

WILLIAMS BAY SCHOOL  
BOARD OF EDUCATION  
REGULAR SCHOOL BOARD MEETING  
Monday, December 12, 2011

Board Members Present: C. Butler, L. Landgraf, J. Pfeil, K. Travis, D. Woss

Absent: None

Administration Present: District Administrator V. Dalzin  
High School Principal B. Butters  
Elementary School Principal B. Isaacson  
Assistant for Business C. Reynolds

Absent: None

Guests: Twenty-five

I. CALL TO ORDER:

School Board President K. Travis called the meeting to order in the Board room at 6:30 p.m.

II. ADJOURN INTO CLOSED SESSION PURSUANT TO SS 19.85 (1) (c), PERSONNEL ISSUES

A J. PFEIL/L. LANDGRAF MOTION AND SECOND TO GO INTO CLOSED SESSION PURSUANT TO SS 19.85 (1) (c), PERSONNEL ISSUES BY A ROLL CALL VOTE: C. BUTLER-AYE, L. LANDGRAG-AYE, J. PFEIL-AYE, K. TRAVIS-AYE, D. WOSS-AYE, CARRIED 5-0.

III. RECONVENE INTO OPEN SESSION

A D. WOSS/L. LANDGRAF MOTION AND SECOND TO RECONVENE INTO OPEN SESSION AT 7:00 P.M., CARRIED 5-0.

IV. COMMUNICATION AND PUBLIC COMMENTS

A. Student Guests – Advisor Brooke Lile and the Elementary Student Council Members

Advisor Brooke Lile and the Elementary Student Council Members reported on their Turkey fundraiser and the Bake Sale that they held in October. They reported that \$1083 of the \$1830 raised funds, from these two events would be donated to the Williams Bay School's Holiday Fund. DA Dalzin presented "Bulldog Pride Awards" to the following students for their participation of the fundraisers and all of their work: B. Mielke, A. Peck, K. Thies, E. Norton, B. Dellheim, M. Bergesen, A. Pezza, B. Thompson and Advisor B. Lile.

B. Monthly Calendar

President Travis presented the monthly calendar.

C. Public Comments – L. Lombardo requested information on Policy 544 (Support Staff Evaluation) and asked why this was on the agenda for a second reading. DA Dalzin stated that this was an error and tonight was the first reading. The policy will be placed on the January agenda for a second reading.

Moved ahead on the agenda per request of SCA President:

VII. REPORTS

A. SCA – President Crement reported that the tree for past jr/sr high school principal, Mr. Bice, has been planted in front of the jr/sr high school, along with the plaque. P. Crement requested that Mr. Butters set a date for the dedication ceremony for Mr. Bice. It was stated that the ceremony could be held on Arbor Day. B. Isaacson stated that there are forty-nine children in nineteen families requesting holiday help.

The Walworth Rotary, Civic League, Lions and Lioness will provide food baskets for these families. B. Isaacson also recognized Brianna Thompson for singing over the school's intercom for Veteran's Day. P. Crement also reported that Susan Oxley is the new SCA Vice president and that the SCA will be providing a holiday breakfast for both the elementary and jr/sr high school staff.

#### IV. COMMUNICATION AND PUBLIC COMMENTS

D. Recognition of Achievements –B. Butters reported that Cristybell Canda is to be the Kohl Excellence Award candidate for the Williams Bay Schools. Mr. Reed's Introduction to Technology class did a unit on mass production. The students produced two different types of toys that the students donated to the Walworth County Food Pantry to distribute to families as holiday gifts. The High School Student Council collected seventy-five baskets of food. The food was donated to the Delavan Food Pantry. The Jr/Sr High School Student Councils sponsored an Electronic Recycling Fundraiser on Saturday, December 3 in the high school parking lot. A total of 22,066 pounds were dropped off which generated \$220 for the school. The High School Student Council along with Faith Christian's Student Council sponsored a t-shirt fundraiser for the second annual One Game- One Cause-One Community event centered around the basketball games played here on Friday, December 2<sup>nd</sup>. They sold 185 t-shirts. \$800 was raised and donated to DIPG (Diffuse Intrinsic Pontine Glioma) for research on a cure.

#### V. ACTION ITEMS

A. Approval of Consent Agenda - DA Dalzin requested approval of the following Consent Agenda items:

1. School Board Minutes

Minutes of the Regular School Board Meeting of November 14, 2011 and the Special School Board Meeting of November 19, 2011.

2. Bills Payable

Bills payable for November 2011 Funds 10, 27, and 50, check numbers 55954-56097, and Fund 60, check numbers 4450-4541, for a total of \$477,531.82.

A L. LANDGRAF/D. WOSS MOTION AND SECOND TO APPROVE THE CONSENT AGENDA, CARRIED, 5-0.

B. District Audited Annual Financial Report for the year ending June 30, 2011.

Discussion followed.

A D. WOSS/C. BUTLER MOTION AND SECOND TO ACCEPT THE DISTRICT AUDITED ANNUAL FINANCIAL REPORT FOR THE YEAR ENDING JUNE 30, 2011, CARRIED 5-0.

C. Lake Geneva Generals Contract

Approval of Lake Geneva Generals Contract from January 1, 2012 – December 31, 2012. Discussion followed. DA Dalzin noted that there will be an increase from \$350 to \$375 for rental of the field.

He also noted that \$25 per week for the practice field instead of \$25 per practice

A L.LANDGRAF/J. PFEIL MOTION AND SECOND TO APPROVE THE LAKE GENEVA GENERAL'S CONTRACT FROM JANUARY 1, 2012 THROUGH DECEMBER 31, 2012 WITH AN INCREASE FEE FOR THE STADIUM FROM \$350 TO \$375 AND \$25 PER WEEK TO USE THE PRACTICE FIELD AS OPPOSED TO \$25 PER SESSION, ALSO ADDED TO THE CONTRACT WILL BE NO GUNS (FIREARMS) ALLOWED ON SCHOOL PROPERTY, CARRIED 5-0.

D. Dousman Bus Company Contract

Approval of the Dousman Bus Company contract for the 2011-12 and 2012-13 school years.

Discussion followed. It was noted that clarification on the length of the contract and document errors needed to be corrected by Dousman.

A D. WOSS/J. PFEIL MOTION AND SECOND TO TABLE THE DOUSMAN BUS COMPANY CONTRACT AND BE PLACED ON THE JANUARY AGENDA, CARRIED.

- E. Annual Wisconsin Association of School Boards Resolutions  
Consideration of resolutions being proposed for adoption by the WASB.  
A D. WOSS/J. PFEIL MOTION AND SECONS TO AUTHORIZE C. BUTLER TO VOTE AT HER DISCRETION ON RESOLUTIONS BEING PROPOSED FOR ADOPTION AT THE ANNUAL WASB MEETING ON JANUARY 20, 2012, CARRIED 5-0.

- F. Strategic Planning Process and Board Assignments  
DA Dalzin presented the six categories to be used in the Strategic Planning Process and the Board members that will serve on each committee. 1) School Facilities – J. Pfeil/L. Landgraf; 2) School Finance and Operations – J. Pfeil/L. Landgraf; 3) Communication/Marketing/Public Relations – C. Butler/L. Landgraf; 4) Health and Wellness – C. Butler/D. Woss; 5) Technology – D. Woss/K. Travis; and 6) Curriculum Advisory Committee which has already been established. Each target area would have a broad based committee that establishes a five-year plan for the Williams Bay School District. It was noted that these committee would meet a few times a year and will include students, staff and community members.  
A L. LANGRAF/D. WOSS MOTION AND SECOND TO ACCEPT THE SIX TARGET AREAS AND THE SCHOOL BOARD REPRESENTATIVES FOR EACH COMMITTEE, CARRIED 5-0.

- G. Second Reading of Policy 225 (Evaluation of District Administrator) and Policy 222 (Administrative Contracts)  
It was the consensus of the Board for this to be the first reading of Policy 225 (Evaluation of District Administrator) and Policy 222 (Administrative Contracts) will be placed on the January agenda for a second reading as an action item.

- H. Policy 544 (Support Staff Evaluation) and 544-Rule (Evaluation Form)  
Discussion followed. A job description for the 4K aide position and the elementary school special aide's position was requested by L. Lombardo.  
A L. LANDGRAF/D. WOSS MOTION AND SECOND TO TABLE POLICIES 544 (STAFF EVALUATION) AND 544-RULE (EVALUATION FORM) UNTIL THE JANUARY AGENDA, CARRIED 5-0.

## VI. DISCUSSION

- A. Athletic Booster Club proposal to purchase a van for the Williams Bay School District School Van  
L. Crement presented a proposal to purchase a van for the Williams Bay School District. Handouts were provided. He stated that \$500 has been raised through the recycle cans program. Discussion followed. The consensus of the Board was to have DA Dalzin investigate more information for the van, such as insurance needs, CDL licenses, state statute safety studies and he will contact the District's Attorney. Parents, B. Boggs and C. Beinetti, stated that they were strongly against this purchase for safety reasons.
- B. Follow-up to Wisconsin Association of School Board (WASB) Educator Effectiveness and Compensation Seminar  
Discussion followed. J. Pfeil and L. Landgraf stated that a statewide teacher evaluation form is

being developed. The state is discussing if they should implement teacher job descriptions /evaluations. It appears to be a big process and the state is in the beginning stages. DA Dalzin and C. Butler also attended the meeting.

VII. REPORTS

- A. SCA – Moved up on the agenda.
- B. District Administrator V. Dalzin – DA Dalzin congratulated the fine arts programs in the school. He stated that the recent performance of *Bye Bye Birdie* and the jr/sr high school choral and band concerts gave outstanding performances.
- C. High School Principal B. Butters – B. Butters presented a toy that Mr. Reed’s Introduction to Technology class did during a unit on mass production. The class produced two different types of toys that they then donated to the Walworth County Food Pantry to distribute to families as holiday gifts.
- D. Elementary Principal B. Isaacson – B. Isaacson reported that the Elementary School’s Holiday concerts will be held on Friday, The 4K/K concert will be at 9:00 a.m. and grades 1-6 will be held at 1:00 p.m.
- E. Board of Education – L. Landgraf thanked the community for respecting the Board’s wishes for not attending the Board’s work sessions.

VIII. ADJOURN

AT 8:35 P.M., A D. WOSS/J. PFEIL MOTION AND SECOND TO ADJOURN THE MEETING,  
CARRIED 5-0.

Cathy Butler  
Clerk