

Phillips Board of Education Regular Board Meeting

Monday, September 21, 2015
5:55 PM (Picture) and 6:00 PM (Meeting)

Phillips Middle School IMC
365 Highway 100
Phillips, Wisconsin

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.

School District of Phillips Regular Board Meeting Agenda		Facilitator	Page #
	<i>Board Picture taken at 5:15 pm</i>		
I.	Call to Order (Pledge of Allegiance)	Pesko	
II.	Roll Call of Board Members	Pesko	
III.	Review of Compliance of Open Meeting Law	Pesko	
IV.	Public Participation Forum - Where members of the public will be allowed to make brief presentations to the board on items of interest to the school district. No action will be taken on items presented.	Pesko	
V.	Administrative Reports and Committee Reports		
	A. Principal Report - PhMS/PHS	Hoogland	
	1. Start-of-Year Report		
	B. Principal Report - PES	Scholz	
	1. Start-of-Year Report		
	C. Director of Pupil Services Report	Lemke	
	1. Recommendation of Special Ed Aide		
	D. Superintendent Report	Morgan	
	1. August Staff Inservice Update		
	2. Fall Superintendent Conference		
	E. Student Liaison Report	Ertl	
	F. Policy Committee - September 9th	Burkart	3
	1. First Reading of Revision to #377 Interscholastic Athletics		4
	2. First Reading of Revision to #881.4 Relations with Home Schooled Children		5-7
	3. First Reading of New #881.4 Rule Home School Student Participation in WIAA Athletics and Exhibits		
	G. Business Services Committee - September 10th	Rodewald	
	Items for Discussion and Possible Action		
VI.	A. Review Annual Meeting Agenda & Assignments	Morgan	8
	B. Policy #672 Purchasing Policy Discussion	Morgan	9
	Consent Items		
VII.	A. Approval of Minutes from and August 17, 2015	Pesko	10-12
	B. Approval of Personnel Report		13-14
	C. Approval of Bills		
VIII.	Items for Next Board Meeting	Pesko	
IX.	Adjourn	Pesko	

The athletic program in the School District of Phillips is recognized as a vital part of the total educational program.

The athletic program should be designed to give many students an opportunity to develop their interests, attitudes and skills for future years without damaging their academic development. Sports competition should provide a healthful, enjoyable experience whereby the emotional, mental, social, and physical development of young men and women can be fully achieved. Sportsmanship should always be of prime importance.

Student athletes must comply with all rules and regulations established by the WIAA and the Board.

Beginning with the 2015-16 school year, home-based private education (home school) students who reside in the district and meet the state law definition of home-based private education student, may participate on public school teams. (See Policy #881.4 for participation requirements).

The School District of Phillips shall not discriminate in student participation in athletic programs or activities, standards, and rules of behavior, disciplinary actions, or facilities usage on basis of sex, race, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, physical, mental, emotional, or learning disability, or handicap.

*Legal Ref: Sections 118.13 Wis. Stat.
120.13 (1)
118.133, 115.001(3g), 118.15, 118.165
PI 9.03(1) of the Wisconsin Administrative Code*

*CROSS REF: Discrimination Complaint Procedures
Student Athletic Code*

*Approved July 14, 1987
Revised January 19, 1998
Revised _____*

RELATIONS WITH HOME SCHOOLED CHILDREN

881.4

Believing that it is in the best interest of children and the community, the School District of Phillips supports home schooled children that reside within the District boundaries. Home schooled children are supported within the available resources of the District by the District providing:

1. requested curriculum documents,
2. instructional materials such as textbooks when supplies are available,
3. access to the IMC during school hours when pre-arranged through the building principal, and
4. up to two courses for children in grades 9 through 12 in accordance with the District's Public School Open Enrollment policy 425, section II(B).
5. Beginning with the 2015-16 school year, home-based private education (home school) students who reside in the district and meet the state law definition of home-based private education student, may participate on public school teams. See 881.4 Rule for details.

Legal Ref: 118.133, 115.001(3g), 118.15, 118.165

Approved: 08/17/98

Revised: _____

HOME SCHOOL STUDENT PARTICIPATION IN WIAA ATHLETICS

RULE 881.4

A home-based private education (home school) student who resides in the school district and meets the state law definition of home-based private education student may participate in public school athletics. The law states, "Home-based private education program means a program of educational instruction provided to a child by the child's parent or guardian or by a person designated by the parent or guardian. An instruction program provided to more than one family unit does not constitute a home-based private educational program."

Student's eligibility will be determined by verifying the student is enrolled in home school education via the online DPI Form PI-1206 before participation can begin and verifying that the student resides in the School District of Phillips (drivers license, utility bill, etc.). The student must meet the required rules on the same basis and to the same extent that all other full-time students at the school must provide including but not limited to: WIAA physical, Athletic Handbook compliance, WIAA rules, emergency contact information, athletic participation fee, and concussion testing. Home-based students will need to verify class grades for each quarter/semester and on consequential grade check days.

WIAA transfer rules will apply to a district student who has been attending another school (open enrollment) and transfer to home-based education.

Students open enrolled to another school district using virtual school options would be subject to WIAA transfer rules.

The School District will notify the insurance carrier of all home-based student participating in the athletic program.

Adopted: _____

Application for Participation in Interscholastic Athletics or Extracurricular Activities for Home-Based Private Education Students

The School District of Phillips Co-Curricular Code guides participation in all School District of Phillips interscholastic athletics or extracurricular activities.

Discipline Eligibility - I have read the School District of Phillips Co-Curricular Code and acknowledge the following (CHECK ONE):

- There are no discipline issues as outlined in the co-curricular code that would lead to a restriction of my child's eligibility.
- There are discipline issues as outlined in the co-curricular code that could lead to a restriction of my child's eligibility. I will work with the advisor/school staff to work through the appropriate discipline process.

Academic Eligibility - Per Wisconsin Statute 118.165(1)(d) home-based private education students must be participating in a program that provides a sequentially progressive curriculum of fundamental instruction in subjects listed below. The School District of Phillips Co-Curricular Code requires a student to be passing all courses in order to participate in athletics or extracurricular activities. I understand I will need to provide this information to my school's Athletic Director Office at the end of each school district grading period regardless of whether or not my child is currently active in an athletic or extracurricular activity. Quarter and Mid-Term grade reports will also be required for actively participating students.

To determine Academic Eligibility fill in the grade received by student – A, B, C, D, F or Pass/Fail if letter grades are not applicable:

Subject	9 th – sem. 1	9 th – sem. 2	10 th – sem. 1	10 th – sem. 2	11 th – sem. 1	11 th – sem. 2	12 th – sem. 1	12 th – sem. 2
Reading								
Language Arts								
Mathematics								
Social Studies								
Science								
Health								
Elective:								

Attendance Eligibility - I have read the School District of Phillips Co-Curricular Code and acknowledge all of the following (CHECK ALL):

- My child has not previously attended high school in a setting other than home-schooling. If my child has previously attended high school in a setting other than home-schooling, I have verified with the Athletic Director of the school we are applying to attend my child's eligibility for competition.
- My child has resided at the home address as listed on this application for the entirety of my child's high school career. If my child has not resided at the home address as listed on this application for the entirety of my child's high school career, I have verified with the Athletic Director of the school we are applying to attend my child's eligibility for competition.
- Per the Co-Curricular Code I confirm that my child will attend class from 11:30am until the end of the school day for every day that my child is participating in practice, competition or attending a co-curricular activity. I understand that if my child is not in attendance for instruction my child is not eligible to participate in practice, competition or activity for that day. I understand that if my child will be absent a contact to the advisor/coach of the activity will be made prior to the practice, competition or activity for safety reasons. I will provide written documentation verifying proof of attendance for specific date(s), if requested.

Publish September 24 and October 1, 2015

A G E N D A
ANNUAL SCHOOL DISTRICT MEETING
PHILLIPS, WISCONSIN
6:00 P.M. - Monday, October 5, 2015
Phillips High School Auditorium

BUDGET HEARING:

1. INTRODUCTIONS
2. CALL THE BUDGET HEARING TO ORDER
3. PRESENT THE ESTIMATED 2015-16 BUDGET
4. ADJOURN THE BUDGET MEETING

ANNUAL MEETING OF THE ELECTORATE OF THE SCHOOL DISTRICT OF PHILLIPS:

1. CALL THE ANNUAL MEETING TO ORDER
2. ELECT A CHAIRPERSON
3. READING OF MINUTES OF LAST ANNUAL MEETING HELD SEPTEMBER 8, 2014
4. TREASURER'S REPORT
5. LEVY A TAX FOR THE 2015-2016 SCHOOL YEAR
6. MOTION TO APPROVE FUND 80 LEVY FOR 2015-16 TO INCLUDE POOL LOCKER ROOM ADDITION AND TRACK RESURFACING
7. SALE OF GENERAL SCHOOL PROPERTY
8. OLD BUSINESS
9. NEW BUSINESS
10. LONG-TERM PLANNING REPORT
11. ESTABLISH DATE AND TIME FOR 2016 ANNUAL MEETING.
12. ADJOURN ANNUAL MEETING
13. REFRESHMENTS

Notices for this meeting were posted on September 16, 2015 at:
Phillips Elementary, Middle, and High School, Bus Garage, All-Staff Email, District Website, and Price Co. Review

1. The District business manager shall see that all purchasing is done in the interests of economy and efficiency. Where feasible, purchases shall be made by open bid. Suppliers within the District shall be allowed contracts where practical and consistent with Board policy for economy and efficiency.
2. All purchases that exceed \$5,000 and are of a discretionary nature will be brought to the Board for approval prior obligating the District to expenditure for such purchases.
3. Invoices for goods received shall be approved by the employee who received and accounted for the items received. Such invoices will then be reviewed by the business manager for accuracy and proper pricing. The business manager will be responsible to notify vendors of shortages, improper quality or other billing errors. The District shall promptly pay for properly invoiced goods so as to comply as completely as possible with Wisconsin's prompt payments laws. Early payment discounts will be taken advantage of whenever feasible. To meet these prompt payment goals some checks will be sent out in advance of the regular monthly Board meetings. At least one of the Board members with check signing duties must sign for checks in a check register booklet before any check is released.
4. Certain services may be paid for in advance. Magazine subscriptions, conference registration fees, and lodging deposits are examples of such services. Goods will not be paid in advance unless there is no other way to receive the needed goods at a reasonable cost.
5. A list of all checks written since the last regular meeting will be presented to the Board at each regular meeting. This listing shall be approved by the Board after the treasurer has reviewed the list and given his/her recommendation. Documentation for the list of billings will be available for Board review in the bookkeeper's office.

Approved: 06/12/62

Revised: 02/12/91

Reviewed: 04/17/00

MINUTES OF PHILLIPS BOARD OF EDUCATION REGULAR MONTHLY MEETING
Monday, August 17, 2015

- I. The Board of Education toured the projects completed by Ameresco over the past year beginning at 5:15 pm.
- II. The Phillips Board of Education meeting was called to order by President Pesko at 6:00 pm in the 6-12 Learning Center. The pledge of allegiance was recited.
- III. Present: Adolph, Burkart, Distin, Krog, Marlenga, Pesko, Rodewald, Rose, Willett and Student Liaison Giannoni. Administration present: Morgan, Theder, Scholz & Lemke. Others: Staff members and Price Co. Review.
- 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 - None
- VI. Administrative and Committee Reports
 - A. Principal Report - PES
 1. The new playground equipment has been installed and Georgia Pacific donated 42 yards of wood chips to put under the equipment.
 2. Mary Rohde will be moving from assistant teacher in the after-school program to intervention/instructional coach position at the elementary school. She will be working with grade 3 to meet requirements for the new SAGE requirements as well as reading assistance.
 - B. Director of Pupil Services reported on the increase in recorded seclusions and restraint incidents during 2014-15. More information will be shared during closed session.
 - C. Superintendent Report
 1. The WASDA Legal Conference in July gave superintendents guidance on new laws and requirements for schools.
 - a. Districts are now required to report to the community the standards the District has adopted. At this time, the District continues to formally work with previously adopted standards.
 - b. WIAA has made participation changes for home schooled students. The policy committee is working to align our policy documents.
 2. The Board will meet to discuss how to track compensation issues in a retreat setting on September 9, following the policy committee meeting.
 - D. Facilities/Transportation Committee met on July 22 to review the bids for the track renovation project. An additional \$22,000 was approved by Board president and superintendent to include the elementary playground area due to damage that would occur during track renovation.
 - E. Policy committee met on August 12 and 17 and discussed proposed Employee Handbook revisions. The remaining items will be recommended for approval tonight. Began discussion on WIAA athletic participation changes and reviewed academic standards notice requirement.

- F. Business services met on August 13 and discussed the 2014-15 budget amendments, inequity concerns in current and new staff compensation, and auditor request to change insurance deductions from 26 to 21 pays. Bills were reviewed.
- VI. Items for Discussion and Possible Action
- A. Finance Manager Theder discussed the need for 2014-15 budget revision due to Fund 27 transfer being more than expected. Motion (Rodewald/Adolph) to approve the budget amendments as presented. The amendment will be published. Motion carried 9-0.
- B. Discussion concerning insurance deductions. Motion (Rodewald/Krog) to approve that insurance deductions be taken from the first 21 pays for teachers receiving 26 pay checks. Motion carried 9-0.
- C. Motion (Adolph/Burkart) to approve the proposed Employee Handbook revisions as presented. Motion carried 9-0.
- D. Motion (Krog/Marlenga) to approve First National Bank of Park Falls, Time Federal Bank, and Local Government Investment Pool as district depositories. Motion carried 9-0.
- E. Motion (Rodewald/Adolph) to approve publication of mandatory district public notices. Motion carried 9-0.
- F. Motion (Rodewald/Marlenga) to approve academic standards for 2015-16. Motion carried 9-0.
- VII. Motion (Willett/Marlenga) to approve the following consent items. Motion carried 9-0.
- A. Approve minutes from July 20, 2015 Board meeting.
- B. Approve amended personnel report:
1. Transfer of Vicki Spacek from special education to grade 4 teacher.
 2. Transfer of Mary Rohde from assistant teacher in after-school program to PES intervention teacher/instructional coach.
 3. Transfer of Susan Badger as cook/server from PES to PHS.
 4. Hire Hannah Gengenbach as PES cook/server.
 5. Accept resignations from Luanne Angelo and Eric Knudson and approve rescinding employment offer to Jay Janssen.
 6. Approve recruitment of special education teacher, after-school program assistant teacher and paraprofessional.
 7. Approve district plan to increase salaries for teachers earning less than \$40,000 by \$2,000 this year.
- B. Approval of bills from July 2015 (#339141-339181 and wires) for \$244,816.52.
- VIII. The next regular board meeting will be held on September 21, 2015 at 6:00 p.m. Items for discussion include vending machines in the buildings.
- IX. Motion (Krog/Burkart) to convene into executive session at the conclusion of the open session pursuant to WI Stat. Sec. 19.85(1)(f) for the purpose of considering disciplinary data of specific persons, including students where if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such data. Motion carried 9-0 with roll call vote at 7:05 p.m.
- Seclusion and Restraint Report

- X. The Board may reconvene into open session pursuant to WI Stat. Sec. 19.85(2) if necessary to act on motions made during the executive session.
- XI. Motion (Adolph/Krog) to reconvene into open session. Motion carried 9-0.
- XII. Motion (Adolph/Krog) to adjourn at 7:40 pm. Motion carried 9-0.

Respectfully submitted,

Wendy Rodewald, Clerk
Board of Education

**Personnel Report - Amended
September 21, 2015**

New Hires/Transfers

Name/Position	Position Description	New Salary	Previous Employee Salary	Effective Date
Tammy Holman PhMS Special Ed	Replace Luanne Angelo	\$38,000	\$34,576	9-3-2015
Marc Peterson Student Council Advisor	Replace Kim Fuhr (requesting one year off)	N/A	N/A	9-1-2015
Mike Eggebrecht, PHS Varsity Girls Basketball	Replace Sarah Socha	\$3,040	\$3,040	9-1-2015
Jodi Podmolik, PHS Jr. Varsity Girls Basketball	Replace Donna Lind	\$2,026	\$2,026	9-1-2015
Michelle Hlavacek ASP Coordinator	Replace Terry Woldt	\$14,000	\$17,000	9-14-2015
Courtney Gilge ASP Asst. Teacher	Replace Mary Rohde	\$14,000	\$20/hour	9-14-2015
Jessica Curler SPED/ASP Aide	Replace Eric Knudson	\$11.34	\$13.26	9/9 (SPED) 9/21 (ASP)
Sasha Rogers PHS Custodian I (PM)	Replace Mark Burkart	\$14.77	\$14.77	9-28-2015
David Kelly PHS Custodian II (PT)	Replace Julie Kubly	\$12.71	\$12.72	9-10-2015
Tracy Willer PhMS Paraprofessional	Replace Cindy Koller	\$11.34	\$13.26	9-10-2015
Jason McMillan School Bus Route Driver	Replace Jay Janssen	\$18.27	\$18.00	9-14-2015
Faculty Extra Curricular Contracts	Listed Below			

Recruitment

Position	Position Status	Location	Posting Date
World Language Teacher	Per World Language Plan	Phillips High School	01-19-2015
FBLA Advisor	Replace Jean Flower	Phillips High School	08-31-2015

Resignations/Retirements

Name	Position	Resignation/ Retirement	Effective Date	Years of Service	Location
Mark Burkart	Custodian I (PM)	Resignation	08-18-2015	1	PHS

Cindy Koller	Paraprofessional	Resignation	08-19-2015	6	6-12
Terry Woldt	ASP Coordinator	Resignation	08-25-2015	1	PES
Jean Flower	FBLA Advisor	Resignation	08-25-2015	9	PHS
Julie Kubly	PT PHS Custodian	Resignation	09-01-2015	2	PHS

Faculty Extra-Curricular Contracts:

Tim Brown	PHS Varsity Wrestling	\$2,816.00
Bob Dural	PHS Varsity Baseball	\$2,365.00
Blake Edwards	PHS Varsity Softball	\$2,365.00
Blake Edwards	PhMS Boys Basketball	\$1,464.00
Brent Edwards	PHS JV Boys Basketball	\$2,026.00
Brent Edwards	PHS JV Baseball	\$1,577.00
Brent Edwards	PhMS Student Council	\$ 563.00
Paul Feuerer	PhMS Forensics	\$ 450.00
Paul Feuerer	PHS Forensics	\$1,014.00
Rick Holan	PHS Varsity Girls Tennis	\$2,364.00
Jack Hoogland	PhMS Wrestling	\$1,014.00
Jeannie Kleinhans	PhMS Girls Basketball Asst.	\$1,014.00
Justin Lindgren	PhMS Band Director	\$ 361.00
Justin Lindgren	PHS Band Director	\$1,802.00
Justin Lindgren	PHS Co-Head Boys Track	\$1,182.50
Rebecca Lovejoy	PHS Choir Director	\$ 226.00
Rebecca Lovejoy	PhMS Choir Director	\$ 226.00
Rebecca Lovejoy	PES Concerts (each)	\$ 56.50
Stacie Mollman	PHS Yearbook	\$2,016.00
Floyd Mootz	PhMS Yearbook	\$ 450.00
Erik Olson	PHS Co-Head Boys Track	\$1,182.50
Erik Olson	PHS Cross Country Coach	\$2,364.00
Marc Peterson	PHS Quiz Bowl	\$ 984.00
Marc Peterson	PHS Student Council	\$1,014.00
Tyler Ring	Before School Activity Director	\$2,250.00

Non-Faculty/Full-year contracts (seasonal contracts will be sent in October & February)

Kay Belan	PHS National Honor Society	\$ 338.00 (Non-Faculty)
Annie Knudson	Athletic Director	\$5,151.00