

WILLIAMS BAY SCHOOL
BOARD OF EDUCATION
REGULAR SCHOOL BOARD MEETING
Monday, February 22, 2021

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

Absent: None

Administration Present: District Administrator Dr. W. White
MS/HS Principal B. Mansky
Elementary Principal A. Bond
Director of Special Education K. McOmber
Business Manager B. Prather

Guests: 9

I. CALL TO ORDER

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

II. COMMUNICATION AND PUBLIC COMMENTS

None

III. REPORTS

- A. Student Representatives – Student Vanessa Jimenez reported that the winter sports teams did well. The boys’ basketball team won the conference. Boys swimming also won a conference title and two of our students will be going to state. The girls’ gymnastics team is also going to the state tournament. Drama Club is setting up for their show which will be in March. Because of the pandemic, there will be three shows this year as well as a live stream. Seniors are planning a senior dinner and dance, similar to prom, but awards will also take place. The student council held a penny war and raised about \$247. This money will be used for a spring activity.
- B. Parent-Teacher Organization – None
- C. Athletic Boosters – None
- D. Athletic Director – Athletic Director Mike Coolidge reported that the boys’ basketball season ended on Saturday at the Regional Finals. The team was undefeated in conference and won the conference title. The girls’ season has also ended. The girls’ gymnastics team won sectionals and three girls are going to state this weekend in Wisconsin Rapids. Ethan Marunde, a swimmer, qualified for the state meet. Middle school girls’ basketball is complete. Middle school boys’ basketball is in progress and will be finishing their season around March 9th. There was no conference involvement this year for middle school

basketball. Games were scheduled with teams in the area that were willing to play. M. Coolidge said that he is working on getting games together for middle school volleyball, to start mid-March. The transition into spring sports will begin in April. Boys soccer will be playing the alternate year schedule in the spring. It is normally played in the fall. M. Coolidge also wanted to recognize the coaches and the administrators for working to have sports and supporting having spectators.

- E. Fine Arts/Music Boosters – None
- F. District Administrator – Dr. White shared that he is working on revising the 500 series policies. Once he is complete, a policy committee meeting will need to be scheduled. He also reported that he is working on the RFP for the bus contract. Dr. White also said requested the Board to email him agenda items for the Saturday work session. Currently, the agenda items for discussion are: goal four of the Strategic Plan, Administrative contracts and COVID updates.
- G. Middle/High School Principal – Principal B. Mansky reported that his notes were as written. Updates regarding spring sports would be presented during the COVID-19 Update agenda item.
- H. Elementary Principal – Principal A. Bond reported that her notes were as written. D. Woss – had a question regarding the continuation of the the walking path and the landscaping plan for the campus. The plan is still being used but most of it is contained in the site plan. D. Woss would like to see the landscaping plan referenced and updated to ensure things are planned.
- I. Student Services – Ms. McOmber reported that her notes were as written.
- J. School Board – D. Woss offered her thanks for the recognition for School Board Appreciation Week.

IV. ACTION ITEMS

A. Approval of Consent Agenda

1. School Board Minutes

Approve the minutes of the Regular Board of Education Meeting held on January 25, 2021.

2. Bills Payable

Approve bills payable January 21, 2021 to February 16, 2021, for Funds 10, 27, 50, check numbers 80715 – 80810, wire transfer numbers 53-58 and Fund 60 check numbers 7055 – 7075.

D. Ripple / D. Woss motion and second to approve the consent agenda as presented, carried 5-0.

B. Personnel Transactions

D. Ripple / D. Woss motioned and second to approve the personnel transactions listed on the February 22, 2021 personnel transaction sheet, carried 5-0.

C. Amend Previous Board Action Regarding Retirees Participation in the Health Reimbursement Arrangement (HRA) Plan

P. Peyer / K. Nelson motioned and second to amend the Board action to confirm that Williams Bay School District employees whose effective date of retirement is after June 1, 2021, are not eligible for the District's Health Reimbursement Arrangement (HRA) in compliance with the contractual Plan with Diversified Benefits Systems (DBS) by changing the date to June 30, 2021, carried 4-1. D. Ripple dissented.

D. Approve Policy Revisions to 300 and 400 Series Policies

D. Ripple / P. Peyer motion and second to approve Policy # 310 Instructional Goals as presented, carried 5-0.

D. Ripple / P. Peyer motion and second to approve Policy # 321 School Calendar and School Day as presented, carried 5-0.

D. Ripple / P. Peyer motion and second to approve Policy # 330 Curriculum Development as presented, carried 5-0.

D. Ripple / P. Peyer motion and second to approve Policy # 341 Reading Instruction as presented, carried 5-0.

D. Ripple / P. Peyer motion and second to approve Policy # 341.21 Wellness, Nutrition and Physical Activity as presented, carried 5-0.

D. Ripple / P. Peyer motion and second to approve Policy # 342.1 Special Education Programs and Accommodations as presented, carried 5-0.

D. Ripple / P. Peyer motion and second to approve Policy # 342.2 Homebound Instruction as presented, carried 5-0.

D. Ripple / P. Peyer motion and second to approve Policy # 342.5 Section 504 Policy as presented, carried 5-0.

D. Ripple / P. Peyer motion and second to approve Policy # 342.6 Gifted and Talented Educational Services as presented, carried 5-0.

D. Ripple / P. Peyer motion and second to approve Policy # 343 Technical College Course Program (Start College Now Program) as presented, carried 5-0.

D. Ripple / P. Peyer motion and second to approve Policy # 343.46 Early College Credit Program as presented, carried 5-0.

D. Ripple / P. Peyer motion and second to approve Policy # 345.1 Grading Systems as presented, carried 5-0.

D. Ripple / P. Peyer motion and second to approve Policy # 345.2 Student Honors Recognition Policy as presented, carried 5-0.

D. Ripple / P. Peyer motion and second to approve Policy # 345.4 Promotion/Retention Policy as presented, carried 5-0.

D. Ripple / P. Peyer motion and second to approve Policy # 345.6 Williams Bay High School Graduation Policy as presented, carried 5-0.

D. Ripple / P. Peyer motion and second to approve Policy # 345.61 Graduation Ceremonies as presented, carried 5-0.

D. Ripple / P. Peyer motion and second to approve Policy # 345.62 Alternative High School/Career and College Academy Graduation as presented, carried 5-0.

D. Ripple / P. Peyer motion and second to approve Policy # 346 Testing Programs as presented, carried 5-0.

D. Ripple / P. Peyer motion and second to approve Policy # 346-Rule Testing Guidelines for Students with Disabilities as presented, carried 5-0.

D. Ripple / P. Peyer motion and second to approve Policy # 347 Student Records as presented, carried 5-0.

D. Ripple / P. Peyer motion and second to approve Policy # 351 Field Trips and Excursions as presented, carried 5-0.

D. Ripple / P. Peyer motion and second to approve Policy # 363.1 Student Distance Learning Guidelines as presented, carried 5-0.

D. Ripple / P. Peyer motion and second to approve Policy # 364 Counseling Program as presented, carried 5-0.

D. Ripple / P. Peyer motion and second to approve Policy # 370 Co-Curricular and Interscholastic Programs as presented, carried 5-0.

D. Ripple / P. Peyer motion and second to approve Policy # 372 Student Publications and Productions as presented, carried 5-0.

D. Ripple / P. Peyer motion and second to approve Policy # 374 Fund-Raising Activities By Students as presented, carried 5-0.

D. Ripple / P. Peyer motion and second to approve Policy # 412 Full-Time Student as presented, carried 5-0.

D. Ripple / P. Peyer motion and second to approve Policy # 423 Open Enrollment Policy as presented, carried 5-0.

D. Ripple / P. Peyer motion and second to approve Policy # 423-Rule Open Enrollment Policy as presented, carried 5-0.

D. Ripple / P. Peyer motion and second to approve Policy # 423.1 Part-Time Open Enrollment as presented, carried 5-0.

D. Ripple / P. Peyer motion and second to approve Policy # 443.3 Student Use of Tobacco and Electronic Cigarettes as presented, carried 5-0.

D. Ripple / P. Peyer motion and second to approve Policy # 443.4 Student Use of Alcohol and Controlled Substances as presented, carried 5-0.

D. Ripple / P. Peyer motion and second to approve Policy # 443.5 Electronic Devices as presented, carried 5-0.

D. Ripple / P. Peyer motion and second to approve Policy # 443.6 Possession or Use of Weapons – Students as presented, carried 5-0.

D. Ripple / P. Peyer motion and second to approve Policy # 445.1 Relations with Law Enforcement Agencies as presented, carried 5-0.

D. Ripple / P. Peyer motion and second to approve Policy # 447.11 Use of Seclusion of Physical Restraint with Students as presented, carried 5-0.

D. Ripple / P. Peyer motion and second to approve Policy # 447.11 Exhibit - Use of Seclusion of Physical Restraint with Students as presented, carried 5-0.

D. Ripple / P. Peyer motion and second to approve Policy # 447.3 Student Suspension/Expulsion as presented, carried 5-0.

D. Ripple / P. Peyer motion and second to approve Policy # 448 Students of Legal Age as presented, carried 5-0.

D. Ripple / P. Peyer motion and second to approve Policy # 449 Rights and Responsibilities of Divorced/Separated Parents/Guardians and Parents/Guardians not Sharing the Same Household as presented, carried 5-0.

D. Ripple / P. Peyer motion and second to approve Policy # 454 Reporting Child Abuse as presented, carried 5-0.

D. Ripple / P. Peyer motion and second to approve Policy #455 School Safety as presented, carried 5-0.

D. Ripple / P. Peyer motion and second to approve Policy # 457 Suicide Prevention Program as presented, carried 5-0.

D. Ripple / P. Peyer motion and second to delete Policy # 320 Organization of Instruction, carried 5-0.

D. Ripple / P. Peyer motion and second to delete Policy # 345.41 Williams Bay Fourth Grade Promotion Policy, carried 5-0.

D. Ripple / P. Peyer motion and second to delete Policy # 345.42 Williams Bay Eighth Grade Promotion Policy, carried 5-0.

D. Ripple / P. Peyer motion and second to delete Policy # 455 Student Safety, carried 5-0.

E. Approve Intergovernmental Agreement on Operation of the Westosha Athletic Conference

K. Nelson / D. Woss motion and second to approve the 66.03 agreement as presented for membership into the Middle School Westosha Athletic Conference, carried 5-0.

F. Approve MidAmerican Cleaning Services Contract

K. Nelson / D. Ripple motion and second to approve the contract for MidAmerican Building Services to perform cleaning services beginning March 1, 2021 and ending June 30, 2021, carried 5-0.

G. Discuss & Approve that Athletic Director/Community Engagement Coordinator Position and Job Descriptions

P. Peyer / K. Nelson motion and second to create the position of 50% Athletic/Activities Director and 50% Community Engagement Coordinator, carried 5-0.

K. Nelson / P. Peyer motion and second to approve the job description for the 50% Athletic/Activities Director and 50% Community Engagement Coordinator, carried 5-0.

D. Woss inquired as to when the position would begin. Dr. White replied that it would be posted shortly after the meeting and would begin in the fall.

H. Discuss & Approve the Job Description for the RTI Intervention Specialist – Grades 4K-8 /Instructional Coach Job Description

D. Ripple/ D. Woss motion and second to approve the job description for the RTI Intervention Specialist - Grades 4K – 8/Instructional Coach, carried 5-0.

I. Approve 2021-2021 Budget Parameters

D. Ripple / K. Nelson motion and second to approve the 2021-2022 Budgeting Parameters as presented, carried 5-0.

J. Discuss and Approve Giving the District Administrator Authority to Make March 5, 2021 an Early Release Day

Dr. White reported that staff members are scheduled to receive the first dose of the COVID-19 vaccine Friday, March 5 and Saturday, March 6. Mercy Health has provided the district time slots starting at 11:00 a.m. and continuing until 3:45 p.m. The district will have to allocate about an hour of time per staff member for them to travel to Mercy, receive the vaccination and travel back to school. This is going to make it very

challenging to cover everyone's classrooms. Because of the supply issue and the fact that Mercy is vaccinating all Walworth County schools on one day, Dr. White is leery of making March 5 a half day until he knows with relative certainty that the vaccinations will be held as scheduled. The question was asked when Dr. White felt that he could make the decision. Dr. White felt that he would have the necessary information from Walworth County on Friday or Monday of this week. Discussion followed.

D. Ripple / D. Woss motion and second to give the District Administrator the authority to make March 5, 2021 an early release day, carried 5-0.

V. DISCUSSION ITEMS

A. Discuss Snow Day Pay for Hourly Support Staff Positions

On Tuesday, January 26, 2020 there was no school due to snow. There was a question as to if hourly staff were paid for snow days. The original decision was no, hourly staff that did not work would not be paid. Later, there was an email from Coe stating that yes, hourly employees would be paid in the case the district had a snow day. J. Lothian and Dr. White conferred and compensation hourly staff for that day. There is currently no written verbiage in the handbooks as to how snow days are to be handled for hourly staff. Since Employee handbooks are being worked on now would be the time to address the issue.

J. Lothian's opinion was that a snow day is not the fault of staff and hourly staff should be paid. He said he was not opposed to the staff member making up the hours. D. Woss agreed that hourly staff should be paid. D. Ripple was concerned that this is the second issue that has risen lately due there not being a clear district policy in writing. Discussion followed. Dr. White will have verbiage regarding how snow days are handled for hourly staff added to the handbook.

B. Discuss Survey from Williams Bay Business Association

J. Lothian introduced Jim D'Alessandro from the Williams Bay Business Association to speak about a survey that the association is sending out in June. The survey is 12 questions and is sent out to about 1100 people every five years. The response rate is high, at almost 600. The survey results are used as a tool for planning. The Business Association is looking for input regarding the question related to the district. There is a committee meeting on March 8th at 4:00 pm to discuss the questions on this year's survey. Mr. D'Alessandro invited district participation.

The Board will discuss possible questions at their Saturday work session and will provide Mr. D'Alessandro feedback.

C. COVID-19 Update / Transition from Winter to Spring Sports Season

M. Coolidge updated the Board on the transition from winter sports to spring. Currently, the Trailways Conference has not had conversations regarding spring sports since some

fall sports were moved to spring. The WIAA has also not released their spring sport guidance. Because of the way middle school volleyball is played, with multiple games going on at one time, masks will be required and there will be no spectators.

Mr. Mansky spoke regarding spring activity in the middle and high schools. The Senior class is planning on holding a senior dinner/dance instead of prom. Prom usually involves the entire high school and is sponsored by the Junior class. Because they have not been able to do any fundraising to help offset the cost of prom, ticket prices would increase to pay for the event, which the students are not in favor of. Drama club will be holding their performance mid-March. It will be held in-person with limited seating as well as livestreamed. Band & Choir performances will be held in May and will also be both in-person and livestreamed. Mr. Mansky is meeting with the Senior class on Wednesday to discuss graduation.

D. Ripple asked if there was a plan to move back to the traditional Junior Prom. Dr. White advised yes, when COVID is no longer an issue.

D. Discuss Possibility of Additional Meetings if Necessary.

Based on the ever-changing COVID-19 situation, the Board wanted to make everyone aware that there might be a need to schedule additional/emergency meetings to deal with issues that arise.

VI. PUBLIC COMMENTS

None

VII. ADJOURN

At 7:57 pm., P. Peyer / D. Woss motion and second to adjourn the meeting, carried 5-0.

Karolyn Nelson, Clerk
DS 02/23/2021