

Phillips Board of Education Regular Board Meeting

Monday, January 21, 2019
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.

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 – 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. Phillips Elementary School Principal Report	Scholz	
	1. Students of the Month		
	B. Phillips Middle/High School Principal Report	Hoogland	
	1. Students of the Month		
	2. PhMS/PHS - Evacuation Report		3-4
	C. Director of Pupil Services Report\	Lemke	
	1. 2017-18 State Assessment Report		
	D. Superintendent Report	Morgan	
	1. Facilities Planning Update		
	2. LCT Committee Update		
	3. State Education Convention		
	E. Financial Manager Quarterly Report	Lehman	PDF
	F. Student Liaison Report	Haberman	
	G. Policy Committee Report	Willett	
	H. Business Services Committee Report	Pesko	
VI.	Items for Discussion and Possible Action		
	A. Full-Day 4-Year Old Kindergarten Program	Scholz	
	B. Open Enrollment Policy Regarding Spaces for Regular and Special Education Students	Morgan	
	C. Approval of 2019-2020 School Calendar	Hoogland	5
VII.	Consent Items		
	A. Approval of Minutes from December 17, 2018 and January 7, 2019 Board Meeting	Pesko	6-8
	B. Approval of Personnel Report		9
	C. Approval of Bills		PDF
VIII.	Items for Next Board Meeting	Pesko	
IX.	Adjourn	Pesko	

Board Report: Evacuation Drill

On Wednesday, January 16, 2019 the School District of Phillips conducted a non-lethal threat evacuation drill. The evacuation site is a ½ mile walk; therefore, staff and students were notified in advance with extra consideration for our special needs students. An announcement was made for two days prior to the drill informing students of the drill and to dress appropriately for the weather. Students were able to take their jackets to class so they would have them for the evacuation drill. The drill was initiated over our public address system to all K-12 staff and students at 10:10 a.m. as, *“Due to an emergency situation, a non-lethal threat, all 6-12 staff must evacuate the building. This is a drill.”* The students had just started 3rd hour. The drill was complete in just over an hour.

Our students and staff were informed to exit the building, gather for attendance, and be dismissed by office staff before walking to the elementary school.

At the elementary school students gathered by Crew to check attendance. Principal Hoogland gave a debriefing announcement covering the purpose of the drill and clarification on some important questions. The students will debrief in Crew on Monday, January 21. The Safety Committee will meet Monday afternoon to discuss the drill and make any needed adjustments to our school safety plan.

There were approximately 388 students and 50 adults present for this drill. Local police officers were present as well as our Superintendent Rick Morgan and School Resource Officer Morgan Carlsen.

Successful highlights:

The staff and students followed directions and moved efficiently to the evacuation site. The success of this drill will prepare all staff and students to use the elementary school gym as a reunification site should we ever have an ALICE lethal threat situation.

Focus areas for the next drill:

Phillips 6-12 Campus feels very confident in the staff and students' ability to quickly evacuate the building if needed; however, the focus of upcoming meetings will be communicating with staff and students when it is safe to move to the reunification site and the process of reuniting students with their parents.

Additional Safety Training 2018/19

August 5 & 6, 2018: 6-12 Principal, Police Chief and Lieutenant attended State Police Chiefs Safe Schools training.

August 7 & 8, 2018: Three staff members and SRO attended Train the Trainer ALICE training to become certified ALICE trainers
Blake Edwards, Tyler Ring, Garith Pipkorn & Morgan Carlsen

August 30, 2018: Introduction to ALICE for all staff, including bus drivers and custodians. Staff were given time to complete the ALICE modules and assessment to become certified in ALICE. All new staff hired after the beginning of school and headstart personnel have been assigned the ALICE training. To date, 90% of staff have completed the training.

September 21, 2018: District ALICE trainers conducted active shooter trainings at the elementary in the morning and at the 6-12 Campus in the afternoon. These trainings were for staff, no students were involved. Simulated active shooter scenarios were carried out with debriefing after each scenario.

September, 2018: K-12 Crew meetings conducted with a focus on school safety.

November 26, 2018: MS Crew meeting dedicated to school safety.

MINUTES OF PHILLIPS Board of Education REGULAR MONTHLY MEETING
Monday, December 17, 2018

- I. The Phillips Board of Education meeting was called to order by President Pesko at 5:00 pm in the 6-12 Learning Center. The Pledge of Allegiance was recited.
- II. Present: Adolph, Burkart, Distin, Fox, Halmstad, Krog, Pesko, Rose Willett and Student Liaison Peterson. Administration present: Superintendent Morgan, Finance Manager Lehman, Principals Hoogland and Scholz, and Pupil Services Director Lemke. Others: Staff, community members, students and Price County 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 - None
- V. Sue Peterson from School Perceptions reported on the survey taken during late November through early December. There was a 19% response rate which is well within the range they expected. Data was shared from the survey questions and the conclusion was that while the community agrees that something needs to happen with the elementary building, neither option had the percentage of votes needed to confidently move forward with the plan. Brad Simonson from HSR Architects and Megan Prestebak from Miron Construction were also present and participated with the question/answer time following the presentation. A special meeting was scheduled for January 7, 2019 to continuing looking at options.
- VI. Administrative and Committee Reports
 - A. Elementary Principal Report
 1. Students of the month for November were David Van De Voort (Kdgn) and Gabby Ulrich (Grade 2).
 2. The holiday concert for grades K-2 was held on December 6 and had record attendance. Mr. Schleife did an excellent job.
 - B. Middle/High School Principal Report
 1. The band concert will be held Monday evening.
 2. A safety drill will be completed in January. The committee is completing plans for the evacuation and reunification process.
 3. Chromebooks have been distributed to about 85% of the students. There have been no major difficulties in this process.
 4. Emma Peterson has been accepted to Yale University for next year.
 5. The staff development committee is looking at a shift in the calendar from 1:00 p.m. dismissals to four full-day inservice days (quarterly). The calendar would begin September 3rd and end June 3rd. A complete calendar will be presented for approval next month.
 - C. Director of Pupil Services Report - No report this month.
 - D. Superintendent Report
 1. The 2019-2020 calendar was discussed earlier.
 2. The 21st Century Grant application has opened and Dale Houdek has been working on community/staff/parent surveys and will be looking for a resolution from the Board to support the before/after school programming.
 - E. Student Liaison Report
 1. Students of the month for November for the middle school were Mandy Angelo (Grade 6), Halle Lehman (Grade 7) and Asa Tobias (Grade 8).

2. The High Quiz Bowl is doing well and will compete in a tournament in February at CESA 12 in Ashland.
- D. Policy Committee Report - The committee met on December 12th and discussed:
1. Second reading of Policy 720.1 Bleacher Safety and 720.2 Playground Equipment Safety. Policies include wording for safe operation and inspection of equipment.
- G. Business services committee met on December 13th and discussed the following:
1. The transition timeline for 7th and 8th grade football to become school-sponsored activities. Grade 6 will remain in the youth program.
 2. Reviewed the community survey data results. There were no changes suggested to the referendum timeline at this point.
 3. Bids will be requested for the next three-year finance audit period.
 4. Marco contract add-on for one copier missed.
 5. Kyle Schleife has completed his student teaching and will be applying for his teaching license.
 6. Chromebooks have been distributed at the high school and students are excited.
 7. Recruiting will continue for world language position.
 8. The starting blocks at the pool are completed..
 9. Reviewed board meeting agenda and bills.
- VI. Items for Discussion and Possible Action
- A. School Perceptions report was recorded above.
 - B. A special board meeting will be held on January 7th at 6:00 pm to continue discussion on survey results, discuss timeline for resolution, and approve document for 21st Century Grant.
 - C. The three-year contract with Eagle Audit and Accounting ended with the 2017-18 audit. They proposed a one-year contract for \$17,250.00. Bids will be requested this year before a decision is made.
 - D. A copier at PES was missed in the transition from EO Johnson to Marco. This copier will be replaced and added to the contract for 46 months at an additional cost of \$5,425.64. Motion (Willett/Burkart) to approve the additional copier. Motion carried 9-0.
- VII. Consent Items - Motion (Willett/Krog) to approve consent items. Motion carried 9-0.
- A. Approved minutes from November 19, 2018 Board meeting.
 - B. Approve hiring of Kyle Schleife as K-12 music teacher beginning January 2nd.
 - C. Approval of second reading of policies as presented during the meeting.
 - C. Approved bills from November 2018 (#344970-345129 and wires) for a total of \$564,453.52.
- VIII. The next regular board meeting will be held on January 21, 2019 at 6:00 p.m. Items to include are state assessment report and 2019-20 calendar..
- IX. Motion (Willett/Krog) to adjourn. Motion carried 9-0. Adjourned at 6:10 p.m.

Respectfully submitted,

Tracie Burkart, Clerk
Board of Education

MINUTES OF PHILLIPS Board of Education REGULAR MONTHLY MEETING
Monday, January 7, 2019

- I. The Phillips Board of Education special meeting was called to order by President Pesko at 6:00 pm in the 6-12 Learning Center. The Pledge of Allegiance was recited.
- II. Present: Adolph, Burkart, Distin (by phone), Fox, Halmstad, Krog, Pesko, Rose, and Willett Administration present: Superintendent Morgan, Principals Hoogland and Scholz, and Pupil Services Director Lemke. Others: Staff, community members, students and Price County Review.
- III. Community Survey Results
 - A. Sue Peterson from School Perceptions reviewed the survey information from the last meeting and added new information from the written comments. The summary remains the same. While the community supports replacing the school, the options listed in the survey are not supported.
- IV. Referendum Timeline
 - A. HSR and Miron Construction representatives presented a new option that would have much more remodeling at PhMS/PHS and move grades 2-5 to PhMS. Grades 7-8 would move to PHS and the '97 section of PES would house 4K to Grade 1 along with Head Start.
 - B. Discussion was opened to the staff and community members in attendance. Following much discussion a motion was made (Krog/Adolph) to move the timeline for the referendum from April 2019 to February or April of 2020. Motion carried 8-0. Consensus of the Board and audience was to continue working with the staff and community this year and come to a plan that meets the needs of our students and has the support of the community.
- V. Support of 21st Century Grant - Motion (Willett/Burkart) to submit a letter of support as read by Jon Pesko to Dale Houdek for use in the 21st Century Grant application. Motion carried 8-0.
- VI. Motion (Willett/Krog) to adjourn. Motion carried 8-0. Adjourned at 8:00 p.m.

Respectfully submitted,

Tracie Burkart, Clerk
Board of Education

**Personnel Report
December 15, 2018 - January 17, 2019**

New Hires/Transfers

Name/Position	Position Description	New Salary	Previous Employee Salary	Effective Date
Jessica Strassburg LTE - Special Ed Aide	Added due to increased student need	\$11.56	N/A	1/14/19

Recruitment

Position	Position Status	Location	Posting Date
FBLA Advisor	Replace Jean Flower	Phillips High School	08-31-2015
World Language Teacher	Replace Steven Ivancich and online program	Phillips High School	01-16-2019

Resignations/Retirements

Name	Position	Resignation/Retirement	Effective Date	Years of Service	Location