23	2021-22	2022-23	2021-22
			Revised Budget	Revised Budget	Monthly Activi	Monthly Activi	FYTD Activity	FYTD Activity	FYTD %	FYTD %
10R---	211	50000-	3,609,318.00	3,840,476.00						
				3,840,476.00						
10R---	213	50000-	2,500.00	1,713.00	644.91	100.00	57.77	644.91	25.12	37.65
				1,713.00				100.00		
10R---	249	50000-	230.00							
					1,400.00	100.00	7,015.50	100.00	167.04	0.50
10R---	264	50000-	4,200.00	2,000.00	441.00		2,843.00	3,412.00		
				2,000.00			6,159.00	6,913.30	123.18	
10R---	271	50000-	5,000.00		581.59		7,100.80	2,702.75	47.34	22.52
							4,843.00	5,328.00	53.81	106.56
10R---	279	50000-	15,000.00	12,000.00	175.00	100.00	237.90	40.00	1.19	0.40
				12,000.00						
10R---	280	50000-	125,000.00	9,000.00						
				9,000.00						
10R---	292	50000-	20,000.00	10,000.00						
				10,000.00						
10R---	345	50000-	359,682.00	345,848.00						
				345,848.00						
10R---	517	50000-	4,832.00	4,646.00						
				4,646.00						
10R---	612	50000-	50,000.00	61,415.00						
				61,415.00						
10R---	613	50000-	30,000.00	30,951.00						
				30,951.00						
10R---	621	50000-	3,814,756.00	3,701,480.00						
				3,701,480.00						
10R---	630	50000-	107,101.00	110,230.00						
				110,230.00						
10R---	650	50000-	209,894.00	201,821.28						
				201,821.28						
10R---	660	50000-	1,600.00	1,600.00						
				1,600.00						
10R---	691	50000-	15,201.00	15,202.00						
				15,202.00						
10R---	694	50000-								
					14,407.00		288,520.00	288,349.00		
10R---	695	50000-	550,000.00	560,210.00						
				560,210.00						
10R---	696	50000-	60,000.00	90,000.00						
				90,000.00						
10R---	730	50000-	1,007,768.00	1,041,058.82						
				1,041,058.82						
10R---	751	50000-	217,053.00	204,135.00						
				204,135.00						
10R---	780	50000-	157,602.00	70,000.00						
				70,000.00						
10R---	861	50000-								
					45,683.75		148,345.68	45,683.75	14.72	22.38
10R---	964	50000-	20,000.00	30,000.00						
				30,000.00						
10R---	971	50000-								
					82.00		17,226.21	2,450.00		
10R---	990	50000-								
							2,503.09	2,450.00		
10R---	999	50000-								
10R---										
Grand Revenue Totals			10,395,789.00	10,339,836.10	122,585.58	149,567.62	1,204,837.46	973,222.09	11.59	9.41

Number of Accounts: 44

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

FPT	OBJ	FUNC	PRJ	OBJ	2022-23 Revised Budget	2021-22 Revised Budget	November 2022-23 Monthly Activity	November 2021-22 Monthly Activity	2022-23 FYTD Activity	2022-23 FYTD %	2021-22 FYTD %
10E	---	11	---	UNDIFFERENTIATED CURRICULUM	1,750,807.00	1,778,037.00	141,683.08	156,288.38	610,345.68	34.86	34.58
10E	---	12	---	REGULAR CURRICULUM	2,086,372.00	2,034,725.88	154,210.60	166,343.20	625,364.19	29.97	32.20
10E	---	13	---	VOCATIONAL CURRICULUM	464,394.00	420,877.00	41,338.66	34,707.99	197,291.44	42.48	32.40
10E	---	14	---	PHYSICAL CURRICULUM	147,242.00	165,161.00	11,114.29	12,124.80	46,548.60	31.61	26.94
10E	---	16	---	CO-CURRICULAR ACTIVITIES	160,555.96	160,357.00	21,739.43	20,928.77	64,632.06	40.26	32.68
10E	---	17	---	OTHER SPECIAL NEEDS	8,456.00	7,942.00			5,570.00	65.87	70.13
10E	---	21	---	PUPIL SERVICES	259,062.00	288,616.27	25,280.60	25,944.13	108,984.35	42.07	35.43
10E	---	22	---	INSTRUCTIONAL STAFF SERVICES	405,166.00	320,283.27	20,585.76	21,432.82	248,622.02	61.36	29.73
10E	---	23	---	GENERAL ADMINISTRATION	280,819.00	277,555.00	31,326.08	19,007.70	133,780.79	47.64	40.47
10E	---	24	---	SCHOOL BUILDING ADMINISTRATION	663,230.00	617,803.59	41,234.38	50,876.94	275,797.95	41.58	41.61
10E	---	25	---	BUSINESS ADMINISTRATION	2,588,464.74	2,332,817.36	147,153.87	189,973.31	1,062,713.62	41.06	34.93
10E	---	26	---	CENTRAL SERVICES	49,183.00	47,002.96	2,895.19	2,501.39	14,760.08	30.01	32.87
10E	---	27	---	INSURANCE & JUDGMENTS	170,814.00	163,896.00	6,796.60	27,570.68	93,873.90	54.96	55.90
10E	---	28	---	DEBT SERVICES	12,007.00	22,127.00	1,793.53	1,793.53	5,380.59	44.81	48.63
10E	---	29	---	OTHER SUPPORT SERVICES	280,735.00	297,994.00	13,037.63	30,440.29	142,706.55	50.83	54.24
10E	---	41	---	TRANSFERS TO ANOTHER FUND	908,107.00	873,180.00					
10E	---	43	---	PURCHASED INSTRUCTIONAL SERV	704,259.00	590,795.00	1,055.20	17,655.00	14,826.70	2.11	6.54
10E	---	49	---	OTHER NON-PROGRAM TRANSACTIONS	2,121.00	2,040.00					7.45
Grand Expense Totals					10,941,794.70	10,401,210.33	661,244.90	777,568.93	3,651,198.52	33.37	30.85

Number of Accounts: 1306

Funds Available to the District as of November, 2022:

First National Bank (General Checking)	460,368.57
Local Gov't Investment Pool	838.34
First National Bank (Savings)	4,401.14
Total	465,608.05

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

Total Borrowed (through 11/30/22): 0.00