

Phillips Board of Education Regular Board Meeting

Monday, January 16, 2023 - 6:00 PM
Phillips High School Performing Arts Center
Board of Education Regular Board Meeting

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		Time	Facilitator	Pg#
I.	Call to Order (Pledge of Allegiance)	6:00	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	Pesko	
V.	Administrative Reports, Committee Reports, and Conference/ Workshop Reports			
	A. Phillips Elementary School Principal Report	6:10	Scholz	
	B. Phillips Middle/High School Principal Report	6:15	Wellman	
	1. Students of the Month			
	C. Director of Pupil Services Report	6:20	Peterson	
	D. Superintendent Report	6:25	Morgan	
	1. State Convention			
	2. Facilities Plan for 1956 Building at Turner Street			
	E. Student Liaison Report	6:30	Bjork	
	F. Superintendent Search Committee Report	6:35	Sec/Chrm	
	G. Revenue Committee Report	6:40	Sec/Chrm	
	H. Policy Committee Report	6:45	Sec/Chrm	
	1. First Reading of Policy #453.Administering of Medication to Students			4-10
	I. Facilities/Transportation Committee Report	6:50	Sec/Chrm	
	J. Business Services Committee Report	6:55	Sec/Chrm	
VI.	Items for Discussion and Possible Action			
	A. 2022-2023 Staffing Update	7:00	Morgan	
	B. Second Reading of Policy #830 Community Use of School Buildings and Facilities	7:05	Morgan	11-13
	C. CESA #12 Building Resolution	7:10	Morgan	14-25
	D. 2023-2024 School Year Calendar	7:15	Wellman	26-27
	E. Educational Option for 2023	7:20	Morgan	28-30
	F. Policy #425 Open Enrollment Policy Review for Annual Board Approval of Spaces	7:25	Morgan	
	G. WASB Convention Resolutions	7:30	Morgan	
	H. Support Staff Salary Schedule Increase Effective February 1, 2023	7:35	Morgan	31-41
	I. Approval of Middle School Softball/Baseball Program - Fund 80	7:40	Morgan	
	J. Approval of Purchase of Gasoline (\$118,630) or Propane Bus (\$126,510)	7:45	Morgan	

VII.	Consent Items A. Approval of Minutes from December 19, 2022 and January 10, 2023 Board meetings B. Approval of Personnel Report C. Approval of Bills	7:50	Pesko	42-44 45 PDF
VIII	Scheduling Future Board Meetings	7:55	Pesko	
IX.	Adjourn	8:00	Pesko	

Medications should be administered to school children at home rather than at school whenever possible. School personnel, authorized in writing by the building principal, may administer medications to students under established conditions.

School personnel authorized to administer medications to students shall be provided appropriate instruction and shall not be required to administer any medication to a student by any means other than ingestion unless an immediate lifesaving first aid need administration is necessary. [School District of Phillips Administering Medication to Students Policy](#) aligns with the Wisconsin School Medication Law, Section 118.29 Wis. Stats., allows medication to be administered by school staff with a prescription and in a pharmacy-labeled container. Medications are defined as “any substance recognized as a drug in the official U.S. pharmacopeia and national formulary or official homeopathic pharmacopeia of the United States or any supplement to either of them.”

The following procedures have been established to facilitate the administration of medication to students requiring medication while attending school or school-sponsored activities.

A. Definitions

1. Prescription medications – those medications that are obtainable only with the written prescription of a practitioner. The definition of a “practitioner” is a licensed physician, dentist, podiatrist, and includes optometrist, physician assistant, and advanced practice nurse prescriber.
2. Non-prescription medications – medications that can be obtained over-the counter.

B. Prescription Medications

In order to ensure that the prescribing physician retains the power to direct, supervise, decide, inspect and oversee the administration of prescribed medication, the following procedures shall be followed:

1. Consent Form – No medications will be administered by school personnel or their agents unless and until medication consent forms from the physician and parent/guardian are completed and returned to the principal.
2. Medication Information – Medication to be administered at school must have the following information printed in language understandable to the lay person on the original container:
 - a. Child’s full name, date of birth
 - b. [Name of medication, dose, route, frequency, time/conditions, duration](#)
 - c. Physician’s name
 - d. Date prescription was filled

3. Self-Administration (grades K-12) – Students grades 9-12 may self administer certain emergency prescription medications such as epinephrines for allergic reaction, and inhalers for asthma while at school or school activities only under the supervision of school staff (Wisconsin State Statute 118.291, Wisconsin State Statute 118.292, and Wisconsin State Statute 118.2925). The student must have the written approval of the student's physician and the written approval of the student's parent or guardian. A copy of this approval will be present in the student's school and maintained in the medical record. The medical record is to be updated annually. A medication consent form must be completed as detailed above for prescription medications. Such medications may be kept in a secure place by the individual student only if deemed appropriate by the student's principal and health services supervisor. In such cases where it is not deemed appropriate, the emergency medication will be kept in a secure place by the teacher or as directed by the principal, taking into consideration the need for emergency access to the medication.

No student shall be permitted to possess and self-administer medications considered controlled substances per WI State Dispensing Laws, and the Controlled Substance Act (US. congress 1970). For Non-prescription medication, written consent from the parent or guardian is required. For prescription medication, written consent from the health care provider and parent or guardian is required. Medications must be carried in a clearly labeled, original container and only the maximum dosage of medication needed during one school day shall be brought to school.

A student with Insulin Dependent Diabetes Mellitus may possess and use insulin upon receipt of the Medical Management Plan or a District Health Plan. The student must have the written approval of a prescribing practitioner and their parent or guardian on file in the Health Office and updated annually.

4. Anti-Depressant Medication – Parents shall transport anti-depressant amphetamines and drugs with “street value” to school.

C. Non-Prescription Medications

1. Designated personnel may administer non-prescription (over-the-counter) medications to students only with parental approval as indicated by written consent of the parent or legal guardian.
2. All criteria listed in section B (1) and (2) concerning prescription medication shall be adhered to regarding non-prescription medication, with the exception of the written authorization from the physician.
3. Students in grades 9-12 may self-administer oral non-prescription medications while at school. The individual student may keep such medications. Parents may request school staff to monitor student self-

administration. In such cases, a medication consent form shall be completed by the parent/guardian, and the medications shall be stored in the health room.

4. Students in grades K-8 may not self-administer oral non-prescription medications while at school.

D. Emergency Administration of Medications by Means Other than Ingestion

1. Personnel are not required to administer medications by means other than ingestion unless required as emergency first aid in a life-threatening situation.
2. Personnel designated to administer medications may indicate a willingness to provide medications in an emergency by means other than ingestion. Personnel indicating a willingness shall receive appropriate instruction in administering medications by parental means.
3. A school bus operator, school employee, or volunteer may use an epinephrine auto-injector to administer epinephrine to any pupil who appears to be experiencing a severe allergic reaction if, as soon as practical, the bus operator, employee, or volunteer reports the allergic reaction by dialing "911". School bus operators, school employees, or volunteers may also help administer glucagons to treat diabetes. A school bus operator, employee, or volunteer is immune from civil liability for his or her acts or omissions in administering a drug to a pupil unless the act or omission constitutes a high degree of negligence.

E. Employees Designated to Administer Medication

1. Medication Administration - Medication will be administered to the child at the designated time by school personnel who have been authorized to do so.
2. Responsibility – It is the responsibility of the student, if appropriate, (not school personnel) to take his/her medication at the designated time. School personnel should make a concerted effort to locate students who do not report and document what effort was made.
3. Storage of Medications – Only limited quantities of any medication are to be kept at school. Medications to be administered by authorized school personnel are to be kept in a safe locked location, not accessible to students and checked out only by a district employee or agent designated to administer the medication.
4. Time Period for Medication Administration – The length of time for which the drug is to be administered, which is not to exceed the current school year, shall be contained in the written instructions from the prescribing physician, and further written instructions must be received from the physician with the consent of the parent/legal guardian if

the drug is to be discontinued or any other change is to be made in the physician's original instructions.

All medications, whether over the counter or prescription, shall be picked up by the parent prior to the first week in July. Medications not picked up by parents will be properly disposed of by the school secretary under the supervision of the Price County nursing staff.

5. Maintenance of Medication Records – An accurate and confidential system of record keeping shall be established for each student receiving medication.
 - a. Information on the administration of medications shall be kept in the school office. Such information shall include a list of students who are being administered medication during the school hours and the type of medication, the dose, the time given, and the length of time for which the medication is to be administered.
 - b. An individual record for each student receiving medication shall be kept by the school secretary in the office, including the type of medication, the dose, the time given, the duration, and the inventory of the amount of medication.
6. Staff Responsibility – School personnel shall, under no circumstances, provide aspirin or other non-prescribed medicine to students without meeting all the criteria in this policy and procedure including the necessity of having written authorization from the student's parents/legal guardian.

F. Medication Storage

Medication will be stored in a secure location. Medication which needs to be accessible to the student will be stored in an appropriate location per student need (i.e., emergency medications). Medication will be stored to maintain quality in accordance with the manufacturer's or health care practitioner's storage instructions.

For field trips and other co-curricular or extracurricular activities held off school premises, student medication will be stored in a secure location determined appropriate by the activity supervisor, keeping in mind the manufacturer's or health care practitioner's storage instructions.

The parent or guardian shall pick up unused portions of medication within seven days after the completion of the school year or when medications have been discontinued. Student medications that have reached their expiration date and medications that have not been picked up by the student's parent or guardian will be disposed of in a safe and proper manner in accordance with DPI's Guidelines for Disposal of Medications in the Schools

G. Documentation

An accurate individual student record of administered medication will include:

1. Demographic data such as name, birthdate, level/grade, school year.
2. Medication name, dose, date/time given.
3. Verify the amount of medication supplied to the school and date of receipt
4. The person receiving the medication shall ensure that the student's name is affixed to the package of any non-prescription drug product.
5. Signature of person administering, or for subsequent administrations the person's initials may be used.
6. Documentation of medication must be completed immediately after the administration to the student to assure accuracy and safety.
7. Document the reason medication may not be administered (e.g. student was absent, student refused to take the medication, lack of supply of medication from the student's parent or guardian).
8. Document any medication administration that deviates from the instructions of the health care practitioner and parent or guardian (medication administration error) on the medication administration log.

H. Training of Designee

The health care professional, in collaboration with a school administrator, has the authority to delegate medication administration to a school employee in compliance with Wisconsin State Statute 441.06(4) and Wisconsin Administrative Code N 6.03(3) if the following are met:

1. The task must be commensurate with the education, preparation, and demonstrated abilities of the delegate.
2. The delegate's administration of medications is periodically observed, monitored, and documented by the school nurse.
3. The delegate completes the online DPI training course for the medication(s) to be administered, completes the test, presents the test to the school nurse for scoring and completes a skills assessment administered by the school nurse; if the method of administration requires such training. Methods of medication administration which require the completion of a DPI approved training are: injection, inhalation, rectally administered, or administered through a nasogastric tube, gastrostomy tube, jejunostomy tube.

4. School Personnel will be informed on a need to know basis when a student is taking medication for serious or chronic health conditions, so that they can observe for side effects of the medications.

I. Rights and Responsibilities

Designated school personnel have the responsibility to:

1. See that the medication is given within 30 minutes before or after the time specified by parent and practitioner.
2. Maintain the medication administered at school in a secure place which also maintains medication quality in accordance with the manufacturer's or health care practitioner's storage instructions.
3. Report to guardian/parent any dose changes, inconsistencies, or medication side effects.
4. Keep a copy of the Medication Policy in an accessible spot for immediate reference.
5. Document all medication administered or reason medication may not be administered (e.g. student was absent, student refused to take the medication, lack of supply of medication from the student's parent or guardian)
6. Document any medication administration that deviates from the instructions of the written physician orders and parent or guardian on the medication administration log. Some examples of medication errors include: administration of a medication to the wrong student, administration of the wrong medication to a student, administration of the medication at the wrong time, and failure to administer the medication in accordance with the appropriate health care practitioner and parent or guardian instructions. An incident report should be completed and submitted to the school nurse. The student's parent or guardian and health care practitioner (if applicable) should also be notified of the incident.
7. The above documentation should occur immediately after the medication is administered to the student to assure accuracy and safety

J. Distribution of Policy and Liability Waiver

All school employees who are authorized to administer medications to a student shall receive a copy of the Medication Administration to Students Policy and Rule and shall be advised that, pursuant to the provision in Wisconsin State Statute 118.29, they are immune from civil liability for any acts or omissions in administering a drug or prescription drug to a student in accordance with this policy unless the act or omission is found by a court to constitute a high degree of negligence.

The School District administrator or any school principal who authorizes an employee or to administer a non-prescription or prescription medication to a student is immune from civil liability for the act of authorization unless it constitutes a high degree of negligence

Legal Ref:

Wisconsin State Statutes 118.125, Pupil Records
118.29, Administration of drugs and emergency care
118.291, Asthmatic pupils; possession and use of inhalers 118.292, Possession and use of epinephrine auto-injectors 118.2925, Life-threatening allergies in school; use of epinephrine auto-injectors
121.02(1) (g), Provide for emergency nursing services
146.82, Confidentiality of patient health care records
146.83, Access to patient health care records
441.18, Prescriptions for and delivery of opioid antagonists 448.037, Prescriptions for and delivery of opioid antagonists

Approved 11-11-80

Revised 10-06-81

Revised 10-18-99

Revised 12-18-00

Revised 11-18-02

Revised 3-19-07

Revised 01-16-23

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.

7. 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:

1. 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.
2. 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

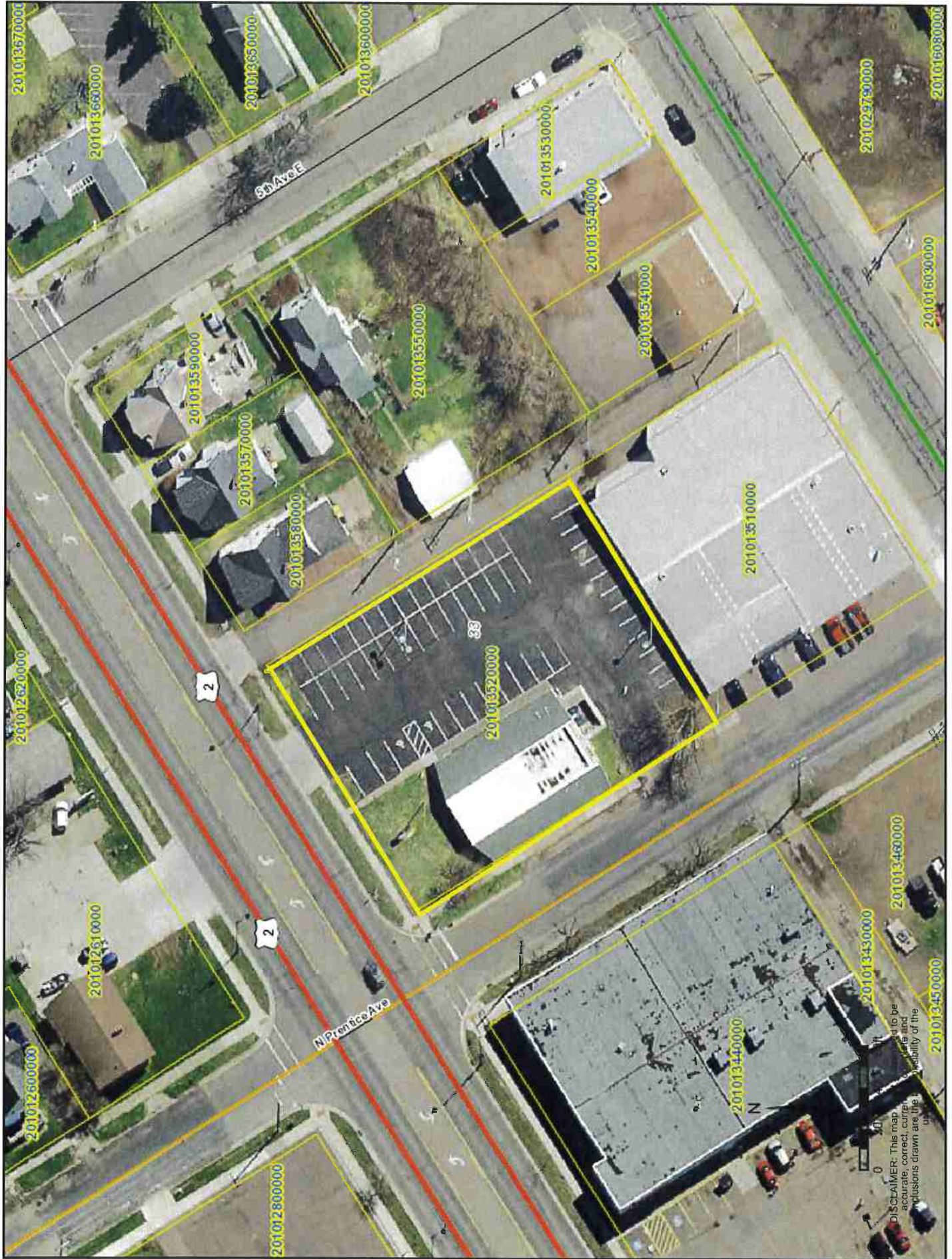
Janitorial and supervisory fees will be determined annually by the district office based on wages.

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: 01/16/23



DISCLAIMER: This map is intended to be accurate, correct, current, and reliable. The user assumes all responsibility of the information shown on this map.

BUSINESS PROGRAMS

Restaurant turned Chiropractic Clinic is Energy Efficient and Healthy

CASE STUDY

Focus on Energy, a statewide service, works with eligible Wisconsin residents and businesses to install cost-effective energy efficiency and renewable energy projects. We provide technical expertise, training and financial incentives to help implement innovative energy management projects. We place emphasis on helping implement projects that otherwise would not get completed, or to complete projects sooner than scheduled. Our efforts help Wisconsin residents and businesses manage rising energy costs, protect our environment and control the state's growing demand for electricity and natural gas.

To learn more about Focus on Energy,™ call 800.762.7077 or visit focusonenergy.com

When Dr. Patrick Hickman's growing chiropractic practice prompted a search for a larger space, he and his wife, Linda, were delighted to find an existing structure—a former Country Kitchen restaurant—that met their requirements for size, location and parking. Unfortunately, the circa 1976 building lacked any energy-efficient features. "It was built during the era when conserving energy meant turning off the light when you left the room," said Hickman.

Hickman wanted to create a space that was energy-efficient and patient-friendly and he knew just where to turn: Focus on Energy, Wisconsin's energy efficiency and renewable energy program. With the help of Bobbi Rongstad, an Energy Advisor at Focus on Energy, Hickman now has a building that doesn't sacrifice comfort for energy efficiency.

"Bobbi was able to assess our needs and put us on track to take the existing structure and move it toward an efficient building," said Hickman.

The project, which Rongstad describes as a complete "gut and remodel," focused on three areas: insulation, lighting and heating/cooling.

INSULATION

Conventional insulation options include fiberglass batting, rigid extruded polystyrene, rigid bead board and blown cellulose; each of which posed issues with installation or potential side effects. Understanding the balance that Hickman wanted to strike between energy efficiency and safety, Rongstad recommended a less well-known alternative: soy-based insulation.

This option offered superior energy efficiency—an R-factor of 6.3 per inch vs. an R-factor of 5 per inch for runner-up, rigid extruded polystyrene—and was available as a blown foam that could accommodate the structural challenges the building presented.

"The ceiling was laced with electrical conduit, ductwork and structural beams, and in the former kitchen area there were a lot of ventilation openings that had to be sealed," said Rongstad. "Rigid foam worked well on the block walls and the spray foam



Dr. Hickman's office utilizes awnings to help control the amount of heat from sun light to manage AC costs.

gave them an effective way to seal up holes and deal with beams and the like."

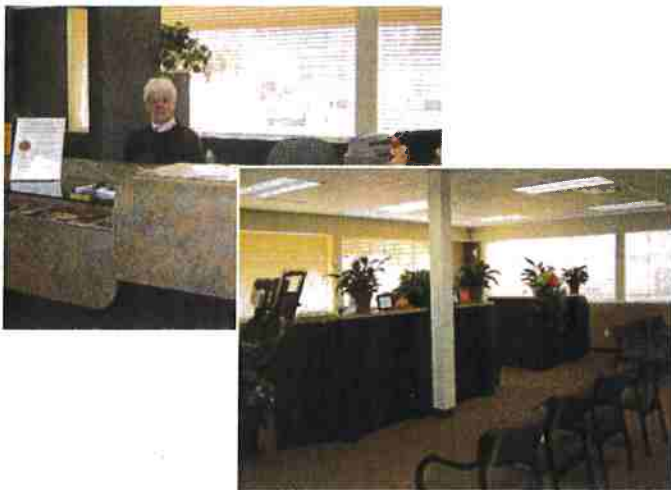
Plus, the soy-based insulation was extremely people-friendly. The foam was installed using a water-based blowing agent and soy insulation presents no problems with outgassing—the release of volatile organic compounds that have been linked to health problems, and could have been a concern with the traditional insulation options.

LIGHTING

Because windows wrap the entire north side of the building, and half of the east and west, much of the building can take advantage of natural light. Hickman complemented this light with 5,000 Kelvin fluorescent lamps—in both overhead and wall fixtures—which mimic natural light quality and have been shown to improve visual acuity.

To ensure that this "feels good" environment was also energy efficient, Rongstad researched and specified high performance T8 lamps and ballasts for overhead lights, which were installed in standard two feet by four feet ceiling mount fixtures. These save over two kW of demand and over 7,500 kWh annually when compared to standard T8 technology.

"Frankly, it does take some persistence to find these—they're not yet an off-the-shelf item and not every contractor will be familiar with them. But that's one advantage of working with Focus on Energy: we'll take the time to learn about new technology options that could be of benefit to you," said Rongstad.



The existing building was a former restaurant that required a complete remodel to accommodate Dr. Hickman's needs and desire for energy efficiency best practices.

To save additional energy, Rongstad also recommended occupancy sensors in restrooms and meeting rooms. These devices cost about \$50 a piece and have a payback of two to four years depending on the number of fixtures controlled and how frequently they are used. Rongstad is currently working with Hickman to relamp the parking lot. "Dr. Hickman wants his parking area to be safe and welcoming without overlighting the space and using more energy than necessary."

HEATING/COOLING

With winter temperatures that are often in the single digits, energy-efficient heating is critical. Rongstad agreed with the recommended two natural gas forced-air furnaces with separate zone controls. Each is outfitted with an efficient ECM (electronically commutated motor) blower, and together the furnaces will save roughly 732 therms of natural gas and 2,822 kWh annually. Programmable thermostats save an additional 222 therms and 232 kWh.

Cooling is less of an issue given the clinic's location just four blocks away from the chilly breezes of Lake Superior, so Rongstad agreed with Hickman's decision to install an A/C system that met code without going over and above the efficiency requirements. And although the extensive bank of windows would seem to be a drain on the building's A/C system, overhangs—and excellent insulation!—help to counteract its effect on hot summer days.

"Sometimes people hesitate to go with energy-saving options because they seem to be more expensive. But when you look at the long-term savings that's often not true. Focus on Energy can help you to evaluate which choices make sense for you," says Rongstad.

PROJECTED PROJECT ENERGY SAVINGS

Savings are based on estimated energy costs of \$1 per therm of natural gas and \$0.075 per kWh.

Heating System	Therms	kWh
Furnaces	732	2,822
Thermostats	222	232
Lighting		
Exit lights		1,788
Sensors		1,780
HP T8s		7,564
CFLs		4,200
CFL wall packs		1,400
Insulation	1,600	
Total	2,554	19,786
Annual savings	\$2,554	\$1,484

FOCUS INCENTIVES

Insulation: \$494

Heating and thermostats: \$350

Lighting and controls: \$848

HOW CAN FOCUS ON ENERGY HELP YOU?

"From floor to ceiling, and front door to back, Focus on Energy was able to give us energy-conscious options. We were able to make choices that were good for the building, the environment and the occupants without compromising on efficiency or safety."

Dr. Patrick Hickman
Hickman Chiropractic Clinic
Ashland, Wisconsin

Rehabbing an existing facility? You can "go green" and still stay in your budget. To learn more about effective ways to improve the energy efficiency of your facility, contact Focus on Energy. Our Energy Advisors offer in-depth, up-to-date knowledge on new technologies and offer a neutral, third-party perspective that can help you to determine the most effective ways to solve your energy challenges.

For more information, call 800-762-7077 or visit www.focusonenergy.com.

ALL FIELDS DETAIL

NOT FOR PUBLIC DISTRIBUTION - CONTAINS CONFIDENTIAL INFORMATION



MLS # **6103965**
 Asking Price **\$689,900**
 Status **ACTIVE**
 Sale/Rent **For Sale**

Sub Type **Commercial**
 Address **400 Lake Shore Dr E**
 Unit
 Address 2 **Building Only**
 City **Ashland**
 State **WI**
 Zip **54806**
 County **Ashland County**
 Days On Market **150**
 Cumulative DOM **197**
 Foreclosure **No**
 Potential Short Sale **No**

Total Fin Sq Ft **3,290**
 Price Per SQFT **\$209.70**
 Waterfront **No**
 Waterfront Name
 Waterfront Type
 Waterfrontage - ft
 Comp/Dev/Subdiv Name
 Current Business Name
 Approx Lot Dimension **175x140**
 Approx Number of Acres **0.56**
 Total Annual Income
 Rental License
 Virtual Tour

[Schedule a Showing](#)



LISTING INFORMATION

Agent - Agt Nm Ph **Anthony I Jennings - Cell: 715-209-6841**
 List Ofc 1 - Ofc Nm Ph **Anthony Jennings & Crew Real Estate LLC - Main: 715-292-6513**
 CoListAgt - Agt Nm Ph
 ListTeam - TeamNmPh
 Owner of Record **Hickman**
 Appointment Phone
 Lock Box Type
 Showing Information **Use ShowingTime**
 Directions **Going East on HWY 2, property on right with sign after Prentice Ave.**
 Expiration Date

DualVar **No**
 Buyer Agency **2.40**
 Agency Compensation **Percent**
 Facilitator (MN)
 Facilitator Compensation (MN)
 Sub-Agency (WI) **0.000000**
 Sub-Agency Compensation (WI) **Percent**
 Bonus
 Listing Type **Exclusive Right to Sell**
 Occupied By
 Owner Is an Agent **No**
 Ownership Type
 % of Ownership
 Original Price **\$699,900**
 Price Date **11/8/2022**
 Listing Date **7/1/2022**
 Off Market Date

Agent Remarks Lot Dimension and acreage are estimated from GIS mapping sources and are deemed to be approximate.

PROPERTY INFORMATION

	Unit 1	Unit 2	Unit 3	Unit 4
Unit #	Office			
Level	Main			
Total Rooms	15			
Bedrooms				
Baths				
Full Baths				
3/4 Baths				
1/2 Baths	3			
1/4 Baths				
Fireplaces				
Square Footage				
Appliances				

Amenities

Leased **No**
 Monthly Rent
 Lease Expiration

Public Remarks Phenomenal commercial location on Cty Hwy 2/Lake Shore Dr. in the heart of Ashland just blocks from Lake Superior! Meticulously maintained and beautifully designed this space is ready for your business to flourish. Renovated in 2006 taking great care to be energy efficient with a healthy atmosphere for people including the insulation, "feel good" lighting, and efficient heating & cooling. Artfully designed with a layout that includes a welcoming lobby, view of Lake Superior from the front offices, spacious common area, numerous office/patient rooms and storage. Situated on just over a half acre corner lot this property offers a huge parking area. Move your chiropractic business here or create your own business opportunity in this amazing location.

LOT INFORMATION

Legal Description LOTS 6 THRU 12 BLOCK 81 ELLIS DIVISION V617 PG 246

DNR ID #	Leased Land	Owned	Hobby Farm
Lake Maximum Depth	Lot Lease Amount		Approx Tillable Acres
Lake Class	Rd Btwn Wtrfrnt		Approx Pasture Acres
Lake Acres	Prop Adjoins Public Land		Approx Wooded Acres
Lake Chain	Waterfront Type		

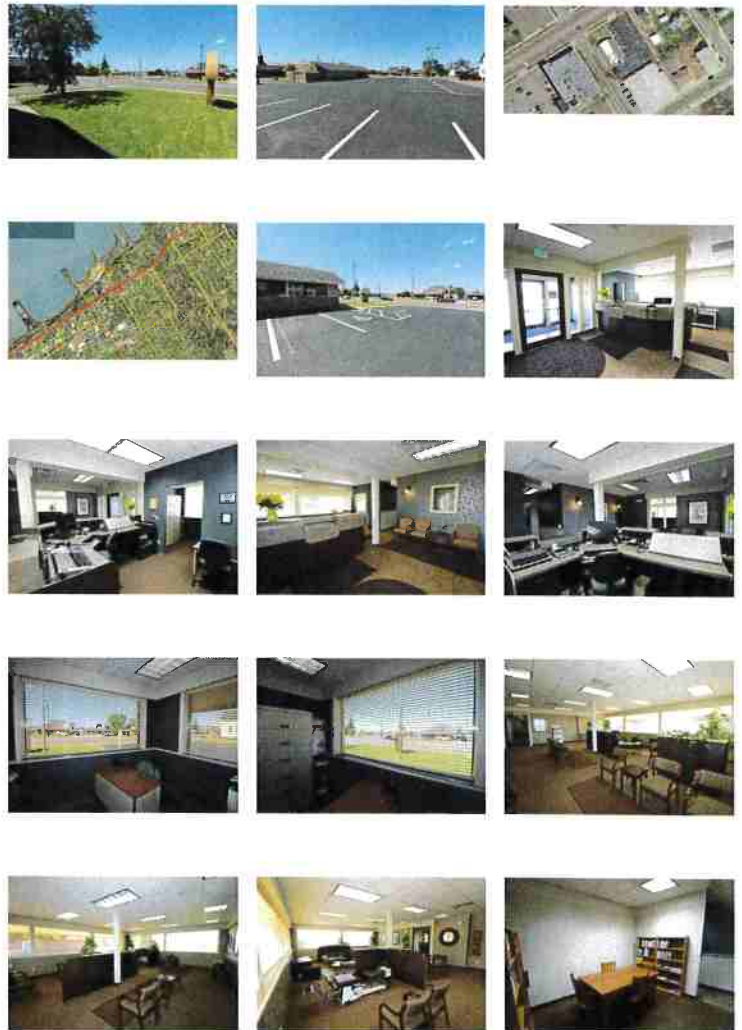
FINANCIAL INFORMATION

Parcel Number	201013520000	Apx Yr Utility Exp	
Tax ID		Apx Yr Maintenance Exp	
Classification (MN)		Apx Yr Insurance Exp	Separate Insurance Fee
Tax Year	2022	Apx Yr Management Exp	Sep Insurance Fee Amt
Tax Amount	\$10,730.01		Sep Ins Fee Frequency
Assessments	Unknown		
Assessment Balance			

FEATURES

Basement Material	Other
Basement Style	Slab
Construction Type	Frame/Wood
Stories	1
Exterior	Brick, Wood
Roof	Asphalt Shingles
Ceiling Height	11-15 Feet
ADA Features	Fully Wheelchair, No Stairs External, No Stairs Internal, Grab Bars in Bathroom
Heat	Hot Water, Electric
Air Conditioning	Central
Sewer	City
Water	City
Amenities	Restrooms, Smoke Detectors, Storage
Parking Characteristics	Driveway - Concrete
Road Frontage	US Highway, Curb/Gutters, Paved, Street Lights
Power Company	Xcel Energy
Current Use	Professional Service
Sale Includes	Building
Terms	Cash, Conventional
Possession	Close Escrow

ADDITIONAL PHOTOS



SOLD INFORMATION

How Sold	Sell Agt 1 - Agt Nm Ph
Sold Price	Sell Ofc 1 - Ofc Nm Ph
Contract Accepted Date	SellTeam - Team Name
Closing Date	CoSellAgt - Agt Nm Ph
Sellers Contribution	CoSellOff - Ofc Nm Ph
Sellers Contribution Amt	
Sold Price Per SQFT	



CESA 12 Building

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 square feet of meeting space could cost an estimated

\$800,000. 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.

- 5,000 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 \$600,000

- Purchase an existing 30 year old building at another site. This is a 3,700 square feet space that would meet our current needs for on-site employees. Sell the current building. B A property description is a separate document.

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.

- 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 December 20th, 2022 the board voted 8-0 to approve the purchase of a 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 \$600,000. This offer has been accepted. The offer is contingent upon the CESA 12 School District Boards of Education approving the resolution to purchase by March 1st, 2023.
- 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 to purchase the

property..



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 326,000 per school district. $600,000/17 \text{ Schools} = \$36,000$ 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 passes, it will be the most cost effective option for schools. This proposal is the least expensive option.

Costs by FTE			Costs Divided Equally	
Base Purchase	600,000		Base Purchase	600,000
	Enrollment			
Ashland	1,890	\$80,045.18	Ashland	35,294.12
Bayfield	397	\$16,813.72	Bayfield	35,294.12
Butternut	176	\$7,453.94	Butternut	35,294.12
Chequamegon	685	\$29,011.08	Chequamegon	35,294.12
Drummond	324	\$13,722.03	Drummond	35,294.12
Hayward	1,919	\$81,273.38	Hayward	35,294.12
Hurley	533	\$22,573.59	Hurley	35,294.12
Maple	1,302	\$55,142.23	Maple	35,294.12
Mellen	270	\$11,435.03	Mellen	35,294.12
Mercer	120	\$5,082.23	Mercer	35,294.12
Northwood	321	\$13,594.97	Northwood	35,294.12
Phillips	729	\$30,874.57	Phillips	35,294.12
Solon Springs	316	\$13,383.21	Solon Springs	35,294.12
South Shore	177	\$7,496.29	South Shore	35,294.12
Superior	4,181	\$177,073.48	Superior	35,294.12
Washburn	582	\$24,648.83	Washburn	35,294.12
Winter	245	\$10,376.23	Winter	35,294.12
	14,167	\$600,000.00		600,000.00

Blended Approach

Base Purchase	600,000			
	300,000			
		Half by	Half	
	Enrollment	Enrollment	Equally	Total
Ashland	1,890	40,022.59	17,647.06	57,669.65
Bayfield	397	8,406.86	17,647.06	26,053.92
Butternut	176	3,726.97	17,647.06	21,374.03
Chequamegon	685	14,505.54	17,647.06	32,152.60
Drummond	324	6,861.02	17,647.06	24,508.07
Hayward	1,919	40,636.69	17,647.06	58,283.75
Hurley	533	11,286.79	17,647.06	28,933.85
Maple	1,302	27,571.12	17,647.06	45,218.17
Mellen	270	5,717.51	17,647.06	23,364.57
Mercer	120	2,541.12	17,647.06	20,188.18
Northwood	321	6,797.49	17,647.06	24,444.55
Phillips	729	15,437.28	17,647.06	33,084.34
Solon Springs	316	6,691.61	17,647.06	24,338.67
South Shore	177	3,748.15	17,647.06	21,395.21
Superior	4,181	88,536.74	17,647.06	106,183.80
Washburn	582	12,324.42	17,647.06	29,971.47
Winter	245	5,188.11	17,647.06	22,835.17
	14,167	300,000.00	300,000.00	600,000.00

RESOLUTION TO AUTHORIZE CESA 12 TO PURCHASE REAL PROPERTY

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 December 20th, 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 400 Lakeshore Drive, Ashland, Wisconsin; to authorize the expenditure of funds, not to exceed \$600,000, for such acquisition and/or to incur loans for said purpose; and to allocate the costs incurred equally among the member school boards;

NOW, THEREFORE, the school board hereby adopts the Resolution of CESA 12.

Dated this ____ day of _____, 2023.

Board President

Board Clerk

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
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			

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
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				

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			

Federal holidays 2023/24

Sept 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

 Inservice
 No school
 Last Day / Graduation

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

SCHOOL DISTRICT OF PHILLIPS
EDUCATIONAL OPTIONS
January 2023

The School District of Phillips offers students who reside in the District a variety of educational options for district students and students opting to attend through open enrollment.

Annually, each public school must provide to the parent or guardian of each pupil enrolled in or attending the school a list of the educational options available to children who reside in the pupil's resident district, including: public schools, private schools participating in a parental choice program, charter schools, virtual schools, full-time open enrollment, course options, and options for students enrolled in a home-based private educational program.

The Department of Public Instruction (DPI) generates a School Report Card and District Report Card for every publicly-funded school and district in the state. These public report cards can be found online at: <http://dpi.wi.gov/accountability/report-cards>. The Report Cards are intended to help schools and districts utilize performance data to target their improvement efforts so that students are ready for their next educational step – including the next grade level, graduation, college, and careers.

Schools receive a score for priority areas of

- 1) Student achievement proficiency in English Language Arts (ELA) and Mathematics on the annual state assessments;
- 2) School growth measured by year-to-year progress in ELA and math achievement;
- 3) Targeted Group Outcomes demonstrates outcomes for students with the lowest test scores in their school
- 4) On-Track to Graduate indicates the success of students in the school in achieving educational milestones that predict postsecondary success.

Overall the School District of Phillips received a rating of 70.4 - **Exceeds Expectations**. The District's schools and each school's most recent state-assigned performance category are listed below. Data given is from the 2021-2022 school year report cards.

Phillips Elementary School (67.6 - Meets Expectations)

Offers programs for 4K through Grade 5

Offers special education programming for students age 3 through Grade 5

Phillips Middle School (69.6 - Meets Expectations)

Offers programs for Grades 6-8 regular and special education

Phillips High School (73.1 - Exceeds Expectations)

Offers programs for Grades 9-12 regular and special education

There are no private schools participating in the parental choice program within the School District of Phillips boundaries.

Virtual School Options: The School District of Phillips is a consortium member of the Rural Virtual Academy (based in Medford, WI) which offers virtual programming to resident students. For other virtual schools available for open enrollment, contact DPI at dpi.wi.gov/imt/digital-learning/virtual-schools

Open Enrollment: The inter-district public school open enrollment program allows parents to apply for their children to attend public school in a school district other than the one in which they reside. The regular open enrollment application period typically begins the first Monday of February of the preceding school year and ends at 4:00 pm on April 30th. The best way to apply is online via a link on the DPI's website: dpi.wi.gov. Paper copies can also be picked up in the district office. An alternative open enrollment procedure allows pupils to apply for open enrollment at any time during a school year if certain criteria are met. Additional information regarding this procedure can be found on the DPI Open Enrollment – Parent page. Also Board Policy 425.

Part-Time Open Enrollment: A pupil enrolled in a public school in the high school grades may attend public school in a nonresident school district for the purpose of taking a course offered by the nonresident school district. A pupil may attend no more than two courses at any time in nonresident school districts. See <https://dpi.wi.gov/open-enrollment/ptoe>

Pupils Enrolled in Home-based Private Education Programs Options – “Home-based private educational program” means a program of educational instruction provided to a child by the child's parent or guardian or by a person designed by the parent or guardian. An instructional program provided to more than one family unit does not constitute a home-based private educational program. (Wisc State Stat 115.001(3g)).

Home-based students are supported within the available resources of the District by the District providing: 1) requested curriculum documents, 2) instructional material such as textbooks when supplies are available, 3) access to the IMC during school hours when pre-arranged through the building principal 4) up to two courses for children grades K-12. A home-based student may attend one course in each of two school districts, but may not attend more than two courses in any semester, 5) non-resident private or home school children up to two courses per semester in grades 9-12. (See District's Public School Open Enrollment policy 425, section II(b). and Board Policy 881.4 Relations with Home-School Children).

Northcentral Technical College - A student may be eligible to receive dual credit through an arrangement in which high school students earn both high school and college credit. Technical college courses are taught in the high school by college certified high school instructors. Only juniors and seniors will receive college credit. If an underclassman would like to take the course without the college credit, they may do so and receive high school credit only. A list of transcribed courses is available in the Phillips High School Registration Manual.

Advanced Placement - A student may be eligible to receive credit for certain college courses by completing Advanced Placement (AP) classes in high school and passing the corresponding AP exam. Students are responsible for paying the exam fee. Fee waivers are available to those who qualify. Phillips High School offers Advanced Placement courses in the following areas: Calculus, Chemistry and English Literature and Composition.

Early College Credit Program/Start College Now - Students who have attained junior status (earned a minimum of 16 credits) are eligible to participate and enroll in courses through post-secondary educational institutions such as the University of Wisconsin or the Wisconsin Technical College System (WTCS). Courses taken through this program must not be comparable to courses offered by the high school. Students who wish to take courses must not have a record of disciplinary problems. Applications for the program and additional information can be requested through your school counselor. Applications for the fall semester must be received in the office by March 1, or for the spring semester by October 1.

Youth Apprenticeship Program - This program is an initiative of the State of Wisconsin to offer one- or two-year programs. The program's intent is to provide a way for Juniors and Seniors to begin career development through both work-based and school-based learning. School-based learning can involve courses through a technical college. Access to apprenticeships is based on local business opportunities and the willingness of a student with a good attendance record to commit to the program. Apprenticeships potentially available in this area include auto collision, mechanical design, financial services, health services, hospitality and tourism, engineering, information technology/networking, logistics, machining, production technician, plastics, agriculture and welding.

Support Staff Compensation Points and Recommendations:

Current jobs being advertised right now - sent to me or from the Price County Review

Price County Administrative Assistant (15-22.5 hours per week) \$19.80

St. Croix Rod production team member - \$16.50

Weathershield - general production - \$18.00 / 2nd Shift - \$23.00

Kwik-Trip - \$14.50-\$16.00

Kohls (Rhineland) \$16.25

Burger King (Rhineland) \$14.00

Most of the support staff are not using the additional compensation plan. Either due to being unaware of the program or lack of opportunity to earn points. Of the 56 support staff currently on the point sheet, only 8 of those eligible earned a raise for this year (15%). Of the eight, five were 12-month employees. The professional staff percentage was 48% of eligible employees.

Included in this report is the current salary schedule for support staff and the proposed salary schedule. Bus drivers are not included in the salary schedule. They have a current starting rate of \$18.75/hour.

Current Hourly Support Staff Pay Schedule

0 = # of Employees in that Cell

Position	Starting	1 st	2 nd	3 rd	4 th	5 th	6 th	7 th	8 th	9 th	10 th
Lead Secretary	\$14.75	\$15.00	\$15.25	\$15.50	\$15.75	\$16.00	\$16.25	\$16.50	\$16.75	\$17.00	\$17.25
Building Secretary	\$14.25	\$14.50	\$14.75	\$15.00	\$15.25	\$15.50	\$15.75	\$16.00	\$16.25	\$16.50	\$16.75
Cook I	\$13.50	\$13.75	\$14.00	\$14.25	\$14.50	\$14.75	\$15.00	\$15.25	\$15.50	\$15.75	\$16.00
Cook II	\$12.50	\$12.75	\$13.00	\$13.25	\$13.50	\$13.75	\$14.00	\$14.25	\$14.50	\$14.75	\$15.00
Custodian I	\$16.00	\$16.25	\$16.50	\$16.75	\$17.00	\$17.25	\$17.50	\$17.75	\$18.00	\$18.25	\$18.50
Custodian II	\$15.00	\$15.25	\$15.50	\$15.75	\$16.00	\$16.25	\$16.50	\$16.75	\$17.00	\$17.25	\$17.50
Para-professional	\$13.75	\$14.00	\$14.25	\$14.50	\$14.75	\$15.00	\$15.25	\$15.50	\$15.75	\$16.00	\$16.25

.35 Shift differential for second shift custodians

Paris - 5 of 12 hired this year have quit
 Cooks - 2 of 2 hired this year have quit
 Custodians 1 of 1 hired this year has quit } 8 of 15 53%

Outside of Salary Schedule

Paris - 6 over 10 years
 Custodians - 1 over 10 yrs (Ret. 12/31)
 Secretary 3 over 10 yrs
 Cooks - 1 over 10 years

Paraprofessionals:

Current area wages:

Marawood Conference

Edgar	\$12.50
Phillips	\$13.75
Prentice	\$14.00
Stratford	\$14.00
Rib Lake	\$14.21
Abbotsford	\$15.00 (Bilingual +\$.64)
Auburndale	\$15.00
Marathon	\$15.00
Athens	\$15.00
Chequamegon	\$15.45
Tomahawk	\$18.46

CESA #12

Phillips	\$13.75
Hurley	\$14.52
Ashland	\$14.54
Winter	\$14.74
Mellen	\$15.00
Mercer	\$15.00
Washburn	\$15.00
Chequamegon	\$15.45
Maple	\$16.00
Superior	\$17.41
South Shore	\$18.20
Drummond	\$18.74
Bayfield	\$23.23

In the past 12 months, we have hired 14 aides and 12 aides have resigned. Two more resigned this week.

Comments from emails from paraprofessionals regarding wages and additional compensation:

- I think that a better wage for paras would be \$15.75 start. I'm pretty sure that is what Park Falls starts at. What we get now is not a liable wage considering what other taxes and extras are also taken out. That's my opinion. I'm glad this was brought up. The cost of everything is up, a little more would definitely help us and possibly bring more help in the school.

- I don't fully understand the additional compensation process. I would like to do more things to help. For the salary, I feel other schools in the surrounding area start out several dollars per hour more. An increase in wage would generate more interest in employment for new people that are needed.
- Hi Ladies, Our wages are not competitive. We have a HUGE support staff turnover, especially in the Paraprofessional area. We are rarely fully staffed, and this is contributing to burnout. Our wages should be more competitive, so someone can afford to work here. It should also extend to long-standing support staff accordingly. If you are well compensated, you tend to think twice before leaving and feel respected for your role in our district. I utilize the compensation points. We should be paid well for the job we do daily, but feel if the compensation points were to go away, we as support staff have no other opportunity to increase our income. More pay is very important to retain employees for the jobs we are asking them to do. Maybe an incentive with insurance. If you work x amount of days we will give x amount of dollars toward insurance (sort of like a bonus). Just some thoughts. Thank you both for all you are doing ;)
- The additional compensation plan is very difficult for paras to be able to complete. Anything we do outside of school hours needs to have an approved request before being able to follow through with extra activities. The current starting wage is extremely below any other school district in the state (I have done my fair share of research on competitive wages for paras and every school district I have looked into starts at \$15/\$16 per hour at 35 hours a week) Only receiving a \$.25 raise every year and only making an additional \$3 in ten years is not a realistic income to survive on (I currently bring home \$749 every two weeks after taxes). I personally think it disappointing that paras make less than other support staff throughout the school district. The work the paras do is not only is to help the students but also the teachers, there is a lot of time and effort that goes into being a para (I personally have 11 students on my caseload to support) Paras are not given many opportunities to be able to use for the additional comp plan. This is just my personal opinion and unfortunately I believe the main reason we are losing paras throughout the school district is due to the compensation. I appreciate you asking for our input and advocating for all of the support staff!!
- These are not competitive wages in today's world. If the starting pay goes up because we can't find people to fill these jobs I feel the pay also increases with current staff. to keep them. For instance, I look at the wage of a custodian. To live on this wage or for someone who needs to support a family, doing the hard work involved in that job, and the responsibilities attached to it- I feel will be very difficult to fill. The paras are leaving left and right. This is a difficult physical job at times. I do not envy the decisions that need to be made but some definitely must be made. Working at the school was a dream job in this community and now it is not looked upon as such. I hope the day comes when we do have people wanting to better the lives of children again.

Secretarial/Office Staff

Current Wages as Reported on State Survey

<u>Marawood Conference</u>	<u>Building Secretaries (Low-High)</u>
Phillips	\$14.25 - \$24.94
Auburndale	\$15.11 - \$16.08
Rib Lake	\$15.26 - \$16.98
Abbotsford	\$15.60 - \$17.42
Edgar	\$16.60 - \$17.20
Chequamegon	\$17.29 - \$19.12

<u>CESA #12</u>	<u>Building Secretaries (Low-High)</u>
Phillips	\$14.25 - \$24.94
Mellen	\$15.71 - \$18.06
Winter	\$15.75
Ashland	\$16.62-\$18.86
Mercer	\$19.00 - \$19.00
Washburn	\$17.88 - \$20.52
Chequamegon	\$17.29 - \$19.12
Maple	\$18.64 - \$21.61
Superior	\$18.50 - \$20.66
Bayfield	\$22.82- \$28.68

Comments:

- (Not from a secretarial employee) I *firmly* believe that support staff should be making much more to start with the options for regular raises. I do not believe we are offering competitive wages and we, ideally, would be looking for people with many, many qualities and a love of children that can be hard to find. I am surprised we have stayed as low as we have and still been able to hire at all, but I believe it will continue to get harder and harder to find committed, quality employees under the wage scale offered now. Additionally, our secretaries handle just about every issue in the schools and keep them running--until a person is doing their job, they do not realize how much goes into it and I believe they should be compensated fairly for this.
- I do submit for points. Most of mine come from committee meetings, it would be nice if there were more options (what, I'm not sure though). Also, it is incredibly frustrating that this year I was denied points for things I have gotten them for in the past (as recently as last year). Nothing has changed in the description of how I can earn points, so how is it justified to all of a sudden deny something that has been approved before? Those are my thoughts for now :)

Food Service Workers:

Current Wage as reported on the State Survey:

<u>Marawood Conference</u>	<u>High Salary</u>	<u>Low Salary</u>
Edgar	\$12.50	\$15.40
Phillips	\$12.50	\$19.39
Abbotsford	\$13.76	\$17.57
Rib Lake	\$14.21	\$15.77
Chequamegon	\$14.90	\$16.43
Auburndale	\$15.00	\$17.96
 <u>CESA #12</u>		
Mellen	\$10.37	\$18.28
Mercer	\$12.00	\$19.00
Phillips	\$12.50	\$19.39
Winter	\$14.75	
Chequamegon	\$14.90	\$16.43
Washburn	\$15.71	\$17.28
Maple	\$16.32	\$19.50
Superior	\$13.44	\$20.22
Bayfield	\$18.67	\$28.68
Ashland	Contracted out	
Hayward	Contracted out	

Comments:

-Feels like the wages are too low (mentioned bus drivers getting \$18 an hour to drive a van when they feed 300+ students and prepare all the food being short staffed and only make ~\$14 and the helper only makes ~\$11

-Not a lot of opportunities for them to get points. Also their boss doesn't believe in the points system and doesn't do anything with it herself. Feels like it should be explained better and that the opportunity for earning points should be the same for everyone.

Custodians

Current Wage as reported on the State Survey:

<u>Marawood Conference</u>	<u>High Salary</u>	<u>Low Salary</u>
Edgar	\$15.00	\$19.50
Phillips	\$15.00	\$25.26
Abbotsford	\$15.80	\$19.10
Rib Lake	\$15.26	\$16.98
Chequamegon	\$18.82	\$20.84
Auburndale	\$15.00	\$17.96
Stratford	\$14.00	\$15.50

CESA #12

Washburn	\$14.06	\$17.00
Mercer	\$15.00	\$19.00
Phillips	\$15.00	\$25.26
Maple	\$16.74	\$24.62
Superior	\$18.26	\$20.77
Winter	\$18.75	
Chequamegon	\$18.82	\$20.84
Mellen	\$19.28	\$21.43
Bayfield	\$23.23	\$29.21

Comments:

- By comparison, the listed salaries appear to be about \$3.00/hour less than what local advertise. Yes I am using the compensation plan, but then again 0.5 points seems like nothing considering how long it takes to decorate for the holidays, just an FYI!!

Bus Drivers

No Wages Comparisons Available on State Report

Heather Soukup met with the bus drivers on Thursday, November 17, 2022. Below is a synopsis of that meeting.

* General satisfaction with current salary/benefits. Other districts are adding benefits to retain drivers that we already have. Feel it is fair - maybe not as much for the new drivers as senior drivers.

* Additional compensation plan is not a good option for drivers. Very little to get points from. Would prefer "perks".

* Conversation points

- it is hard to get drivers or keep drivers -
- support network on the buses - we do everything that teachers do with these kids, but don't have support (discipline, hygiene, cleanup, care). It's not just a driving job.
- can't take time off beyond two days without pay - no option for a trip somewhere. Solution: return to the attendance bonus from contract - either get a payout or an additional personal day.
- Increase the paid holidays for nine-month employees - 12 month get 10 days, 9 month get 4 days.
- Snow days - no pay. With online options now teachers and paras still get to work, but we don't. Shouldn't be penalized for not being able to work
- Return to minimum two hours of pay for work. If a child is not driving and your route is shortened, it's not your fault or for short trips during the day that take less than two hours.
- Bus drivers were not included in last years support staff raises
- Price Co gave all employees a 9% increase in pay last year to retain workers (not verified)
- Cost of living is up by 14% - we all buy groceries and gas
- Knowing that our work is valued is important -

Summary:

- 1) Our starting wage is too low. While some of our staff are at the higher end of the salary scales, those we are trying to attract are at a disadvantage compared to other schools in our CESA/conference.
- 2) Bus drivers are "content" at their current salary.
- 3) Propose \$1.00 increase to the 12-month positions - Custodian I & II
- 4) Propose \$1.25 increase to the paraprofessionals bringing them to \$15.00/hour which still puts us less than Chequamegon, but more than Prentice.
- 5) Propose \$.75 increase to secretarial positions. This may not be enough. It still does not move us up the local schools range. May need to increase this to \$1.50 increase.
- 6) Propose \$1.50 increase to the Cook I and Cook II position. It seems demeaning to ask someone to work the same hours as other 9-month employees for significantly less.
- 7) Propose a 2% increase per cell instead of the \$.25 in the current schedule. This year there was a 2% increase for all employees, except for those in the salary schedule. They were given \$.25 no matter where they were on the schedule. This was anywhere from \$.02 - \$.09 less per hour less than the 2% increase.

Proposed Salary Schedule: Attached

Proposed Hourly Support Staff Pay Schedule 2022-23

Position	Startin g	1 st	2 nd	3 rd	4 th	5 th	6 th	7 th	8 th	9 th	10 th
Lead Secretary	\$15.50	\$15.81	\$16.13	\$16.45	\$16.78	\$17.11	\$17.46	\$17.80	\$18.16	\$18.52	\$18.89
Building Secretary	\$15.00	\$15.30	\$15.61	\$15.92	\$16.24	\$16.56	\$16.89	\$17.23	\$17.57	\$17.93	\$18.28
Cook I	\$15.00	\$15.30	\$15.61	\$15.92	\$16.24	\$16.56	\$16.89	\$17.23	\$17.57	\$17.93	\$18.28
Cook II	\$14.00	\$14.28	\$14.57	\$14.86	\$15.15	\$15.46	\$15.77	\$16.08	\$16.40	\$16.73	\$17.07
Custodian I	\$17.00	\$17.34	\$17.69	\$18.04	\$18.40	\$18.77	\$19.14	\$19.53	\$19.92	\$20.32	\$20.72
Custodian II	\$16.00	\$16.32	\$16.65	\$16.98	\$17.32	\$17.67	\$18.02	\$18.38	\$18.75	\$19.12	\$19.50
Paraprofessional	\$15.00	\$15.30	\$15.61	\$15.92	\$16.24	\$16.56	\$16.89	\$17.23	\$17.57	\$17.93	\$18.28

.35 Shift differential for second shift custodians

Name	Job Title	Contract Days	Yrs of Service	21-22 Hourly	% Increase	2nd Shift Differential	Add Comp Earned	22-23	Proposed Change	Differenc e	Current Salary	Proposed Salary	Feb 1 Increase
Denruiter, Landra	Cook II/PHS PT	178	10	\$14.75 SS				\$15.00	\$17.07	\$2.07	\$13,650.00	\$15,533.70	\$848.70
Esterholm, Terese	4K Aide	148	5.5	\$15.00 SS				\$15.25	\$16.89	\$1.64	\$15,799.00	\$17,498.04	\$746.20
New Hire	Cook II/PHS PT	178	0	\$12.50 SS				\$12.50	\$14.00	\$1.50	\$11,125.00	\$12,460.00	\$615.00
Grapa, Stacy Jo	PES Blog Secretary	200	4	\$15.00 SS				\$15.25	\$16.24	\$0.99	\$24,034.00	\$25,594.24	\$736.56
Johnson, Linda	Grant Aide (Take Ten)	180	4	\$14.50 SS				\$14.75	\$16.24	\$1.49	\$18,585.00	\$20,462.40	\$855.26
Kegley, Kayla	SPED Aide (ESSER)	180	1	\$13.75 SS				\$14.00	\$15.30	\$1.30	\$17,836.00	\$19,492.20	\$746.20
Brandy Lyons	Custodian II	260	0	\$15.00 SS		\$0.35		\$15.35	\$16.35	\$1.00	\$16,025.40	\$17,069.40	\$864.00
Lannon, Ashley	SPED Aide	180	1	\$13.75 SS		\$0.35		\$15.00	\$15.30	\$1.30	\$17,640.00	\$19,278.00	\$746.20
Mahn, Robin	Pool Custodian	260	2	\$16.25 SS				\$16.85	\$18.04	\$1.19	\$35,182.80	\$37,667.52	\$1,028.16
Martin, Teresa	Custodian	260	4	\$15.75 SS			\$0.96	\$16.96	\$17.67	\$0.71	\$35,412.48	\$36,164.16	\$613.44
New Hire	Cook II	178	1	\$12.50 SS				\$12.75	\$14.00	\$1.25	\$11,125.00	\$12,460.00	\$615.00
Mephram, Mary	Regular Ed Aide (ESSER)	180	1	\$13.75 SS				\$14.00	\$15.30	\$1.30	\$17,640.00	\$19,278.00	\$746.20
Meyer, Kayla	Cook II	178	2	\$12.75 SS				\$13.00	\$14.57	\$1.57	\$11,830.00	\$13,258.70	\$643.70
Nelsen, Andra	IMC Aide	180	1	\$13.75 SS				\$14.00	\$15.30	\$1.30	\$17,640.00	\$19,278.00	\$746.20
Olsen, Julie	SPED Aide	180	2	\$14.00 SS				\$14.25	\$15.61	\$1.36	\$18,160.20	\$19,893.38	\$789.56
Priest, Sasha	Custodian II	260	7	\$16.50 SS		\$0.35		\$17.10	\$18.73	\$1.63	\$35,704.80	\$39,108.24	\$1,408.32
Carlson, Dawn	SPED Aide	180	1	\$13.75 SS				\$14.00	\$15.30	\$1.30	\$17,640.00	\$19,278.00	\$746.20
Schmidt, Dani	SPED Aide (OT Facilitator)	180	1.5	\$13.75 SS				\$14.00	\$15.30	\$1.30	\$17,640.00	\$19,278.00	\$746.20
Mahl, Briana	SPED Aide	180	0	\$13.75 SS				\$14.00	\$15.30	\$1.30	\$17,640.00	\$19,278.00	\$746.20
Strasburg, Jessica	SPED Aide	180	3	\$14.25 SS				\$14.50	\$15.92	\$1.42	\$18,270.00	\$20,059.20	\$815.08
Teeters, Julie	Cook I/PES	178	3	\$14.00 SS				\$14.25	\$16.08	\$1.83	\$11,698.13	\$13,200.41	\$1,200.48
Viers, Christina	Custodian II/PES	260	7.5	\$16.75 SS		\$0.35		\$17.35	\$19.10	\$1.75	\$36,226.80	\$39,880.80	\$1,512.00
Walker, Sara	SPED Aide	180	3	\$14.25 SS				\$14.50	\$15.92	\$1.42	\$18,270.00	\$20,059.20	\$815.08
Ringersma, Valerie	SPED Aide	180	0	\$13.75 SS				\$13.75	\$15.00	\$1.25	\$17,325.00	\$18,900.00	\$717.50
Laci Boettcher	4K Paraprofessional	148	0	\$13.75 SS				\$13.75	\$15.00	\$1.25	\$17,325.00	\$18,900.00	\$717.50
Erika Willett	Paraprofessional	180	0	\$13.75 SS				\$13.75	\$15.00	\$1.25	\$17,325.00	\$18,900.00	\$717.50
McReynolds, Chelsie	Paraprofessional	180	0	\$13.75 SS				\$13.75	\$15.00	\$1.25	\$17,325.00	\$18,900.00	\$717.50
Zajechowski, Alexandria	Paraprofessional	180	0	\$13.75 SS				\$13.75	\$15.00	\$1.25	\$17,325.00	\$18,900.00	\$717.50
								\$541,399.61			\$590,029.59	\$22,917.44	
										Difference		\$48,629.98	

MINUTES OF PHILLIPS BOARD OF EDUCATION MEETING
Monday, December 19, 2022

- I. The Phillips Board of Education regular meeting was called to order by President Pesko at 5:30 p.m. in the PHS Library. The Pledge of Allegiance was recited.
- II. Present: Baxter, Bilgrien, Fox, Halmstad, Krog, Pesko, Rose, Van De Voort and Student Liaison Bjork. Absent: Denzine
- III. Administration present: Superintendent Morgan, Business Manager Lehman, Principals Scholz and Wellman, and Pupil Services Director Peterson. Others: Community member. 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 - No comments
- VI. Administrative and Committee Reports
 - A. Dave Scholz, Elementary Principal
 1. December activities have included Christmas programs on the 1st and 6th with good attendance, grades 4 and 5 joining the 6-12 students for the Northwoods Players production of The Christmas Carol, Moose Lodge doing the Child ID project with grades 2 and 3.
 2. Many positive comments were received on having a real snow day. With the advance notice, students were able to bring home their snow gear.
 3. Aaron Hickerson met with Grade 5 students to deliver their DARE t-shirts. The program will begin in January.
 - B. Kevin Wellman, 6-12 Principal
 1. December activities have included the FBLA food drive, and Honor Flight penny drive; music concerts last week and tonight, and The Christmas Carol play.
 2. The eSports team participated in playoffs. The teams are looking forward to the winter season.
 3. Students of the Month at PhMS were Miggy Martwick (6), Mark Hoogland (7), McKenna Jones (8) and Students of the Quarter at PHS were Anna Belan (9), Kiana Zierer (10), Jada Cantrell (11) Kyle Soberg (12). Megan DeLeasky (12) was nominated to the US Air Force Academy at Colorado Springs
 - C. Kate Peterson, Pupil Services Director had no report this month.
 - D. Rick Morgan, Superintendent
 1. Student transportation planning for next year has been pushed to January due to the cancellation of committee meetings last week. All the data has been collected and is available for review.
 2. High school curriculum review has been started by Principal Wellman. While there is no planned reduction in teacher FTE, the review may mean some reassignment of staff. The curriculum committee will be meeting several times in the future.
 - E. Student Liaison Alec Bjork updated the Board on the winter sports records and achievements as well as academic and club sport activities. He highlighted the high school talent show coming up on Thursday.
 - F. The superintendent search committee met on November 21 and will meet again on January 2, 2023 to begin the candidate selection process. There are currently four candidates with several more expressing interest.
 - H. Policy committee meeting was canceled due to storms. All agenda items will be moved to January and reported at the January Board meeting.

- I. Revenue committee was canceled due to storms. All agenda items will be moved to January and reported at the January Board meeting.
 - J. Facilities and transportation committee was canceled due to storms. All agenda items will be moved to January and reported at the January Board meeting.
 - K. Business services committee was canceled due to storms. All agenda items will be moved to January and reported at the January Board meeting.
- VII. Items for Discussion and Possible Action
- A. The FACE teacher position will be discussed in closed session. The status of paraprofessional placement is good for now with one more interview this week.
 - B. Motion (Fox/Krog) to approve the purchase of Board Docs LT for \$3,000.00. Motion carried 7-1 (Van De Voort).
 - C. The Board reviewed and discussed the proposed 2023-2024 school year calendar.
 - D. Motion (Baxter/Krog) to approve the resolution authorizing Jon Pesko and Molly Lehman to execute and sign sub-grant agreements related to the FEMA Grant. Motion carried 8-0.
 - E. Motion to approve resolution that: (1) The Phillips School District hereby adopts the amended 2019 Price County Multi-Hazard Mitigation Plan; and (2) the Phillips School District will continue to participate in the updating and revision of the Price County Multi-Hazard Mitigation Plan with a plan review and revision to occur within a five-year cycle; and (3) on behalf of the Phillips School District, Price County is authorized to submit this plan adoption resolution to Wisconsin Emergency Management and Federal Emergency Management Agency, Region V officials to enable final acceptance and recognition of the amended 2019 Price County MultipHazard Mitigation Plan. Motion carried 8-0 with a roll call vote.
- VIII. Consent Items - Motion (Van De Voort/Fox) to approve the following consent items. Motion carried 8-0.
- A. Minutes from November 14, 30, and December 5, 2022 Board meetings
 - B. Personnel report
 - 1. Hiring of Alexandria Zajeckowski, Valerie Ringersma, Chelsie McReynolds, and Dominique Kleinhans as paraprofessionals; and Brandy Lyon as Custodian II.
 - 2. Accepted resignations from paraprofessionals Serina Soul (3 months), Stephanie Litvinoff (2 months) and Mackenzie Zimmerman (3 months) and from Food Service Director Terra Gastmann effective 6/30/2022 (15 years).
 - 3. Approve bills from November 2022 (#350816-350937 and wires) for a total of \$529,406.56.
- X. The next regular board meeting on January 16, 2023 at 6:00 pm in the Phillips High School Performing Arts Center.
- XI. Motion (Krog/Van De Voort) 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. Motion carried 8-0 at 6:17 p.m..
- XI. Motion (Bilgrien/Halmstad) reconvene into open session pursuant to WI Stat. Sec. 19.85(1). Motion carried with roll call vote 8-0.
- XII. Motion (Fox/Rose) to adjourn. Motion carried 8-0. Meeting adjourned at 7:01p.m.

Respectfully submitted,
 Anne Baxter, Clerk/ Board of Education

School District of Phillips
Special Board of Education Meeting Minutes
Tuesday, January 10, 2023 - 2:00 pm
Phillips High School Band Room

Call to Order - President Pesko called the meeting to order at 2:05 p.m. in the Phillips High School band room. Present from the Board were: Baxter, Fox, Halmstad, Krog, Pesko and Rose. Also present from Administration: Lehman, Peterson, Soukup, and Wellman.

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.

Anne Baxter was designated as secretary

Motion (Krog/Fox) 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. Motion carried 6-0.

- Preliminary Superintendent Interviews

The committee may reconvene into open session pursuant to WI Stat. Sec. 19.85(1), if necessary, to act on motions made during the executive session or to conduct further business.

Motion (Fox/Krog) to adjourn at 10:30 p.m.

Submitted by,

Anne Baxter, Clerk
Board of Education

**Personnel Report - Amended
December 17, 2022 - January 13, 2023**

New Hires/Transfers

Name/Position	Status	Hiring Salary	Previous Salary	Effective Date
PHS Student Government (Student Council, Sources of Strength, Logger Pride Committee) Evan Evenson Becky Steinbach Emily Knipp	Replace Marc Peterson	\$1,250.00 \$ 250.00 \$ 250.00	N/A New combined position	
Poetic Zimmerman, PES SPED Paraprofessional	Replace Amanda Obadal's transfer	\$13.75	\$13.75	1/3/23
Amanda Obadal - Move to PhMS Paraprofessional	Replace Megan Schluter	\$13.75	\$13.75	1/19/2023
Sean Richer Family & Consumer Ed Teacher	Replace Katie McCardle	\$40,000.00	\$58,894.08	1/24/2023

Recruitment

Position	Position Status	Location	Posting Date
Information Technology Specialist	Replace Trevor Raskie	District	6/26/22
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	PhMS	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
Megan Schluter	Paraprofessional	Resignation	1/19/2023	4 Months	PhMS

FDTLOC	SRC FUNC	PRJ LOC	SRC	2022-23 Revised Budget	2021-22 Revised Budget	December 2022- Monthly Activity	December 2021- Monthly Activity	2022-23 FYTD Activity	2021-22 FYTD Activity	2022-23 FYTD %	2021-22 FYTD %
10R---	211 50000-	---	CURRENT YEAR PROPERTY TAX	3,609,318.00	3,840,476.00						
10R---	213 50000-	---	MOBILE HOME TAX	2,500.00	1,713.00	786.79		786.79	644.91	31.47	37.65
10R---	249 50000-	---	TRANSPORTATION FEES	230.00				57.77	100.00	25.12	
10R---	264 50000-	---	SURPLUS NON-CAPITAL OBJECTS	4,200.00	2,000.00			7,015.50	10.00	167.04	0.50
10R---	271 50000-	---	ADMISSIONS			1,707.50	1,622.00	4,550.50	5,034.00		
10R---	279 50000-	---	OTHER SCHOOL ACTIVITY INCOME	5,000.00		1,681.80	1,555.80	7,840.80	8,469.10	156.82	
10R---	280 50000-	---	INTEREST ON INVESTMENTS	15,000.00	12,000.00	1,396.55	302.65	8,497.35	3,005.40	56.65	25.05
10R---	291 50000-	---	GIFTS, FUNDRAISING, CONTRIBS	125,000.00			-5,960.00		-5,960.00		
10R---	292 50000-	---	STUDENT FEES	9,000.00	5,000.00	-50.00		4,793.00	5,328.00	53.26	106.56
10R---	293 50000-	---	RENTALS	20,000.00	10,000.00	579.16	283.84	817.06	323.84	4.09	3.24
10R---	345 50000-	---	OPEN ENROLLMENT WI SCH. DIST.	359,682.00	345,848.00						
10R---	517 50000-	---	TRANSIT OF FEDERAL AIDS	4,832.00	4,646.00						
10R---	612 50000-	---	TRANSPORTATION AID	50,000.00	61,415.00						
10R---	613 50000-	---	LIBRARY AID	30,000.00	30,951.00						
10R---	621 50000-	---	EQUALIZATION AID	3,814,756.00	3,701,480.00	991,242.00	959,507.00	1,551,292.00	1,480,592.00	40.67	40.00
10R---	630 50000-	---	SPECIAL PROJECT GRANTS	107,101.00	110,230.00			5,907.51		5.52	
10R---	650 50000-	---	SAGE AID	209,894.00	201,821.28			86,304.00	85,273.00	41.12	42.25
10R---	660 50000-	---	STATE REVENUE THROUGH LOCAL	1,600.00	1,600.00						
10R---	691 50000-	---	COMPUTER AID	15,201.00	15,202.00			288,520.00	288,349.00		
10R---	694 50000-	---	Sparsity Aid								
10R---	695 50000-	---	Per Pupil Aid	550,000.00	560,210.00						
10R---	696 50000-	---	High Cost Transportation Aid	60,000.00	90,000.00						
10R---	730 50000-	---	SPECIAL PROJECT GRANTS	1,007,768.00	1,041,058.82	236.00		148,581.68	45,683.75	14.74	22.38
10R---	751 50000-	---	ESEA TITLE IA	217,053.00	204,135.00				250.00		
10R---	780 50000-	---	FED AID THRU STATE NOT DPI	157,602.00	70,000.00	4,793.13	99,353.00	72,517.13	100,717.19	46.01	143.88
10R---	861 50000-	---	EQUIPMENT SALES/LOSS								
10R---	964 50000-	---	NON-CAPITAL INS SETTLMTS						2,450.00		
10R---	971 50000-	---	REFUNDS - PRIOR YR., E-RATE	20,000.00	30,000.00			17,226.21	9,616.19	86.13	32.05
10R---	990 50000-	---	MISCELLANEOUS					2,503.09			
10R---	999 50000-	---	COPY FEES	52.00	50.00						
10R---	---	---	GENERAL FUND	10,395,789.00	10,339,836.10	1,002,372.93	1,056,664.29	2,207,210.39	2,029,886.38	21.23	19.63
Grand Revenue Totals				10,395,789.00	10,339,836.10	1,002,372.93	1,056,664.29	2,207,210.39	2,029,886.38	21.23	19.63

Number of Accounts: 44

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

FPT	OBJ_FUNC	PRJ	OBJ	2022-23 Revised Budget	2021-22 Revised Budget	December 2022-23 Monthly Activity	December 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	197,409.91	198,686.24	807,755.59	46.14	45.75
10E	12		REGULAR CURRICULUM	2,086,372.00	2,034,725.88	217,086.93	223,430.74	842,451.12	40.38	43.18
10E	13		VOCATIONAL CURRICULUM	464,394.00	420,877.00	52,807.19	43,313.61	250,098.63	53.85	42.69
10E	14		PHYSICAL CURRICULUM	147,242.00	165,161.00	15,613.90	16,551.64	62,162.50	42.22	36.96
10E	16		CO-CURRICULAR ACTIVITIES	162,265.96	160,357.00	8,996.18	6,489.11	73,628.24	45.38	36.72
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	33,705.88	32,586.94	142,690.23	55.08	46.73
10E	22		INSTRUCTIONAL STAFF SERVICES	405,166.00	320,283.27	37,163.86	28,709.89	285,785.88	70.54	38.70
10E	23		GENERAL ADMINISTRATION	280,819.00	277,555.00	25,382.44	27,964.91	159,163.23	56.68	50.55
10E	24		SCHOOL BUILDING ADMINISTRATION	663,230.00	617,803.59	48,349.75	68,217.18	324,147.70	48.87	52.65
10E	25		BUSINESS ADMINISTRATION	2,588,464.74	2,332,817.36	189,442.73	198,953.59	1,252,156.35	48.37	43.46
10E	26		CENTRAL SERVICES	49,183.00	47,002.96	2,420.91	2,702.70	17,180.99	34.93	38.62
10E	27		INSURANCE & JUDGMENTS	170,814.00	163,896.00	21,057.70	8,199.20	114,931.60	67.28	60.91
10E	28		DEBT SERVICES	12,007.00	22,127.00		1,793.53	5,380.59	44.81	56.74
10E	29		OTHER SUPPORT SERVICES	280,735.00	297,994.00	11,220.40	9,067.37	153,926.95	54.83	57.29
10E	41		TRANSFERS TO ANOTHER FUND	908,107.00	873,180.00					
10E	43		PURCHASED INSTRUCTIONAL SERV	704,259.00	590,795.00	21,581.61	261.69	36,408.31	5.17	6.58
10E	49		OTHER NON-PROGRAM TRANSACTIONS	2,121.00	2,040.00					7.45
Grand Expense Totals				10,943,504.70	10,401,210.33	882,239.39	866,928.34	4,533,437.91	41.43	39.19

Number of Accounts: 1324

Funds Available to the District as of December, 2022:

***** End of report *****	471,962.93
***** First National Bank (General Checking)	1,717.60
Local Gov't Investment Pool	4,401.70
First National Bank (Savings)	478,082.23
Total	

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

1,000,000

Total Borrowed (through 12/30/22):

0.00

Transaction - Last month
12/1/2022 through 12/31/2022

1/12/2023

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Date	Num	Description	Memo	Category	Clr	Amount
BALANCE 11/30/2022						102,505.97
12/6/2022	6205	...Jennie Kleinhans		--Split--	R	-59.99
12/6/2022	6206	...Steve Mealman		--Spllt--		-99.00
12/6/2022	6207	...Merrill Distributing, I...		--Spllt--	R	-10.85
12/6/2022	6208	...WP Beverages, LLC		--Split--	R	-1,343.32
12/6/2022	6209	...Amvets Post 90		--Spllt--	R	-1,000.81
12/6/2022	6210	...Sign Studlo & Print ...		--Split--	R	-415.42
12/6/2022	6211	...RBS Actlvewear		--Split--	R	-1,612.04
12/6/2022	6212	...SYNCB/Amazon		--Split--	R	-63.79
12/6/2022	6213	...Roundy's Inc		--Split--	R	-742.45
12/6/2022	6214	...Medford Coop - Phill...		--Split--	R	-63.96
12/6/2022	6215	...Phillips Lumber & H...		--Split--	R	-127.68
12/6/2022			American F...	HS Business...	R	-30.00
12/6/2022			American F...	HS Tech Ed:...	R	30.00
12/7/2022	6216	...Kevin Wellman		--Split--	R	-19.92
12/8/2022	DEP	...		--Spllt--	R	5,306.63
12/8/2022	DEP		Honor Fligh...	MS Commons	R	1,000.81
12/8/2022	DEP		machine sa...	HS TUFFS:...	R	634.95
12/8/2022	DEP	...		--Split--	R	3,747.45
12/12/2022	6217	...WACPC - Registration		--Split--	R	-475.00
12/19/2022	6218	...Kevin Wellman		--Split--	R	-22.00
12/19/2022	6219	...WP Beverages, LLC		--Split--	R	-1,066.03
12/19/2022	6220	...RBS Activewear		--Split--		-195.32
12/19/2022	6221	...Jennifer Quinnell		--Split--		-23.00
12/19/2022	6222	...Mika Brunson		--Split--	R	-300.00
12/19/2022	6223	...Brandon Dean		--Split--		-500.00
12/19/2022	6224	...Teryl Dobbs		--Split--		-500.00
12/19/2022	6225	...St. Croix Central FB...		--Split--		-775.00
12/19/2022	6226	...GNBL		--Spllt--	R	-250.00
12/19/2022	6227	...Sara Huggard Photo...		--Split--	R	-1,109.00
12/19/2022	6228	...School District Of P...		--Spllt--	R	-852.86
12/20/2022	6229	...It's Showtime		--Split--	R	-250.00
12/20/2022	6230	...Rebecca Steinbach		--Split--	R	-100.00
12/20/2022	6231	...SYNCB/Amazon		--Split--		-1,397.82
12/21/2022	DEP		fruit sales	HS Music	R	6,547.00
12/21/2022	DEP		fruit sales	MS Music	R	3,099.50
12/21/2022	DEP	...		--Spllt--	R	890.00
12/22/2022	6232	...SYNCB/Amazon		--Spllt--		-69.99
12/27/2022	S			--Split--	R	-33.00
12/30/2022		Interest Earned		Activity Acct ...	R	37.92
12/1/2022 - 12/31/2022						7,786.01
BALANCE 12/31/2022						110,291.98
TOTAL INFLOWS						21,294.26
TOTAL OUTFLOWS						-13,508.25
NET TOTAL						7,786.01