

Phillips Board of Education
Regular Board Meeting

Monday, March 18, 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.	Recognition of Donors to the School District of Phillips	Pesko	4
VI.	Administrative Reports and Committee Reports		
	A. Phillips Elementary School Principal Report	Scholz	
	1. Students of the Month		
	2. Feedback from 4K Informational Meeting Held on March 7		
	3. AGR (Achievement Gap Reduction) Mid-Year Report		
	B. Phillips Middle/High School Principal Report	Hoogland	
	1. Students of the Month		
	C. Superintendent Report	Morgan	
	1. Facilities Action Committee Update		
	2. School Closings and Hours of Instruction Update		5
	D. Student Liaison Report	Haberman	
	E. Business Services Committee Report	Burkart	
	F. Curriculum Committee Report	Morgan	
VII.	Items for Discussion and Possible Action		
	A. Full-Day 4-Year Old Kindergarten Program	Scholz	
	B. CESA #12 Contract	Morgan	
	C. Volunteers to Distribute Diplomas at Graduation	Pesko	
	D. 2019-2020 Contract with RVA for Virtual Learning	Morgan	
VIII.	Consent Items	Pesko	
	A. Approval of Minutes from February 18, 2019 Board Meeting		7-9
	B. Approve Second Reading of Policy #661.3 Bad Check Policy		10
	C. Approval of Personnel Report		11
	D. Approval of Bills		PDF
IX.	Items for Next Board Meeting	Pesko	

X.	<p>Motion to convene into executive session at the conclusion of open session pursuant to:</p> <p>A. 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</p> <ul style="list-style-type: none"> ● Administrative Mid-Year Review ● Administrative Contracts ● Staffing Reports for 2019-20 ● Consider Retirement Request <p>B. WI Stat. Sec. 19.85(1)(g) for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.</p> <ul style="list-style-type: none"> ● Confer with Legal Counsel 	Pesko	
XI.	<p>The Board may reconvene into open session pursuant to WI Stat. Sec. 19.85(1), if necessary, to act on motions made during the executive session.</p>	Pesko	
XII.	<p>Adjourn</p>	Pesko	

Donations from October 1, 2018 - February 28, 2019

Cash Donations:

Club 13 - Rib Fest for Tech Ed	\$7,104.00
JC Builders - Rib Fest for Tech Ed	\$ 300.00
Phillips Medisize Rib Fest for Tech Ed	\$ 500.00
Kennan Lions Club - Marching Band	\$ 200.00
Flambeau Nordic Ski Club - Cross Country	\$2,300.00
Knights of Columbus - Independent Living Classroom	\$ 181.28
In Memory of Carl Marschke/STEM Program	\$ 25.00
Justin Drljaca - New Scholarship	\$2,500.00
Speer Law Office - Mock Trial Team	\$ 50.00
Bant Law Office - Mock Trial Team	\$ 50.00
Aquatic Foundation - Pool supplies/equipment	\$2,661.47
Phillips Area Clergy	\$ 75.00

Logger United Booster Club

Bandanas for all students at Homecoming
Athletic Event tickets/concessions for sponsors
Parent Institute Magazine to all elementary parents

Ongoing Donations:

R-Store Logger Pump - 3rd Qtr 2018	\$1,397.36
R-Store Logger Pump - 4th Qtr 2018	\$1,142.94

AnnMarie Foundation

Noise cancelling headphones for state testing	\$1,200.00
Equipment for social media/publications course	\$ 546.00
iPads for Grade 1 classroom	\$4,000.00
iPads for middle school classroom	\$1,500.00
Glass kiln for art department	\$ 650.00

Material Donations:

Phillips Middle/High School

Victory Christian Center - Food Pantry/Weekly donations

Phillips Elementary

Anchor of Truth Church - Food for Snack Packs)

**SCHOOL DISTRICT OF PHILLIPS BOARD OF EDUCATION
TOPIC SUMMARY SHEET**

MEETING DATE: March 18, 2019

TOPIC: School Cancellation Make Up Plan

BACKGROUND: There have been six snow/cold days off school this year so far. The plan for staff/students to make up these days is as follows:

January 25 - Students did not attend. Teachers worked from 9:00 am - 3:00 pm

January 30 - Professional staff and teacher aides will be scheduled to work on June 6

January 31 - Flexible schedule options as communicated by direct supervisors (use of PTO, or document one day of work time at school to be completed by June 15)

February 4 - April 22 will be a full day of school with students

February 12 - Flexible schedule options (see 1/31)

February 25 - Teachers will be scheduled to work on June 7. Aides will not be required to work on June 7. Aides may use flexible schedule options (see 1/31)

BUDGET/FISCAL IMPACT: N/A

POLICY IMPACT: N/A

AGENDA CATEGORY:

- Policy/Issues
- Monitoring Data
- Consent Agenda
- Other

PROPOSED MOTION: Information only, no motion needed.

RATIONALE: N/A

CONTACT: Rick Morgan **PHONE :** 715-339- **E-MAIL:** rmorgan@phillips.k12.wi.us

**SCHOOL DISTRICT OF PHILLIPS BOARD OF EDUCATION
TOPIC SUMMARY SHEET**

MEETING DATE: March 18, 2019

TOPIC: State Assessment Schedule

BACKGROUND: The following assessments are scheduled for this Spring:

Forward Exam

Grades 3-5 April 16-17, April 23-25

Grades 6-7 April 16-17

Grade 8 April 23-26

Grade 10 April, specific dates TBD

ACT Aspire

Grades 9-10 May 1-2, 7-8

BUDGET/FISCAL IMPACT: N/A

POLICY IMPACT: N/A

AGENDA CATEGORY:

- Policy/Issues
- Monitoring Data
- Consent Agenda
- Other

PROPOSED MOTION: Information only,
no motion needed.

RATIONALE: N/A

CONTACT: Vicki Lemke **PHONE :** 715-339- **E-MAIL:** vlemke@phillips.k12.wi.us

MINUTES OF PHILLIPS Board of Education REGULAR MONTHLY MEETING
Monday, February 18, 2019

- 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, and Willett. Absent: Rose & Student Liaison. Administration present: Superintendent Morgan, Finance Manager Lehman, Principals Hoogland and Scholz, and Pupil Services Director Lemke. Others: Staff, students community members, 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. Administrative and Committee Reports
 - A. Elementary Principal Report
 1. Students of the month for December were Abigail Edinger (Kdgn) and Philip McClain (Grade 5)
 2. The Logger Learning Team event was cancelled due to weather and will not be rescheduled. Teachers will be sharing data with parents and the sharing jars will be sent home. The next event will be the Celebration of Success this spring.
 - B. Middle/High School Principal Report
 1. The Senior class has been working diligently to prepare for graduation – three are currently enrolled at NTC in the Welding Academy, two are working in the machine tool academy, five have completed or are working on CNA certification, nine are involved in Youth Apprenticeship. Fifteen students are taking AP English, five are taking AP chemistry, and 15 are taking AP Calculus. The class has 57 students graduating with 25 graduating with honors (3.35 or above).
 2. PHS Co-Valedictorian is Lokesh Kumaravel earning a 4.0 GPA while being involved in many school activities. Lokesh is the son of Kuppan and Priya Kumaravel. Lokesh plans to attend UW/Madison to prepare for a career as a medical doctor.
 3. PHS Co-Valedictorian is Kate Lochner earning a 4.0 GPA while being involved in many school activities. Kate is the daughter of Tom and KC Lochner. Kate plans to attend UW-Lacrosse to prepare for a career as a physician assistant.
 4. PHS Co-Valedictorian is Emma Peterson earning a 4.0 GPA while being involved in many school activities. Emma is the daughter of Marc and Megan Peterson. Emma plans to spend a year serving in Senegal before attending Yale University's pre-med program.
 5. The Academic Excellence Scholarship will be awarded to Kate Lochner.
 6. The band and choir trip to New York leaves March 12, 2019. All costs have been covered for the trip for those students who have not yet reached their fundraising goal. The students will continue to work on paying their portion to the district.
 7. Students of the month at PhMS for January were Ayden Tobias (6), Jayelin Tucke (7), and Chasey Edinger (8)
 8. Quarterly Student Awards at PHS were Layla Huffman (11), and Taber Fawley (10).
 - C. Director of Pupil Services Report

1. Juniors will be taking the ACT on Wednesday, February 20th. The only makeup day is scheduled for March 12.
 2. Juniors will be taking the WorkKeys test on Thursday, February 21st. Both tests will be taken onsite as the BW University facility was not available this year.
- D. Superintendent Report
1. Megan Prestebak from Miron Construction was here on February 14th and presented information to the staff on how they can be a part of an action committee beginning February 27th and meeting through the spring.
 2. CESA #10 will have the safety window film available for districts this spring.
- E. Student Liaison Report (given by Colin Hoogland in liaison's absence)
1. Winterfest was held last week with many outdoor and indoor activities. The week ended with a dance on Saturday evening
 2. Mock Trial team will be competing at the State level in March for the first time in school history.
 3. Hockey finished its season in regional play. Wrestling had 11 individuals and the team advance to sectionals with three individuals moving on to State competition later this week. Girls high school basketball begins the region tournament this week. If boys basketball wins in this week's games they will tie for conference champions. Middle school basketball had five games cancelled due to weather. They won all games they played.
 4. High school forensic competition was postponed due to weather, middle school forensics has completed their first round of competition and advanced all but one group to the district level.
- F. Policy Committee Report - The committee met on February 13th and discussed:
1. Policy #462 Technical Excellence Scholarship - changes were made to meet state regulations. This policy is being forwarded for 1st and 2nd reading tonight.
 2. Policy #661.3 Bad Checks is a new policy which allows for a 60-day period for the check writer to rectify the debt before the district takes action.
 3. Mark Distin will present his input from the convention regarding social media at the full board meeting.
 4. Policy #461 Academic Excellence Scholarship was discussed with audience participation about the tie-breaking rules. This policy will be reviewed at next month's meeting.
- G. Business services committee met on February 14th and discussed a retirement request (will be in closed session), met with Jason McMillan regarding transportation vacancies, vehicle requests, conference request and building maintenance needs. There was an update on the 4-year old kindergarten planning process. The financial audit bid from CLA was reviewed, and state budget predictions were discussed. Due to school closing and hours of instruction requirements, administration is recommending April 22nd be designated as a school day. Mr. Berens presented summer projects for review. The bills were reviewed.
- VI. Items for Discussion and Possible Action
- A. Mark Distin, Rick Morgan and Molly Lehman shared highlights from the State Education Convention they attended in January.
 - B. Staffing update for 2019-20 was tabled to closed session.
 - C. Mark Distin and Rick Morgan will attend the 2019 Legislative meeting in Medford on March 4th.
 - D. Discussion was held on the process to move to a four-day, four-year old kindergarten program. Area schools were surveyed with 80% providing a four or

five day program. Each district's program varies in rest times, unstructured play times, and academic times. At this point we are expecting 45 students. Of those parents who have responded, nine of 11 indicated they would support a four-day program. Dave Scholz was directed to provide a time before the next board meeting for a parent meeting to discuss concerns. The board will make a final decision at the March meeting.

- E. The curriculum committee did not meet in February. A meeting will be schedule prior to the next board meeting.
 - F. Motion (Krog/Adolph) to approve a three-year contract with CliftonLarsonAllen (CLA) as district auditors beginning with the 2018-19 school year. Motion carried 8-0.
- VII. Consent Items - Motion (Willett/Distin) to approve consent items. Motion carried 8-0.
- A. Approved minutes from January 21, 2019 Board meetings.
 - B. Approve first and second reading of Policy #462 Technical Excellence Scholarship.
 - C. Approved personnel report - no changes from January 2019.
 - C. Approved bills from January 2019 (#345279-345999 and wires) for a total of \$516,017.90.
- VIII. The next regular board meeting will be held on March 18, 2019 at 6:00 p.m. Items to include are 4K program, curriculum committee and forest committee reports, and distribution of diplomas.
- IX. Motion (Willett/Adolph) to convene into executive session at the conclusion of the open session pursuant to:
- A. 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.
 - Administrative Mid-Year Review
 - Administrative Contracts
 - Staffing Report for 2019-20
 - Consider Retirement Request
 - B. WI Stat. Sec. 19.85(1)(g) for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.
 - Confer with Legal Counsel
- X. The Board may reconvene into open session pursuant to WI Stat. Sec. 19.85(1), if necessary, to act on motions made during the executive session. Motion carried with roll call vote 8-0 at 6:08 p.m.
- XI. Motion (Willett/Krog) to reconvene into open session at 7:40 p.m. Motion carried 8-0.
- XII. Motion (Distin/Willett) that administration shall carry out the directive of the Board of Education in accordance with Section 7 of the Employee Handbook in regards to retirement request. Motion carried 8-0.
- IX. Motion (Willett/Krog) to adjourn at 7:48 p.m.. Motion carried 8-0.

Respectfully submitted,

Tracie Burkart, Clerk
Board of Education

BAD CHECK POLICY**661.3**

When the District receives a check from a student or parent that, when deposited, is returned marked "insufficient funds", the District Administrator shall provide an opportunity for the payer to make proper payment or to arrange for a satisfactory payment schedule not to exceed 60 days. If payment is not received within sixty (60) days, the payment schedule is not adhered to, or the monies do not appear to be collectable, the Board of Education authorizes the District Administrator to remove the fee or charge from the District's Accounts Receivable and to take appropriate action against the student and/or the parents.

Adopted: 03/18/2019

**Personnel Report
February 16, 2019 - March 15, 2019**

New Hires/Transfers

Name/Position	Position Description	New Salary	Previous Employee Salary	Effective Date

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
Paraprofessional	Replace Patrick Croy	Phillips Elementary	03-01-2019
Bus Route Driver (2)	Replace Ed Riley and Kathy Severson	Bus Garage	03-01-2019
Speech/Language Pathologist	Staffing Plan	Districtwide	03-06-2019

Resignations/Retirements

Name	Position	Resignation/Retirement	Effective Date	Years of Service	Location
Tim Brown	Technology Ed Teacher	Retirement	6-5-2019	32	PHS/PhMS
Patricia Kaliska	Kgdn Teacher	Retirement	6-5-2019	29	PES
Kathleen Severson	Bus Driver	Retirement	6-5-2019	40.5	Bus Garage
Clarence (Ed) Riley	Bus Driver	Retirement	4-10-2019	36	Bus Garage
Patrick Croy	Paraprofessional	Resignation	2-25-2019	8	PES
Leanne Benson	Cook I	Resignation	3-10-2019	1.5	PES Kitchen

EDTLOC SRC FUNC	PRJ LOC SRC	2018-19 Revised Budget	2017-18 February Budget	February 2018- Monthly Activi	February 2017- Monthly Activi	2018-19 FYTD Activity	2017-18 FYTD Activity	2018-19 FYTD %	2017-18 FYTD %
10R---	180 41800-		5,400.00						
	---		5,400.00						
	---		5,400.00						
10R---	180 41900-								

10R---	180 50000-								

10R---	211 50000-	3,943,802.00	4,239,337.00	1,023,786.07	880,657.74	2,260,051.96	2,503,358.73	57.31	59.05
	---	2,478.00	2,269.00	370.51	421.86	926.28	1,170.61	37.38	51.59
10R---	213 50000-								
	---	4,000.00	9,465.00			3,037.37	2,228.54	75.93	23.55
10R---	249 50000-								
	---	1,500.00	1,416.00			1,555.00	103.67		
10R---	264 50000-								
	---	11,000.00	12,650.00	943.00	1,178.00	9,995.00	9,725.00	90.86	76.88
10R---	271 50000-								
	---	11,000.00	13,000.00	2,215.00		6,644.52	7,220.40	60.40	55.54
10R---	279 50000-								
	---	9,000.00	7,600.00	2,076.36	678.78	15,660.32	4,773.67	174.00	62.81
10R---	280 50000-								
	---	21,000.00	40,000.00				3,000.00		7.50
10R---	291 50000-								
	---	15,000.00	18,100.00	60.00	560.00	14,947.00	12,888.00	71.18	71.20
10R---	292 50000-								
	---	266,042.00	231,692.00	2,700.00	92.03	10,678.84	7,773.54	71.19	51.82
10R---	293 50000-								
	---	6,462.00	2,100.00				601.45		28.64
10R---	345 50000-								
	---	4,385.00	61,226.00						
10R---	515 50000-								
	---	29,259.00	23,755.00						
10R---	517 50000-								
	---	3,239,871.00	2,918,331.00	5,520.00		1,274,276.00	1,147,462.00	39.33	39.32
10R---	612 50000-								
	---	126,092.00	23,892.00			5,520.00	5,520.00	4.38	23.10
10R---	613 50000-								
	---	210,000.00	199,181.00	83,659.00	69,850.00	167,318.00	139,700.00	79.68	70.14
10R---	621 50000-								
	---	1,650.00	1,810.00	1,514.85	1,638.40	1,514.85	1,638.40	91.81	90.52
10R---	621 50000-								
	---	14,811.00	7,071.00						
10R---	630 50000-								
	---	515,352.00	352,800.00						
10R---	650 50000-								
	---	92,601.00	1,000.00						
10R---	660 50000-								
	---	172,715.00	179,397.00						
10R---	691 50000-								
	---	143,541.00	171,394.00						
10R---	695 50000-								
	---	42,500.00	42,500.00						
10R---	730 50000-								

10R---	751 50000-								

10R---	780 50000-								

10R---	861 50000-								

10R---	878 50000-								

10R---	964 50000-								
	---	25,000.00	25,000.00						
10R---	971 50000-								
	---	10,000.00	10,000.00						
10R---	990 50000-								
	---	200.00	200.00						
10R---	999 50000-								
	---	8,980,487.00	8,752,038.38	1,122,844.79	962,289.97	3,865,805.29	4,055,841.90	43.05	46.34
10-----	----								
	----	8,980,487.00	8,752,038.38	1,122,844.79	962,289.97	3,865,805.29	4,055,841.90	43.05	46.34

Grand Revenue Totals

FDT	OBJ FUNC	PRJ	OBJ	2018-19 Revised Budget	2017-18 February Monthly Activity	2018-19 February Monthly Activity	2017-18 February Monthly Activity	2018-19 FYTD Activity	2017-18 FYTD %	2018-19 FYTD %
10E	11		UNDIFFERENTIATED CURRICULUM	1,730,015.00	1,733,407.77	152,365.73	133,927.88	956,973.66	55.32	56.68
10E	12		REGULAR CURRICULUM	1,787,742.52	1,804,061.00	153,795.01	154,535.37	1,065,284.36	59.59	56.40
10E	13		VOCATIONAL CURRICULUM	337,145.00	344,455.00	30,438.94	27,413.56	214,254.76	63.55	59.93
10E	14		PHYSICAL CURRICULUM	168,290.00	167,250.00	12,407.64	12,264.73	95,775.65	56.91	57.09
10E	16		CO-CURRICULAR ACTIVITIES	143,535.00	146,233.00	4,329.58	3,544.03	68,202.94	47.52	47.06
10E	17		OTHER SPECIAL NEEDS	14,858.00	15,258.00	210.27	710.37	5,780.57	38.91	52.93
10E	21		PUPIL SERVICES	242,618.89	170,939.00	22,567.39	16,929.28	140,702.86	57.99	51.09
10E	22		INSTRUCTIONAL STAFF SERVICES	301,608.43	212,984.00	15,517.62	19,360.43	167,075.08	55.39	70.90
10E	23		GENERAL ADMINISTRATION	265,543.00	265,543.00	16,310.15	15,965.48	177,891.60	66.99	60.43
10E	24		SCHOOL BUILDING ADMINISTRATION	593,202.00	569,101.00	39,497.37	35,364.37	327,336.74	55.18	59.71
10E	25		BUSINESS ADMINISTRATION	1,989,621.98	2,053,453.12	138,393.25	118,955.25	1,172,416.61	58.93	52.49
10E	26		CENTRAL SERVICES	28,460.00	337,767.00	3,767.70	15,481.81	19,511.05	68.56	45.13
10E	27		INSURANCE & JUDGMENTS	142,192.00	143,555.00	66,903.31	35,403.76	131,750.16	92.66	108.38
10E	28		DEBT SERVICES	50,426.00	36,539.37	4,258.70	4,120.70	35,181.84	69.77	54.89
10E	29		OTHER SUPPORT SERVICES	289,430.30	153,738.00	15,927.90		176,537.49	60.99	98.23
10E	41		TRANSFERS TO ANOTHER FUND	866,000.00	807,411.00					
10E	43		PURCHASED INSTRUCTIONAL SERV	517,079.00	552,191.00	2,190.80		24,350.60	4.71	5.87
10E	49		OTHER NON-PROGRAM TRANSACTIONS	2,040.00	2,040.00			528.66	25.91	
Grand Expense Totals				9,469,807.12	9,515,926.26	678,881.36	593,977.02	4,779,554.63	50.47	49.46

Funds Available to the District as of February, 2019:

First National Bank (General Checking) 1,455,652.85
 Local Gov't Investment Pool 743,726.48
 First National Bank (Savings) 4,330.18
Total 2,203,709.51

Current Line of Credit Balance (\$1,500,000 max) 1,500,000
Total Borrowed (through 02/28/19): 0.00

Number of Accounts: 1231

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