



# Wisconsin Rapids Board of Education

510 Peach Street · Wisconsin Rapids, WI 54494 · (715) 424-6701

## MINUTES

John A. Krings, President  
John Benbow, Jr.  
Larry Davis  
Sandra K. Hett  
Anne Lee  
Katie Medina  
Mary E. Rayome

February 12, 2018

### REGULAR BOARD OF EDUCATION MEETING

LOCATION: Thomas A. Lenk Educational Center, 510 Peach Street, Wisc. Rapids, WI 54494  
Conf. Rm. A/B

TIME: 6:00 p.m.

BOARD MEMBERS PRESENT: John Krings, Sandra Hett, Mary Rayome, John Benbow, Anne Lee, Larry Davis, Katie Medina

ADMINISTRATION PRESENT: Craig Broeren, Daniel Weigand, Ryan Christianson, Kathi Stebbins-Hintz, Matt Green, Ed Allison, Margie Dorshorst, Phillip Bickelhaupt

MEDIA PRESENT: Jesse Austin – River Cities Community Access

President John Krings called the meeting to order at 6:00 p.m.

Pledge of Allegiance

Roll Call

#### Give Some Love Away Presentation

Margie Dorshorst, Principal of Mead Elementary Charter School, and Kimberly Martin, Grade 2 Teacher at Mead, presented on a special video project related to bullying named “Give Some Love Away” that students from Mead developed. Students Levi Graf, Olivia Hamin, Dexter Pankratz, and Melody Baria explained their involvement in the project and highlighted what they learned from it. Board members expressed deep appreciation for the important message that the video portrays, and thanked the staff and students from Mead for their efforts to change the world in positive ways.

#### Student Representative’s Report

Desiree Alu reported on the following:

- The annual “Sportainment Night” event organized by the Lincoln Sports and Entertainment Marketing class is coming up on February 22, 2018, with proceeds raised to go toward the traumatic brain injury rehabilitation fund of John Arendt who was injured in a vehicle accident involving distracted driving.
- Students participating in the DECA District 2 Career Development Conferences in January brought home a record number of medals and awards. Thirty-eight students are advancing to compete at the State level.
- Student Council has won the “Spirit of Excellence” award. Desiree provided an album to the Board containing articles and photos which portray the numerous opportunities at LHS that exist for students.

#### Approval of Minutes

**Motion by Mary Rayome, seconded by Larry Davis to approve regular Board of Education meeting minutes of January 15, 2018; and special closed session meeting minutes of January 15, 2018. Motion carried unanimously.**

#### Comments from Citizens and Delegations

None.

Committee ReportsA. Business Services Committee – February 5, 2018. Report given by John Benbow.

Mr. Benbow reviewed the following consent agenda item brought before the Board through the Business Services Committee, and asked if there were any motions to be held:

- BS-1 Approval of a proposal to contract for appraisals of Vesper Elementary School, River Cities High School, and East Junior High School.
- BS-2 Approval of a proposal to purchase 40 Epson PowerLite 109W LCD projectors from Tierney Brothers at a cost of \$22,880.00, to be funded from the 2017-2018 District Technology budget.
- BS-3 Approval to contract for a network penetration test as proposed by PDS at a cost of \$18,000.00, to be funded from the 2017-2018 District Technology budget and Technology referendum budget.
- BS-4 Approval to purchase 8 Juniper EX3400 network switches from AE Business at a cost of \$16,444.00 and 20 Meraki wireless access points from PDS at a cost of \$12,082.20, to be funded 40% from the District Technology referendum budget and 60% from the Federal eRate program.

**Motion by John Benbow, seconded by Larry Davis to approve consent agenda items BS 1-4. Motion carried unanimously on a roll call vote.**

Mr. Benbow provided updates and reports on:

- Purchases for exterior wall repairs at Howe Elementary, snow plowing costs, 4K site programming, and police liaison officer services.
- Lincoln band students are currently fund raising for the purchase of new band uniforms. Uniforms being used at the present time were purchased at least 25 years ago and they are falling apart, stained, and malodorous. With freshmen being added to the Marching Band in 2018-19, there will not be enough uniforms to outfit everyone. Color Guard was added to the Marching Band last year, and they do not have a uniform that complements the Marching Band. Twelve uniforms will be included in the purchase for Color Guard participants. The uniforms are expected to arrive by mid-July in time for group pictures, at a total cost of \$39,789.80.

**Motion by John Benbow, seconded by Katie Medina to approve the balance of the Business Services Committee report and minutes of the regular February 5, 2018 Business Services Committee meeting. Motion carried unanimously.**

B. Personnel Services Committee – February 5, 2018. Report given by Sandra Hett.

Ms. Hett reviewed the following consent agenda items brought before the Board through the Personnel Services Committee, and asked if there were any motions to be held:

- PS-1 Approval of the support staff appointment of Robyn Vicker (Noon Aide – Washington).
- PS-2 Approval of the support staff resignations of Troy Brey (Custodian – Lincoln), Ashley Kurz (Special Ed Aide – Mead), and Nancy Graf (Secretary - Mead).
- PS-3 Approval of the support staff early retirement request of Debra Haynes (Special Ed Aide – WRAMS).
- PS-4 Approval of the professional staff early retirement request of Jacquelyn Weinhold (Teacher – Grant/Grove) including participation in the early retirement health benefits as currently outlined in the District's Professional Staff Employee Handbook.
- PS-5 Approval of the administrative staff restructuring configuration as presented by administration to take effect in 2018-19, including the placement of Roxanne Filtz as Principal of THINK Academy, Patti Ritchay as an Associate Principal at Wisconsin Rapids Area Middle School, and Jennifer Wilhorn as Assistant Director of Curriculum.

**Motion by Sandra Hett, seconded by Mary Rayome to approve consent agenda items PS 1-5. Motion carried unanimously.**

**Motion by Sandra Hett, seconded by Mary Rayome to approve the balance of the Personnel Services Committee report and minutes of the regular February 5, 2018 Personnel Services Committee meeting. Motion carried unanimously.**

C. Educational Services Committee – February 5, 2018. Report given by Anne Lee.

Ms. Lee reviewed the following consent agenda items brought before the Board through the Educational Services Committee, and asked if there were any motions to be held:

ES-1 Approval of extending the current lease agreement between BGCWRA and WRPS until May 31, 2020.

ES-2 Approval of the 2018-19 Wisconsin Rapids Public Schools Strategic Plan.

ES-3 Approval of the Assistant Director of Curriculum and Instruction job description, to be filled beginning with the 2018-19 school year.

**Motion by Anne Lee, seconded by Mary Rayome to approve consent agenda items ES 1-3. Motion carried unanimously.**

Ms. Lee provided updates and reports on:

- Boys & Girls Club of the Wisconsin Rapids Area (BGCWRA) – Kent Anderson, Executive Director of BGCWRA and Bret Salscheider, CEO of South Wood County YMCA, updated the Committee on programming and future plans for both organizations at the Rapids Mall location. Both expressed interest in continuing to have a strong relationship with WRPS. Mr. Anderson also spoke of the SPARK Program slated for implementation at Howe Elementary School. Tina Miller, Principal at Howe, explained how the program provides literacy support for students through a grant from Education Analytics, Inc. The grant is \$100,000 awarded to BGCWRA each year for three years. Approximately 80 students with the highest needs will be involved. A Literacy Coordinator who is a certified teacher will be hired, as well as a Family Engagement Coordinator and tutors.
- Achievement Gap Reduction (AGR) Report – Ms. Stebbins-Hintz provided a hand-out with information on the AGR process and results of how schools are doing. Information reported was from various screeners administered at the beginning of the year, end of trimester 1, and mid-year.
- Student Travel Update – Ms. Stebbins-Hintz shared that 12 orchestra students, chaperoned by Ginger Marten, Orchestra Teacher, will be attending the Dorian Orchestra Festival at Luther College in Minnesota on February 11 and 12. Orchestra and choir students from LHS will be traveling to Minneapolis, Minnesota on March 10 to see *School of Rock*. On March 22-28, forty-three students from LHS will be traveling to Orlando, Florida to participate in the Orlando Heritage Festival. After three performances, the students will visit Universal Studios, Disney Parks, and Cocoa Beach.

**Motion by Anne Lee, seconded by Larry Davis to approve the balance of the Educational Services Committee report and minutes of the February 5, 2018 Educational Services Committee meeting. Motion carried unanimously.**

#### Agenda Referrals/Information Requests

None.

#### Legislative Agenda

Mr. Benbow shared information concerning his attendance at the Wisconsin Association of School Boards (WASB) State Education Convention.

Superintendent Broeren explained that Assembly Bill 805 addresses the Concurrent Enrollment “Fix” introduced in conjunction with the Early College Credit Program (ECCP) adopted in the 2017-19 State Budget. AB 805 has been undergoing public hearings and is slated to be taken up in an Assembly session soon. As adopted, the ECCP significantly altered the funding model for concurrent enrollment programs, requiring school districts to pick up 75% of the costs while the State picks up 25%.

#### Bills

**Motion by Mary Rayome, seconded by Larry Davis to note January, 2018 receipts in the amount of \$10,911,052.70 and approve January, 2018 disbursements in the amount of \$7,384,135.93. Motion carried unanimously on a roll call vote.**

New Business

Employee Retirement Requests

Superintendent Broeren presented the following administrator early retirement recommendations to include participation in early retirement health benefits as stipulated in the *Administrator Benefits* document:

Margie Dorshorst	Location:	Mead Elementary Charter School
	Position:	Principal (1.0 FTE)
	Effective Date:	June 14, 2018
	Date of Hire:	August 19, 1985
Steven Smith	Location:	District
	Position:	Pupil Services Coordinator (1.0 FTE)
	Effective Date:	January 25, 2019
	Date of Hire:	August 19, 1994

**Motion by Mary Rayome, seconded by Larry Davis to approve of the early retirement requests of Margie Dorshorst and Steven Smith as presented. Motion carried unanimously.**

Dr. Ryan Christianson, Director of Human Resources, presented the following professional staff early retirement request which would include participation in the early retirement health benefits as currently outlined in the District’s Professional Staff Employee Handbook:

Mary Mertes	Location:	Mead Elementary Charter School
	Position:	Teacher (1.0 FTE)
	Effective Date:	June 7, 2018
	Date of Hire:	August 21, 1987

**Motion by Mary Rayome, seconded by Larry Davis to approve of the early retirement request of Mary Mertes to include participation in the early retirement health benefits as currently outlined in the District’s Professional Staff Employee Handbook. Motion carried unanimously.**

Administrator Contract Language

Superintendent Broeren stated that in light of the District’s move to trimester scheduling in recent years, current language concerning retirement notification found in administrator contracts needs to be revised to better align it with the trimesters. He recommended the following language revision for the Board’s consideration:

Current language: *Administrators shall make written application to the Superintendent one semester prior to the expected date of retirement. Requests for retirement during a school year for other reasons may be considered on an individual basis.*

Proposed language: *Administrators shall make written application to the Superintendent on or before August 1 to retire by January 1, or by January 1 to retire by the end of the contract year. Requests for retirement during a school year for other reasons may be considered on an individual basis.*

**Motion by Larry Davis, seconded by John Benbow to approve of the proposed language change pertaining to retirement date notifications in administrator contracts, as presented. Motion carried unanimously.**

Employee Personal Appliance Fee Schedule

Mr. Broeren explained that a history of personal appliance fee revenues generated over the past eight years was recently shared with the Board:

2010-11.....	\$2,850.00	2014-15 .....	\$2,540.00
2011-12.....	\$2,500.00	2015-16 .....	\$2,110.00
2012-13.....	\$2,790.00	2016-17 .....	\$1,790.00
2013-14.....	\$1,950.00	2017-18 .....	\$1,980.00

The appliance fee schedule was established in July, 2010 in response to budgetary constraints. The schedule was modified in 2013-14 to allow employees the use of up to two personal items (coffee maker, lamp, radio, coffee cup warmer, or digital photo frame) in their work area at no cost. The current schedule is as follows:

<u>Appliance (required fee)</u>	<u>Fee</u>
Electric Heater .....	\$40.00
Air Conditioner .....	\$40.00
Small Refrigerator .....	\$40.00
Microwave .....	\$20.00

<u>Appliance (first two items free)</u>	
Coffee Maker .....	\$10.00
Lamp .....	\$10.00
Miscellaneous .....	\$10.00

*(radios, coffee cup warmers, digital photo frames, etc.)*

Mr. Broeren stated that he understands the rationale as to why the fee schedule was initially implemented; however, staff time spent on tracking the fees and the negative effect the schedule has on staff morale outweigh the advantages of continuing personal appliance fee collections. He recommends that the Board consider eliminating the fee schedule beginning with the 2018-19 school year.

The Board discussed the recommendation. While the Board is in favor of treating employees as professionals using their discretion in determining what appliances would be appropriate to bring into their workspace areas without adding significant expense to District utility costs, some concern was expressed about the use of appliances such as heaters, small refrigerators, and air conditioners in particular since some of these items are adding expense by using electricity 24 hours per day.

Ed Allison, Director of Buildings & Grounds, explained that at the time the fees were implemented, not only were the projected energy savings a consideration because of the sheer numbers of personal appliances being housed in classrooms at the time, but also the draw of electricity by certain items had been causing electrical breakers to blow frequently. There were too many appliances in classrooms and work areas drawing power loads.

The Board discussed eliminating the fee schedule with a caveat that building principals and the Director of Buildings & Grounds have the final approval for employees to utilize air conditioners, heaters, and small refrigerators in their work areas. Additionally, employees who bring in multiple appliance items (such as too many lamps or other items) that the Administration deems unnecessary would need to be removed.

**Motion by Larry Davis, seconded by John Benbow to approve of eliminating the employee Personal Appliance Fee Schedule effective at the beginning of the 2018-19 school year, with a caveat that administrator approval will be required for air conditioning units, heaters, and small refrigerators. Motion carried on a vote of 6-1. Sandra Hett voted no.**

2018-19 District Budget

Mr. Broeren provided an update to the Board concerning the 2018-19 District budget, which will not be finalized until October when the District levy is certified. As it stands now, preliminary projections are for a \$1.4 - \$1.5 million deficit. Circumstances will likely change as revenue/expenditures are finalized for this fiscal year and modifications to areas of transportation (adding a vehicle for student transport), summer school, as well as staffing and any potential increases in staff compensation are taken into consideration.

Following is a breakdown of the predicted shortfall:

<u>Budget Changes</u>	
Revenue Limit .....	\$409,634.00
Health Insurance Premium Increase .....	\$802,947.00
Staff Raises .....	\$1,060,984.00
<u>Additional Programs</u>	
Summer School Pay Increase (\$14 to \$25).....	\$174,601.00
Transportation – Additional Staff Vehicle .....	\$35,000.00
Eliminate Employee Personal Appliance Fee.....	\$1,790.00
<u>Legislative Reductions</u>	
Per Pupil Categorical Aid .....	( <u>\$1,000,200.00</u> )
<b>TOTAL Projected Deficit.....</b>	<b><u>\$1,484,756.00</u></b>

Mr. Broeren reminded the Board that additional debt was also taken on in conjunction with the District construction projects, and Mr. Weigand is exploring ways to adopt an aggressive repayment schedule for a portion of these debts. Modifying the debt schedules is a possibility to help ensure that the District maintains programs and adequate staffing. While the current construction project dollars allocated will facilitate moving 8<sup>th</sup> grade to WRAMS and 9<sup>th</sup> grade to Lincoln, future needs will continue to exist in areas of technology and curriculum upgrades, as well as deferred maintenance projects beyond the energy savings and building envelope upgrade projects currently being undertaken.

The Board questioned whether the number of employee retirements anticipated might ease the budget deficit. Dr. Christianson explained that the Administration anticipates a lower number than normal of retirees at the end of this fiscal year. Six have come forward already, but not many more are expected.

The potential for savings in the area of health insurance premiums was discussed. As of January, the increase stands at 4%, which is less than the 8% cap on the plan. Health Savings Account (HSA) contributions by employees have helped to positively change the District experience rating which ultimately affects premiums. Many options are being considered with regard to the employee health plan; however, the District must also strive to maintain a viable, comprehensive benefit package that attracts and retains employees.

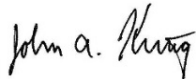
When the Board questioned how the District benefit package compares to neighboring districts, Dr. Christianson explained that health related benefits are quite similar in offering. Differences exist in areas such as the early retirement plan for staff. The District health retirement benefit for professional staff continues to be highly competitive when compared to plans in other districts. In fact, some districts such as Stevens Point have completely eliminated this benefit.

More information concerning the 2018-19 District budget will be shared in the future as it becomes available.

Calendar

Calendar items were reviewed.

President Krings adjourned the meeting at 7:04 p.m.



John A. Krings – President

Maurine Hodgson – Secretary

Larry Davis – Clerk