

WILLIAMS BAY SCHOOL  
BOARD OF EDUCATION  
REGULAR SCHOOL BOARD MEETING  
Monday, May 13, 2019

Board Members Present: K. Granberg, J. Lothian, K. Nelson, D. Ripple, D. Woss

Absent: None

Administration Present: District Administrator Dr. W. Anderson  
Middle/High School Principal Dr. W. White  
Elementary School Principal A. Bond  
Director of Special Education K. McOmber  
Business Manager B. Prather  
Assistant for Business C. Reynolds

Absent: None

Guests: 32

I. CALL TO ORDER

President J. Lothian called the meeting to order at 7:00 pm. The Pledge of Allegiance was said.

II. ANNUAL BOARD REORGANIZATION ACTIONS

A. Election of Board Officers

Clerk K. Nelson took over the meeting and asked for nominations for President. D. Ripple/D. Woss motion and second to nominate Jack Lothian for President. Clerk D. Woss asked if there were any other nominations three times. Motion carried by a roll call vote: K. Granberg-aye; J. Lothian –aye; K. Nelson-aye; D. Ripple-aye; D. Woss-aye; carried 5-0.

President J. Lothian took over the meeting and asked for nominations for Vice President. K. Granberg/D. Woss motion and second to nominate David Ripple for Vice President. President J. Lothian asked if there were any other nominations three times. Motion carried by a roll call vote: K. Granberg-aye; J. Lothian –aye; K. Nelson-aye; D. Ripple-aye; D. Woss-aye; carried 5-0.

President J. Lothian asked for nominations for Clerk. K. Granberg/D. Woss motion and second to nominate Karolyn Nelson for Clerk. President J. Lothian asked if there were any other nominations three times. Motion carried by a roll call vote: K. Granberg-aye; J. Lothian –aye; K. Nelson-aye; D. Ripple-aye; D. Woss-aye; carried 5-0.

President J. Lothian asked for nominations for Treasurer. D. Woss/K. Nelson motion and second to nominate Kristi Granberg for Treasurer. President J. Lothian asked if there were any other nominations three times. Motion carried by a roll call vote: K. Granberg-aye; J. Lothian –aye; K. Nelson-aye; D. Ripple-aye; D. Woss-aye; carried 5-0.

President J. Lothian asked for nominations for Member-at-Large. K. Granberg/K. Nelson motion and second to nominate Dianna Woss for Member-at-Large. President J. Lothian asked if there were any other nominations three times. Motion carried by a roll call vote: K. Granberg-aye; J. Lothian –aye; K. Nelson-aye; D. Ripple-aye; D. Woss-aye; carried 5-0.

B. Board Member Assignments

President J. Lothian continued with board member assignments. Discussion followed. D. Ripple/K. Granberg motion and second to appoint the following individuals to the following assignments: WASB Convention Delegate – D. Ripple; CESA Representative – D. Woss; Alternative High School Representative – K. Granberg; Policy Committee – J. Lothian and D. Ripple; Compensation Committee – K. Nelson and K. Granberg, carried 5-0.

C. Designation of Official Depository

K. Granberg/K. Nelson motion and second to approve Advia Credit Union in Williams Bay and the State of Wisconsin Local Government Investment Pool as the School District's Official Depositories for the period of July 1, 2019 through June 30, 2020, carried 5-0.

D. Designation of Official Newspaper

K. Granberg/ D. Woss motion and second to approve the Lake Geneva Regional News as the School District's Official Newspaper, carried 5-0.

E. Designation of Board Meeting Times and Dates for 2019-20

D. Woss/K. Granberg motion and second to approve School Board meeting times and dates to be scheduled on the second Monday of each month at 7:00 pm and that four Saturday School Board member work days will be scheduled quarterly, carried 5-0.

III. COMMUNICATION AND PUBLIC COMMENTS

A. Public Comments

D. Thiel spoke to the Board in support of hiring an additional teacher for elective courses at the high school. She feels that hiring a Dean of Students would start to make the district "top heavy" in administration and wants to ensure that decisions are made in the best interest of the students.

E. Snyder also spoke in favor of hiring an additional teacher for elective courses at the high school. She mentioned the goals relating to class size and elective offerings set by the high school staff to maintain the Newsweek ranking of the district and that they are currently not being met. Hiring an additional teacher for electives would help achieve these goals.

J. Gavin complimented the Spring Sing music program last Friday. She also wanted to express concern regarding the time that standardized testing, computer assessments and test prep is taking. She feels that these activities do not foster engaged learning. She would like to see more time spent doing project learning that fosters engagement between the teacher and student.

E. Kopp wanted the Board to keep the teachers in mind when making decisions relating to the Literacy Coach and Dean of Students. There have been seven new curriculum changes in the last four years, which has put a lot of stress on the teachers.

B. Recognition of student organizers of the Middle School Lock In

Mr. Bailey recognized Citlali Carbajal, Jose Espinoza and Stella Bushey for their excellent organization of the Middle School Lock In that was held last month. From planning, asking for permission to hold the event, obtaining and scheduling chaperones and making lists of supplies that would be needed, the students planned and organized the entire event on their own.

#### IV. REPORTS

- A. Student Representatives – T. Pollak reported that there is a pet food/supply drive going on this week. Collection baskets are in the commons. Prom was held on May 4, 2019 at Geneva National and was a success. Solo and Ensemble participants did amazing. There were two Extemporatory Ratings – the first in school history.
- B. Parent-Teacher Organization – PTO President A. Marten reported that Fun Fair is this week and they are still looking for volunteers. They are also looking for more representation from the MS/HS parents and teachers.
- C. Athletic Boosters – Dr. Anderson spoke on behalf of M. Coolidge. There is an Athletic Booster meeting this Wednesday and the sports banquet will be held May 29, 2019 at Lake Lawn Resort. He also mentioned that spring sports are peaking with many teams finishing up their seasons.
- D. Athletic Director – None
- E. Fine Arts/Music Boosters – None
- F. District Administrator – Dr. Anderson introduced the District’s new Business Manager, Ben Prather.
- G. Middle/High School Principal – Notes were as written. Dr. White also said that the schools are getting ready for Middle and High School graduations. Annual Perception surveys will be sent out the week of May 20.
- H. Elementary Principal – Mrs. Bond’s notes were as written. She also recognized the students who have art displayed at the Children’s Art Show at the Lake Geneva Museum.
- I. School Board – None

#### V. ACTION ITEMS

- A. Approval of Consent Agenda
  - 1. School Board Minutes  
Approve the minutes of the Regular School Board meeting held on April 8, 2019 and the minutes of the Special School Board meeting held on April 27, 2019.
  - 2. Bills Payable  
Approve bills payable for April 2019, Funds 10, 27 and 50 check numbers 69818-69962, Fund 60 check numbers 6428-6446 and Fund 70 check 7109 for a total of \$819,735.28.
- K. Granberg/D. Woss motion and second to approve the consent agenda as presented, carried 5-0.
- B. Personnel Transactions  

Dr. Anderson noted there was one leave of absence request that has been approved in accordance with the 2018-19 Employee Handbook. This is for informational purposes only. No action needs to be taken.
- C. Approve History Club’s request to bury a time capsule on district property  

The History Club would like to bury a time capsule on district property this fall in commemoration of Williams Bay’s Centennial celebration. The capsule will be buried in the garden in front of the Middle/High School with a plaque denoting its location. The club is looking to put photos from around town, documents and other items to show what life is like in 2019.

K. Granberg/D. Woss motion and second to approve allowing the Williams Bay High School History Club under the direction of Mrs. Deb Soplanda to bury a time capsule on District property in conjunction with the Williams Bay Centennial celebration, carried 5-0.

D. Approval of music trip to New Orleans, April 2 – April 8, 2020

H. Wittmus presented the plans for the music trip to New Orleans, noting this trip would be a bus excursion, which would help keep the cost down. The students will be performing once. The music department is expecting between 80 and 90 kids to go. Fundraising will start in the fall. Discussion followed.

K Granberg/D. Ripple motion and second to approve the High School music trip to New Orleans, which is scheduled for April 2 – April 8, 2020, carried 5-0.

E. Approval of Fall 2019 Youth Options classes

K. Granberg/K Nelson motion and second to approve the requested Fall Gateway classes for Alex Scerba, Marc Gallegos-Roecker and Melissa Erdman, carried 5-0.

F. Approve Policy #542.1 – Special Education Paraprofessional/Aide Job Description

D. Ripple/D. Woss motion and second to approve Policy #542. 1 – Special Education Paraprofessional/Aide Job Description as presented, carried 5-0.

G. Approve Hazardous Transportation Plan

D. Woss/K. Granberg motion and second to approve the hazardous area school zone study outlined by Captain Christopher Douglass of the Williams Bay Police Department in his March 19, 2019 letter. These findings will be used to plan our District's school bussing routes for the 2019-2020 school year, carried 5-0.

H. Approve Food Service Bid

D. Ripple/D. Woss motion and second to accept the bid from Taher to be our school's food service provider for the 2019-2020 and the subsequent following four years provided the quality of the food, service and financial accounts meet the Williams Bay School District's expectations in each of these areas, motion carried 5-0.

I. Approve the CESA2 2019-2020 Contract

D. Woss/K. Granberg motion and second to approve the 2019-2020 CESA2 contract to provide physical therapy and occupational therapy to our students. The approximate cost of these services, plus the required CESA2 membership dues are \$72,000, motion carried 5-0.

J. Approve Transportation Service Contract with Dousman Transportation Co., INC.

K. Granberg/D. Woss motion and second to accept the presented transportation contract from the Dousman Transportation Company, INC for the 2019-2020 and 2020-2021 school years. This contract has built in a 3.5% cost increase for both the 2019-2020 and 2020-2021 school years, carried 5-0.

K. Approve Human Growth and Development Curriculum

K. Granberg/K. Nelson motion and second to approve the District's Human Growth and Development Curriculum as reviewed and recommended by the District's Human Growth and Development Committee, carried 5-0.

## VI. DISCUSSION ITEMS

### A. 2019-2020 Budget Update

Dr. Anderson reported that the draft 2019-2020 budget has been completed. He stated that they have been very conservative in estimating the revenues. They have also tried to accommodate the requested staff and department expenditures. At this point, there is a surplus of revenues over expenditures. Dr. Anderson feels that this is appropriate because we still do not have a State budget and should be positioned to deal with a possible negative budget scenario. Once a State budget is passed, if there are still more revenues than anticipated expenditures, we can look at increasing certain line items in the budget to create a budget that has balanced revenues and expenditures.

In the area of staffing, built into the budget are three sections of each grade level in grades 4K-5 plus three additional staffing positions. Two additional staffing positions at the Middle/High School would be for an additional English and/or Social Studies position to help decrease overloads and increase course offerings to our students. The Special Education Paraprofessional/Aide position would provide some additional one-on-one coverage for some of our Middle/High School students freeing up teaching staff to have more classes. Additionally, this hire will also allow some paraprofessional/aide time to be returned to the elementary school. This request is supported by Dr. White and the Middle/High School staff.

At the Elementary School, Ms. Bond has surveyed her staff about how they felt the new Elementary School staffing position should be used. She had a very good response rate to her survey with 33 responses - 26 teachers and 7 support staff. The results of the survey showed that continuing the literacy coach position had the greatest number of votes followed closely by having a split position, where the literacy coach would take on some Dean of Students responsibilities or having a behavior interventionist. It is Dr. Anderson's recommendation, after reviewing the results of the survey and talking with Ms. Bond to have a split position which would work as both a literacy coach and Dean of Students. This would still allow some staffing coaching to occur and would provide Ms. Bond and the staff with some additional assistance in dealing with disruptive students.

Discussion followed.

At the end of the discussion, Dr. Anderson asked the Board for their agreement to hire an additional Middle/High School teacher, a Middle/High School Special Ed Paraprofessional/Aide and a full-time Literacy Coach at the Elementary School. The Board also asked Dr. Anderson for a list of items that would need to be removed from the budget in order to have a full-time Literacy Coach and full-time Dean of Students at the Elementary School.

### B. Discuss policy #531.11 – Technology Coordinator Job Description

Dr. Anderson presented this job description as a first draft for review. Action will be taken at the June Board of Education Meeting.

### C. Discuss policy #234 – Director of Special Education Job Description

Dr. Anderson presented this job description as a first draft for review. Action will be taken at the June Board of Education Meeting.

### D. Discuss policy #235 – Director of Pupil Services Job Description

Dr. Anderson presented this job description as a first draft for review. Action will be taken at the June Board of Education Meeting.

E. Discuss Policy #542.2 – Regular Education Paraprofessional/Aide Job Description

Dr. Anderson presented this job description as a first draft for review. Action will be taken at the June Board of Education Meeting.

VII. PUBLIC COMMENTS

B. Andrysczyk provided the Board with another Elementary position idea. Mrs. Pye is highly training counselor that currently spends three days a week in the elementary and two days in the high school. An idea would be to move Mrs. Pye to the elementary school full-time and hire a part-time Literacy Coach for the elementary school and a part-time high school Guidance Counselor. B. Andrysczyk also felt that it would be important with the number of staff members leaving and moving grade levels to implement of hand-off procedure with the new staff members taking over that would allow for sharing of best practices. Finally, she is worried what will happen if there is not a Dean of Students. Increasing staff capacity will not fix everything. She feels the average and the high kids are being neglected.

D. Thiel recognized the High School Math Team who won their 20<sup>th</sup> conference title in a row.

Dr. White noted that Annika Olson and Meg Sorenson were interns at the Geneva West Chamber of Commerce and would be attending meetings.

Dr. Anderson reminded the Board of the Planning Commission meeting regarding the electric sign for the Middle/High School entrance is tomorrow at 6:30

VIII. ADJOURN

At 9:03 pm., K. Granberg/D. Woss motion and second to adjourn the meeting, carried 5-0.