**SCHOOL DISTRICT OF POYNETTE**

**REGULAR MEETING OF THE BOARD OF EDUCATION**

**HIGH SCHOOL IMC**

**MONDAY, MARCH 21, 2016**

President Lucey called the meeting to order at 7:00 pm. Roll call: Lucey, Cibulka, Redell, Noble, Tomlinson, Thays, McIlrath. Administration: Shappell, Dallman, Chittick, Pritzl, Hausser, Hoernke, Hazard.

Motion by Mcllrath/Noble to approve the agenda. Motion carried with all present voting yes.

Motion by Cibulka/Thays to approve the minutes of the February 22, 2016 meeting. Motion carried with all present voting yes.

Motion by Tomlinson/Lucey to approve the Treasurer’s Report. Motion carried with all present voting yes.

**Reports**

* Student Council Representative Brittany Knuteson reported on high school activities including NHS plans to run a blood drive in April, the PHS Drama Club performance of the play, *Our Town*, the Forensics Teams advancing 12 members to continue on at the state level, Band and Choir students’ participation at state Solo & Ensemble, several unique technical education field trips, and a Columbia County Youth Retreat for six of our students to help analyze Youth at Risk and Behavior Data.

Administrator Reports

* Mr. Hausser informed the board of the recent elementary curriculum changes in 4K for math and literacy and a 3rd & 4th grade move to “Words Their Way,” teacher collaboration on grading assessment and reporting for the end of the second trimester, the results of a kindness initiative culminating in a student assembly celebrating 4,500 recorded acts of kindness, and a 4K and Kindergarten GLOW Dance sponsored by the PAD Parents Club.
* Mr. Pritzl reported on middle school staff members’ work with Targeted Assessment Cycle and Danielson’s Framework, Mrs. Rogness’ vocabulary presentation to the Curriculum Committee, student activities including band and choir clinic days each concluding with evening concerts, the end of the Middle school Forensics season, the start of Middle School Track, and the upcoming Hoops for Heart Basketball fundraiser for the American Heart Association.
* Dr. Hoernke informed the board of the high school staff work with the Educator Effectiveness Danielson Rubric, the success of the High School Math Team at a conference meet where one member, Logan Bahr, had a perfect score, and the NHS work on getting information out to students on voter registration as well as a book drive to provide books on district busses for students to use while riding on the bus.
* Mr. Chittick gave an overview of the district’s alternative programming options that include Madison Area Technical College HSED program, Operation Fresh Start, Wisconsin National Guard Challenge Academy, Columbia Marquette Adolescent Needs School (COMAN), Federal Job Corps, and Poynette e-school.
* Ms. Dallman informed the board of business office training for the development of Pcard procedures and shared information she received from her Wisconsin Association of School Business Officials conference.

Board Committee Reports

* The Curriculum Committee informed the board about a professional development presentation by Julie Rogness, Middle School English teacher, on teaching vocabulary, and made recommendations on an overnight field trip request for FBLA, the selection of an alternate Technical Excellence Scholarship alternate, and a 16-17 contract for CESA 5 services.
* The Facilities discussed the 16-17 budget, and made recommendations on summer projects, a new electronic sign, a Monsanto grant for agricultural education, and the creation of a Fund 46 Capital Improvements Fund 10 year plan.
* The Policy Finance Committee discussed a change in the district newsletter process as well as a general 16-17 budget discussion, and made recommendations on a special education vehicle purchase, the creation of a district sign fund, creation of Fund 46 Capital Improvement Trust, the school owned agricultural land lease agreement, the upcoming transportation contract, and the first reading of policy updates.

**Information and Study**

The board reviewed a request for a Future Business Leaders of America overnight trip to LaCrosse for the state leadership conference.

The board heard information on an alternate recipient for the Technical Excellence Scholarship.

The board heard information on possible changes in the creation and distribution process for the district newsletter.

The board reviewed a proposal for funding a new highway sign for the district.

The board reviewed a proposal for the purchase of an additional vehicle purchase for Special Education.

The board reviewed the 2016-17 CESA 5 contract.

The board reviewed the Fund 46 capital improvement trust fund 10 year long-term capital improvement plan.

The board heard information on a request for proposal on a 5 year contract transportation starting in the 2016-17 school year.

The board reviewed a first reading of policy updates.

The board heard information on the agricultural land lease of school property.

The board heard a personnel update on staff retirements, open positions and offers of employment.

**Action Items**

Motion by Lucey/Redell to accept with appreciation the following donations: $500.00 from Gary & Nancy Elsing to the Poynette High School Music Department for the 2016 Spring Music Trip, and $1,000.00 from the Knights of Columbus, Intellectual Disabilities Committee, to the School District of Poynette Special Education Department. Motion carried with all present voting yes.

Motion by Lucey/Tomlinson to approve the FBLA overnight field trip for state competition in La Crosse Sunday April 10 - Tuesday April 12, 2016. Motion carried with all present voting yes.

Motion by Lucey/Thays to acknowledge the 2016 Technical Education award alternate, Parker Brown. Motion carried with all present voting yes.

Motion by Noble/McIlrath to approve the creation of a budget fund dedicated to the purchase, installation and maintenance of a district sign with any excess funds after purchase, installation and first year maintenance added to the safety account. Motion carried with all present voting yes.

Motion by Noble/Tomlinson to approve the purchase of a vehicle to be used to transport special education students with the monies coming from carry over funds and not to exceed $32,000. Motion carried with all present voting yes.

Motion by Noble/Cibulka to approve the 2016-17 CESA 5 contract as presented. Motion carried on a roll call vote with all present voting yes.

Motion by Lucey/McIlrath to approve the creation of a Fund 46, Capital Improvements, account.

WHEREAS, In response to recently released Department of Public Instruction requirements for the establishment of a Fund 46 Long Term Capital Improvement Trust Fund;

WHEREAS, The Poynette School District (the “District”) wishes to adopt a Fund 46 Trust Fund for the purpose of funding long term capital improvement needs; therefore be it

RESOLVED, That the Board does hereby adopt this resolution for the purpose of establishing a Fund 46 Capital Improvement Trust, which will, at all times, conform to the requirements and applicable regulations set forth by the Department of Public Instruction; and

RESOLVED, That it is the intention of the Board that the Fund 46 Trust will conform with all federal and state statutory and regulatory requirements; and

RESOLVED, That the Board authorizes the Business Manager and/or District Administrator to act on the Board’s behalf with respect to this Trust and to take any and all actions necessary or desirable to implement, maintain, and administer the Trust in accordance with the Board's intentions and all applicable state and federal laws.

Motion carried on a roll call vote with all present voting yes.

Motion by Noble/Tomlinson to approve the first reading of the policy updates:

* 0140 BYLAWS
* 0160 BYLAWS

**ADMINISTRATION:**

* 1130 CONFLICT OF INTEREST

**PROGRAM:**

* 2131.01 READING INSTRUCTIONAL GOALS AND KINDERGARTEN ASSESSMENT

**PROFESSIONAL STAFF:**

* 3120 EMPLOYMENT OF PROFESSIONAL STAFF
* 3120.06 SELECTING STUDENT TEACHERS/ADMINISTRATIVE INTERNS
* 3217 WEAPONS
* 3230 CONFLICT OF INTEREST
* 3440 JOB-RELATED EXPENSES

**SUPPORT STAFF:**

* 4217 WEAPONS
* 4230 CONFLICT OF INTEREST
* 4440 JOB-RELATED EXPENSES

**STUDENTS:**

* 5111 ELIGIBILITY OF RESIDENT/NONRESIDENT STUDENTS
* 5113 OPEN ENROLLMENT PROGRAM
* 5113.01 COURSE OPTIONS
* 5320 IMMUNIZATION
* 5460 GRADUATION REQUIREMENTS
* 5514 STUDENT USE OF MOTOR VEHICLES
* 5772 WEAPONS

**FINANCES**

* 6110 FEDERAL FUNDS
* 6111 ADMINISTRATION OF GRANT PROGRAMS

**PROPERTY**

* 7217 WEAPONS

**OPERATIONS**

* 8310 PUBLIC RECORDS
* 8500 FOOD SERVICES
* 8531 FREE AND REDUCED-PRICE MEALS

**RELATIONS**

* 9700.01 ADVERTISING AND COMMERCIAL ACTIVITIES

Motion carried on a roll call vote with all present voting yes.

Motion by Noble/McIlrath to approve the leasing of school owned land to Stevenson Farms under the conditions detailed within the contract. Motion carried on a roll call vote with all present voting yes.

Motion by Lucey/Noble to accept the following retirements and resignations:

* Cheryl Hebel, Elementary Teacher, retirement at the end of the 2015-16 school year after 24 years of service to the district
* Deb Onell, Special Education Teacher, retirement at the end of the 2015-16 contract year

After 29 years of service to the district and separating from service at the end of the 2016 special education summer school session

* Cory Rutter, Elementary Teacher, resignation at the end of the 2015-16 school year
* Christopher Murphy, High School Technology Education Teacher, resignation at the end of the 2015-16 school year
* Jennifer Williams, Special Education Aide

Motion carried on a roll call vote with all present voting yes.

Motion by Lucey/Redell to approve a wage agreement for Shelley Navis, as a Long Term Substitute School Counselor.

Motion carried on a roll call vote with all present voting yes.

Motion by Lucy/McIlrath at 7:40 pm to convene into a closed session pursuant to Wisconsin State Statutes 19.85 1 (f) considering financial, medical social or personal histories of specific persons: student information and Wisconsin State Statute 19.85 1 (c ) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Specifically: 1. Consideration of action for issuance of preliminary notice of non-renewal of teacher contract(s), 2. district administrator evaluation and, 3, administrator and other contracts to convene a closed session of this board. Motion carried on a roll call vote with all present voting yes.

Motion by McIlrath/Lucey to reconvene into open session at 9:06 p.m. Motion carried on voice vote will all present voting yes.

Motion by Lucey/Noble to issue the preliminary notice of non-renewal of the 2016-17 100% full time equivalency contract of Jessica Tueteberg due to programming changes. The position is anticipated to be offered at 50% full time equivalency for 2016-17. Motion carried on a roll call vote with all present voting yes.

Motion by Lucey/Cibulka to renew administration and other contracts for the 2016-17 school year as presented. Motion carried on a roll call vote with all present voting yes.

Motion by Lucey/McIlrath to renew the contract of District Administrator Matt Shappell as presented. Motion carried on a roll call vote with all present voting yes.

Motion by Cibulka/Thays to adjourn. Motion carried on a voice vote.

Adjourn 9:08 p.m.

Randy Tomlinson, Clerk