

Phillips Board of Education Regular Board Meeting

Monday, November 16, 2015
6:00 PM

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.	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	Pesko	
V.	Administrative Reports and Committee Reports		
	A. Principal Report - PhMS/PHS	Hoogland	
	1. Student of the Month		
	B. Principal Report - PES	Scholz	
	1. Student of the Month		
	2. Grade 1 Team - Logger Learning Teams	Grade 1	
	3. Summer School Report	T.Ring	
	C. Director of Pupil Services Report	Lemke	
	1. Student Services Team Report		
	D. Superintendent Report	Morgan	
	1. Leadership Communication Team Update		
	2. State Education Convention in Milwaukee		
	E. Student Liaison Report	Ertl	
	F. Facilities/Transportation Committee - November 5	Member	
	G. Business Services Committee - November 12	Member	
VI.	Items for Discussion and Possible Action		
	A. Additional Compensation Requests for 2015-16	Morgan	3-7
	B. Annual Board Development Tool Survey	Distin	
VII.	Consent Items	Pesko	
	A. Approval of Minutes from October 19, 2015		8-10
	B. Approval of Personnel Report		11
	C. Approval of Bills		PDF
VIII.	Items for Next Board Meeting	Pesko	
IX.	Adjourn	Pesko	

2015/16 ADDITIONAL COMPENSATION APPLICATION

GENERAL PROJECT AWARD GUIDELINES

- A. Purpose The purpose of the Additional Compensation Award program is to support the mission of the Board of Education by promoting educational and workplace excellence through the funding of awards that:
- Support the Mission and Vision of the School District of Phillips;
 - Promote innovation, educational excellence and/or imagination;
 - Impact a significant number of students and/or staff;
 - Involves student initiative in applying for award;
 - Includes direct impact on students' education;
 - Establishes potential for long term benefit to affected students/staff/community;
 - Incorporates evidence of sustainability after implementation phase;
 - Demonstrates understanding of current/future budget justification and support if necessary.
- B. Eligibility Project awards should support a particular aspect of the mission/vision of the school district or demonstrate an appropriate connection between the school district and community. All district employees may apply. Applications that include students or community members will be given higher ranking in value. Prior recipients are eligible. Project award requests must include a letter from the sponsoring District employee(s) stating that the project had significant input by the students, staff or community members the award is intended to support or influence. The applicant, the sponsor/partner (if any), and the building principal/supervisor are required to sign the original project award application.
- C. Conditions Project award applications monetary value (Additional Compensation) will be subjectively based on the merits of the application at the discretion of the Superintendent or his/her designee. Project award recipients agree to complete all follow up activities listed below and adhere to all timeliness components of this process. Failure to adhere to all components of the Project Award guidelines will result in the rejection of the additional compensation award request.
- D. Follow up **Publicizing the benefit of the Project Award program is an essential part of the District's objective to share innovative ideas District/Community wide. Consequently, project award recipients agree to the following:**
- ★ Be available for consult or communication with community members about your project award.
 - ★ Maintain records of all communications directly related to the project award.
 - ★ At the completion of the project, send the Superintendent a short project summary along with information on whether the project met specific aims, recommendations for those that wish to pursue a similar project and next steps (if any) for full or finale implementation. Please include any pictures of students/activities, etc. that might help to publicize the success of the project district wide.
 - ★ Lastly, notify your school population of the completion of the project.
- E. Terms **Amount determined by Superintendent: \$ _____; Payment period: On or before June 30, 2016.**
- Use of Additional Compensation funds:** The "Additional Compensation Fund" is an appropriation in the budget made only with Board of Education approval and on an annual basis. All project awards are considered "Additional Compensation" awarded only in the year requested. The "Additional Compensation" is not awarded until all components of the project have been completed. Final approval must be completed prior to 4:00pm on Monday June 13, 2016.

Transition to Supplemental Pay: The "Additional Compensation" may be moved to the 2016-17 "Supplemental Pay" and therefore become a permanent part of the employee's total compensation if it is determined that the project has been implemented with fidelity and with the intention of becoming a long term initiative connected to the original intent of the project. This determination is made by the Superintendent upon final project review and subject to final approval by the Board of Education at the (June 20, 2016) Regular School Board meeting or alternative meeting date/time at the request of the school board president.

- F. Format Applicants may enter their information directly into the online application before printing OR attach the required information under separate cover if desired and sent electronically or by mail to the Superintendent.
- G. Deadline To be considered, this form must be received at the District Administration Office by Friday, October 30, 2015 at 4:00 PM.
- H. Notification All applicants will be notified of whether or not their project award request was approved via e-mail within 3 weeks of application submission. Every effort will be made to expedite this process.

Copy/Paste
Narrative Here...
by:
First deleting this entire message...
Then copy or paste your information.

Additional Compensation Application Request Form
2015-2016

(office use only)

TITLE OF APPLICATION A descriptive title that appropriately describes the project.			
TOTAL PROJECT COST Materials/Supply or Travel/Workshops		AMOUNT REQUESTED Enter the total requested	
BUILDING/WING/GRADE/DEPARTMENT		PRINCIPAL/SUPERVISOR	
PRIMARY CONTACT FOR APPLICATION			
APPLICANT TITLE AND MAILING ADDRESS			
TELEPHONE	FAX	Email	
SPONSOR (if Applicant is in partnership with community org.)			
CO-APPLICANT(S) NAME and TITLE			
OTHER EMPLOYEES DIRECTLY INVOLVED IN PROJECT (Attach additional sheet if needed) Enter names of employees whose time and/or direct help will be needed to complete the project.	NAME	INITIALS (indicates willingness)	ESTIMATED TIME COMMITMENT

Additional Compensation Application Request Form
2015-2016

<p>NARRATIVE DESCRIPTION OF THE PROJECT (Please make sure to address all requested information. Indicate N/A if it does not apply to your project. Avoid excessive jargon or unusual abbreviations.)</p>	<p>SPECIFIC AIMS: Use one to two paragraphs to describe the "Learning Target" of the project and/or answer the following questions. How will this project improve the quality of education or educational experience in the School District of Phillips? What population will benefit from this project once completed?</p> <p>BACKGROUND: Please check all that apply:</p> <ol style="list-style-type: none"> 1. Is your project new to the School District of Phillips? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not sure 2. Could this project be considered a 'proof of concept' and used across the district if successful? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not sure 3. Could this project be considered a continuation of a prior 'proof of concept' project completed in a previous project award? (phase 2 of initial project) <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not sure If Yes, which project(s) _____ 4. Have you discussed your proposal with anyone at the building or district level to identify any preferred pricing and/or alignment with District curriculum/technology plans? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not sure If Yes, with whom? _____ <p>Use a paragraph to further describe any experience you have with this kind of project, and/or any insights from others who have completed similar projects at other schools/districts, and/or comments that might impact how you intend to structure your project. How does this project promote innovation, educational excellence and/or imagination?</p> <p>PRELIMINARY WORK: Use one or two paragraphs to describe what you have done thus far. What groundwork have you prepared? Use this section to convince the reviewer that you are ready to start and complete the project if you receive approval.</p> <p>PROJECT DESIGN: Use no more than three pages to concisely describe your proposal. Include enough detail to demonstrate to the reviewer that you understand the sequence of activities needed to accomplish the objectives along with a general timeline. Include a description of how you will evaluate whether your project has met the stated specific aims (what criteria will you use to know if it was successful?). If successful, list any plans you might have to extend the benefit of this project beyond the award period? <i>(This is critical if the applicant intends for the additional compensation to become supplemental pay in future contract(s)).</i></p> <p>LETTERS OF COLLABORATION: If appropriate, attach letters from collaborators or School District sponsors needed to complete the project.</p>																		
<p>BUDGET AND JUSTIFICATION</p>	<p>What other source of funds have you tried to obtain for this project if any?</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Building Operating Fund</td> <td style="width: 50%;">Amount rec'd \$ _____</td> </tr> <tr> <td>Community Organizations</td> <td>Amount rec'd \$ _____</td> </tr> <tr> <td>Outside Grants</td> <td>Amount rec'd \$ _____</td> </tr> <tr> <td>(prior cycle(s))</td> <td>Amount rec'd \$ _____</td> </tr> </table> <p>What impact will this project have on successor budgets for your department or building?</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Building Operating Fund</td> <td style="width: 50%;">Amount rec'd \$ _____</td> </tr> <tr> <td>Classroom/Grade Level</td> <td>Amount rec'd \$ _____</td> </tr> <tr> <td>District Level Budget</td> <td>Amount rec'd \$ _____</td> </tr> <tr> <td>Potential Savings/Reduction</td> <td>Amount rec'd \$ _____</td> </tr> </table>			Building Operating Fund	Amount rec'd \$ _____	Community Organizations	Amount rec'd \$ _____	Outside Grants	Amount rec'd \$ _____	(prior cycle(s))	Amount rec'd \$ _____	Building Operating Fund	Amount rec'd \$ _____	Classroom/Grade Level	Amount rec'd \$ _____	District Level Budget	Amount rec'd \$ _____	Potential Savings/Reduction	Amount rec'd \$ _____
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	<p>APPLICANT</p> <p>Date: _____</p>	<p>SPONSOR (if applicable)</p> <p>Date: _____</p>	<p>PRINCIPAL</p> <p>Date: _____</p>																

SAMPLE OF AWARD LETTER

Date

Name

Address

Re: Additional Compensation Fund 2015-16

Dear Name,

Thank you for your application to the Additional Compensation Fund for the 2015-16 school year. I am pleased to report that your application is one of 26 total applications to be approved. I will be scheduling a meeting with you (team members) immediately following the next school board meeting (November 16, 2015) to discuss your project and implementation timeline as well as the compensation value once approved. Also, I will explain the process we will follow in order for the additional compensation to be moved to Supplemental Pay and thus become a permanent part of your annual total earnings.

The additional compensation I will be recommending to the board of education for this request is \$000.00. This total value may be divided among more than one person if this project included multiple employees. If approved by the board on November 16, 2015, you/each member will be paid this amount over the remaining scheduled pay periods in the 2015-16 fiscal year after submittal of this signed agreement letter.

Your signature is required at the bottom of this letter (one copy is for your records) and returned to the district office demonstrating agreement with the compensation as well as final commitment to the project design as referenced in your application. **Please do not sign this letter until after we have had our scheduled meeting!**

Again, thank you for your application and I look forward to following your project throughout the school year.

Sincerely,

Rick Morgan, Superintendent
School District of Phillips

Applicants Name:

Signature: _____, Date: _____

MINUTES OF PHILLIPS BOARD OF EDUCATION REGULAR MONTHLY MEETING
Monday, September 21, 2015

- I. The Phillips Board of Education meeting was called to order by President Pesko at 5:30 pm in the 6-12 Learning Center. The pledge of allegiance was recited.
- II. Present: Adolph, Burkart, Distin, Krog, Marlenga, Pesko, Rodewald, Rose, and Willett. Administration present: Morgan, Theder, Hoogland, and Scholz. Others: Staff members, community members, and Price Co. Review.
- III. President Pesko stated that public notice of the meeting was properly posted according to Wisconsin Statute 19.84(4). Notice was posted at all school-owned buildings, the School District of Phillips' website, and The Price County Review.
- IV. Public Participation - Jay Janssen expressed concerns with District transportation procedures.
- V. Administrative and Committee Reports
 - A. Principal Report - PES
 1. Students of the Month were Emmett Knudson (Grade 1) and Lilly Miller (Grade 3)
 2. Grade 1 team is hosting Logger Team meetings with parents including a meal and goal setting for academics.
 - B. Principal Report - PhMS/PHS
 1. Students of the Month were Brianna Guzinski (6), Mathias Hoogland (7), Kayleigh Denruiter (8), Martin Peterson (12) and Megan Polster (11).
 2. Garith Pipkorn and a Prentice teacher will be taking students to the Walker Art Center in Minneapolis on November 11, 2015.
 - C. Superintendent Report
 1. The additional compensation fund application process deadline is October 30. Superintendent Morgan will review all applications and assess a monetary value to the project. The applications will be presented at the November meeting.
 2. Terra Gastmann reported on her trip to the Milwaukee Appliance Show she attended. Phillips will be purchasing some service equipment this year. A design team member will be touring our facility on October 29th to give ideas on how to best fit together our equipment needs. She also informed the Board of Great Lakes Apple Crunch Day to highlight our farm-to-school program. All students will receive an apple that day from a grower in Spirit, WI.
 3. The ACT results from our juniors last year are still embargoed. We hope to report on these assessments in December.
 - D. Finance Manager Report

Quarterly financial report showed year-to-date expenditures as of September 30, 2015 were \$1,465,217.80 (16.86% of budget) and revenues were \$422,315.88 (4.86% of budget). The total cash available was \$2,133,807.90. Fund 49 Balance was \$9,758.39. No line of credit has been used this fiscal year.

- E. Policy committee met on October 14, 2015 and recommend policies #377 Interscholastic Athletics and #881.4 Relations with Home Schooled Children and additional Rule and Exhibits for #881.4 Home School Student Participation in WIAA Athletics for second reading. The need for a field usage policy and UVA use at WIAA tournament games were discussed. One new policy being forwarded for first reading is 440.1 Student Rights - Transgender Students.
- F. Business services committee Report met on October 15, 2015. Discussed elementary school control upgrade proposals and timeline for decisions on this project. Marty Krog and Tracie Burkart were appointed to the Leadership Communication Team. Discussed a biannual recognition of community businesses, groups, and individuals who dedicate their time to raise money for school needs (example: JonesFest, Club 13 Rib Cookoff). Also discussed was district Safety Plan, the impact to the District with the closing the Lionite facility, Pepsi contract and coordinators of district soda, water machines and concessions and transportation maintenance expenses and plan. Bills were reviewed.

VI. Items for Discussion and Possible Action

- A. Discussion and motion (Willett/Adolph) approving Resolution Authorizing the School District of Phillips to Exceed the Revenue Limit on a Non-Recurring Basis for Debt Service Payments to Finance Energy Efficiency Measures and Products. Motion carried 9-0.
- B. Discussion and motion (Willett/Krog) to approve the 2015-16 tax levy of \$5,731,280.47 with corresponding mil rate of 9.61172. Motion carried 9-0.
- C. The cost of the pool locker room project increased from the original quote to \$113,000 due to age of quote and structural issues. The whole cost will be paid from Fund 80 at this time and we will need to meet with the Foundation to reconcile the difference. At this time, the Board committee is still \$12,000.
- D. The Athletic Board of Control is recommending the reinstatement of Power Lifting as a club sport for 6-12 students. Steve Mealman has agreed to be head coach and has recruited assistant coaches. Motion (Willett/Adolph) to approve this club sport reinstatement. Motion carried 9-0.
- E. Motion (Marlenga/Burkart) to approve interstate travel request for art field trip to Walker Art Museum in Minneapolis. Motion carried 9-0.

VII. Motion (Willett/Krog) to approve the following consent items. Motion carried 9-0.

- A. Approve minutes from September 21, 2015 Board meeting.
- B. Approval of second reading of policies: #377 Interscholastic Athletics, #881.4 Relations with Home Schooled Children , and #881.4 Rule/Exhibit Home School Student Participation in WIAA Athletics
- C. Approve personnel report:
 - 1. Hiring of Dan Eklund (JV football coach); Steven Mealman (bus route driver), Tyler Ring (PhMS assistant boys basketball coach); Courtney Gilge (ASP coordinator); Michelle Hlavacek (ASP coordinator mentor); Connor Murphy (ASP paraprofessional); and Erin Crabtree (ASP paraprofessional).
 - 2. Non-Faculty extracurricular contracts (Trevor Raskie - boys varsity basketball; Joe Grapa - assistant varsity wrestling)

3. Accept resignations from Trent Ballerstein (JV football); Melissa Dragovich (bus route driver), Frank Soul (Custodian I - December 31, 2015), and Scott Olson (PhMS assistant boys basketball).
- D. Approval of bills from September 2015 (#339302-339547 and wires) for \$747,498.94.

VIII. The next regular board meeting will be held on November 16, 2015 at 6:00 p.m. Items for discussion include additional compensation fund applications and Friend of Education Award.

IX. Motion (Willett/Burkart) to adjourn at 6:37 pm. Motion carried 9-0.

Respectfully submitted,

Wendy Rodewald, Clerk
Board of Education

**Personnel Report
October 17, 2015 - November 13, 2015**

New Hires/Transfers

Name/Position	Position Description	New Salary	Previous Employee Salary	Effective Date
Timothy (TJ) Podmolik, Head PhMS Girls Basketball Coach	Replace Mike Eggebrecht	\$1,421	\$1,421	Winter Season
Emma Peterson ASP Activities Aide	Replace Connor Murphy	\$11.34/hr	\$11.34/hr	11-02-2015
William (Bill) Zimmerman PES Custodian I	Replace Frank Soul	\$14.42/hr	\$18.93/hr	11-16-2015

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
Connor Murphy	ASP Paraprofessional	Resignation	N/A	1 week	PES