

WILLIAMS BAY SCHOOL
BOARD OF EDUCATION
SCHOOL BOARD MEETING
Saturday, October 24, 2020

Board Members Present: Jack Lothian, Dianna Woss, Dave Ripple, Karolyn Nelson and Dr. Patrick Peyer

Administration Present: District Administrator Dr. William White, Business Manager Ben Prather, Special Education Director, Kassie McOmber, Maintenance Director Ryan Quinn.

Guests: None

Jack Lothian called the meeting to order at 8:01 a.m.

The Pledge of Allegiance was said by all in attendance.

Jack Lothian changed the order of the agenda items. All members of the board were in agreement.

A. COVID-19 Updates

Dr. White shared information about the District's COVID-19 dashboard that is being placed on the district website. Board members felt this was good information for the public. Dr. White discussed concerns with cleaning and board members inquired steps being taken to improve this situation. Dr. White shared that he and Mr. Quinn will continue to meet with the cleaning company. There was a brief discussion about technology issues and Dr. White shared that these issues have decreased. The board and administrative team discussed the level of stress that students and staff are under. There was a discussion of ways to alleviate stress and to support staff.

B. Discuss Elementary Windscreen

Mr. Quinn shared several ideas with the board on how to improve the windscreen. He shared that he is looking to move some trees from the eastside of the property to the windscreen. Dianna Woss reminded him that some of those trees were planted to prevent vehicle lights shining into residences along that portion of the property. Mr. Quinn also suggested possibly planting Norwegian Spruces as a part of the windscreen. Dianna Woss asked him to consider coniferous native species instead. Mr. Quinn will continue to investigate options.

C. Discuss Formation of a Finance Committee

Dr. White shared the benefits of having a finance committee. Based on the recent work of the board and the focus on the strategic plan, a finance committee will help the board to consider all the financial needs of the district, how they relate to the goals and insure that financial priorities are balanced to achieve all aspects of the strategic plan. The board discussed who would possibly be members of the committee, including the possibility of inviting staff to serve on the committee. Dr. White suggested initially that two board

members, the District Administrator, Business Manager, and Maintenance Director would serve on the committee. The board president would appoint members from the board after the board policy on committees is revised.

D. Discuss Defeasance (Fund 39) Plan

Mr. Prather a brief presentation on Fund 39 and how this may be beneficial to the district and the taxpayers. Board members asked questions to increase their understanding of Fund 39 and how defeasance impacts the tax levy and mill rate.

E. Discuss Facilities Plan and Fund 46

Dr. White shared a draft of the District's Long-Term Capital Projects Plan and Mr. Quinn added information about how the plan was developed. He addressed questions from board members about specific items found in the plan. Dr. White and Mr. Prather then shared information about the parameters for Fund 46. Board members inquired as to how starting a Fund 46 benefits the district. There was discussion about how much money to put in the fund, how long the district must wait to access the fund, and how items are added to the Capital Projects Plan.

F. Discuss the District Administrator Evaluation

Dr. White shared information from a recent WASB presentation on District Administrator evaluation and a copy of the 360 survey that Dr. Anderson had used in the past. There was discussion by the board on the most effective ways to evaluate Dr. White by January and going forward. They discussed the WASB suggestion that two evaluations, a summative and formative, be completed. There was also discussion about the evaluation of all administrators by Dr. White and a self-evaluation of board members of the board performance. The board discussed using the 10 reflective questions provided by WASB as a starting point. Jack Lothian will work to revise these questions to meet the board's goals with the evaluation. Dr. White will work with the board and administrative team to develop a more comprehensive evaluation system that includes setting goals.

G. Discuss Goal Two of the District Strategic Plan

Jack Lothian facilitated a review and discussion of each action step found within this goal of the strategic plan. Those action steps were:

- ❖ Provide meaningful professional development and growth opportunities aligned to District goals
- ❖ Develop a recognition program(s) for all staff
- ❖ Maintain a comprehensive compensation plan
- ❖ Develop and maintain consistent teaching methods and expectations
- ❖ Develop a candidate profile for all positions
- ❖ Develop compensation/fringe benefit parameters for all positions
- ❖ Implement recruiting, interview and hiring processes for all positions that attract the best candidates
- ❖ Promote staff growth and knowledge in technology and 21st century instructional strategies

The board and administrative team discussed when the compensation committee would meet next. There was discussion about the current compensation structure. Mr. Prather shared with the board historical data on revenues, expenses, salaries, and benefits. The board also discussed ways to recognize staff. Dr. White will work with the administrative team to develop options. The asked questions regarding professional development opportunities, technology, and consistent teaching methods. Dr. White shared that he is working on job descriptions and revising many of those that have already been developed. The board will continue to hold discussions on this goal with the administrative team.

Dave Ripple made a motion, seconded by Dianna Woss to adjourn the meeting. Motion passed 5-0.

The meeting was adjourned at 10:52 a.m.

Meeting Minutes taken by Dr. William White