

WILLIAMS BAY SCHOOL
BOARD OF EDUCATION
REGULAR SCHOOL BOARD MEETING
Monday, July 27, 2020

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

Absent: None

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

Guests: 5

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 – None
- B. Parent-Teacher Organization – None
- C. Athletic Boosters – None
- D. Athletic Director – Dr. White reported that the WIAA has delayed the start of some fall sports. Girls' golf, cross country, girls' tennis and girls' swimming will be starting on August 17 and football, boys' soccer and volleyball would begin the week of September 7.
- E. Fine Arts/Music Boosters – None
- F. District Administrator – Dr. White reported that registration nights and conferences would be held virtually this year. He also made the Board aware of a bill that was received from the Village of Williams Bay for the School Resource Officer. The District was charged for 98 shifts when the School Resource Officer only worked 47 due to the COVID-19 pandemic. Dr. White will be reaching out to the school district's attorney for guidance and will report back to the Board. This item will be discussed at the regular meeting in August.
- G. Middle/High School Principal – Dr. White reported that the District will start using Frontline to manage staff absences and substitute teachers. With the current pandemic, it is unknown what substitutes will be available. Frontline will take care of the scheduling.
- H. Elementary Principal - Mrs. Bond reported on the Continuous Improvement training that will be held for approximately 63 staff members August 17, 18 and 19. The training will be held in the elementary gym since it is a large space. There will be 16 tables set up with no more than four people per table. There will also be extra space set up if staff is not comfortable at a table. Dr. Marino will be leading

the training via Zoom. The training is very interactive and was well-received by staff who went through it last year. The administrative team is still deciding on what the expectations will be for teachers after the training is completed.

- I. Student Services – Ms. McOmber gave the Board an update on the plans for supporting students and staff socially and emotionally when school returns. She has been working with the counselors to make plans to support not only students but staff as well. Currently, there are plans to meet with all of the middle school students. Ms. McOmber would like to expand this to elementary and high school students as well. During this year’s in-service, the staff will be taught how to recognize what grief and trauma looks like in students and each other and steps to take when it is identified.
- J. Director of Buildings and Grounds – Mr. Quinn gave the Board updates regarding the various buildings and grounds projects that are taking place during the summer. The tuckpointing of the Middle/High School should be completed tomorrow. The parking lot project was originally scheduled to be done in July. Wolf Paving got a lot start and updated the completion date to August 24. Mr. Quinn pushed back and said that it needed to be completed by August 15 before teachers come back. Progress has been slow, and he has had to follow up a number of times. Mr. Quinn also reported that he is currently getting prices on Ionizing units for our HVAC system. Many surrounding schools are installing the units as well. They are costly to install, but ongoing maintenance is minimal. Finally, Mr. Quinn updated the Board on the electronic sign installation. The sign has been ordered by Burli Signs and there is still a little more demo work to be completed. Mr. Quinn said that it is still on target to be installed prior to the start of school.
- K. School Board – President J. Lothian recognized Deb Soplanda for her excellent work with the WBHS History Club.

IV. ACTION ITEMS

- A. Approval of Consent Agenda
 - 1. School Board Minutes
 - Approve the minutes of the Regular School Board meeting held on June 22, 2020 and the Special Board of Education meeting held on July 18, 2020.
 - 2. Bills Payable
 - Approve bills payable for June 19, 2020 to June 30, 2020 for Funds 10, 27, 50, check numbers 71735 – 7187 and Fund 60 check numbers 6809 – 6812 and bills payable for July 1, 2020 to July 22, 2020 for Funds 10, 27, 50, check numbers 80000-800056 and Fund 60 check numbers 7000-7010
- D. Ripple / K. Nelson motion and second to approve the consent agenda as presented, carried 5-0.
- B. Personnel Transactions
 - D. Ripple / P. Peyer motioned and second to approve the personnel transactions listed on the July 27, 2020 personnel transaction sheet, carried 5-0.
- C. Approve Policy #383.1 – Animals In/On School Property
 - P. Peyer / K. Nelson motion and second to approve Policy # 383.1 Animals In/On School Property as presented., carried 5-0.

D. Approve Policy #742 – Authorized Use of Equipment

K. Nelson / D. Ripple motion and second to approve Policy #742 Authorized Use of Equipment as presented.

E. Approve Policy #830 – Community Use of Facilities

D. Ripple / K. Nelson motion and second to approve Policy #830 Community Use of Facilities as presented. Carried 5-0.

F. Approve WDC-457 Employee Benefit Option

D. Ripple / K. Nelson motion and second to approve the establishment an Employee Deferred Compensation Plan under Section 40.81(1), Subchapter VII of Chapter 40 of the Wisconsin Statutes, carried 5-0.

G. Approve 2020-2021 Academic Standards

P. Peyer / D. Ripple motion and second to approve the following curriculum standards for the 2020-2021 school year – the common core standards for Reading, Writing, English, and Math, the New Wisconsin Social Studies Standards for Geography and History, the Next Generation Science Standards for Science, and the academic standards for all other content areas adopted by the Wisconsin Department of Public Instruction., carried 5-0.

H. Approve 2020-2021 Handbooks

1. Employee Handbook

K. Nelson / D. Ripple motion and second to approve the 2020-2021 Employee Handbook as presented, carried 5-0.

2. Elementary Student Handbook

D. Ripple / P. Peyer motion and second to approve the 2020-2021 Elementary Student Handbook as presented, carried 5-0.

3. Middle/High School Student Handbook

P. Peyer / D. Ripple motion and second to approve the 2020-2021 Middle/High School Student Handbook as presented, carried 5-0.

4. Co-Curricular Handbook

K. Nelson / D. Ripple motion and second to approve the 2020-2021 Co-Curricular Handbook as presented, carried 5-0.

5. Chrome Book 1:1 Initiative Handbook

D. Ripple / P. Peyer motion and second to approve the 2020-2021 Chromebook 1:1 Initiative Handbook as presented, carried 5-0.

I. Re-Approve 2020-2021 District Calendar

The Continuous Improvement Training dates for all teachers was moved from June to August 17, 18 and 19. These dates were not on the previously approved 2020-2021 District Calendar.

D. Ripple / K. Nelson motion and second to approve the 2020-2021 District Calendar as presented, carried 5-0.

J. Discuss and Approve Hiring Full-Time District Nurse

Due to the COVID-19 Pandemic, Dr. White is recommending that the nurse be increased from part-time to full-time for the 2020-2021 school year. This would be for one year only. The nurse's hours would increase from 20 to 40 with approximately a \$20,000 impact to the budget. Discussion followed.

K. Nelson / P. Peyer motion and second to approve increasing the District Nurse position from part-time to full-time for the 2020-2021 school year, carried 5-0.

K. Approve Donations from St. Benedict Congregation in the amount of \$360.00 to be used for school supplies and from the Williams Bay Lions Club in the amount of \$5,000 to be used for the walking path.

P. Peyer / K. Nelson motion and second to accept the monetary donation from St. Benedict Congregation in the amount of \$360.00 to be used for school supplies, carried 5-0.

P. Peyer / D. Ripple motion and second to accept the monetary donation from the Williams Bay Lions Club in the amount of \$5,000 to be used for the walking path, carried 5-0.

L. Approve Additional and Updated Parent Transportation Contracts

D. Ripple / K. Nelson motion and second to approve the additions and changes as presented to the 2019-2020 parent transportation contracts as required by law, carried 5-0.

M. Approve Fall 2020 Youth Options Applications

K. Nelson / P. Peyer motion and second to approve the Gateway Technical College requests for Fall of 2020 for Meg Sorenson, carried 5-0.

N. Set Date for August Special Board of Education Meeting

Discussion was held to find an agreeable time for the August Special Board of Education Meeting.

K. Nelson / P. Peyer motion and second to approve holding a Special Board of Education Meeting on Wednesday, August 5, 2020 at 6:00 p.m. in the Middle/High School Lecture Center, carried 5-0.

V. DISCUSSION ITEMS

A. Discuss Board Interaction Guidelines and Focus for the Year

President J. Lothian lead the Board in a discussion to come up with the Board's guiding principles. This conversation was a continuation of the discussion that occurred at the July 18, 2020 Board work session. Additional discussion followed. It was determined that the Board would continue to work on these guidelines. The Board would like to focus on keeping Students and Staff in a safe environment and ensuring that the highest level of education is provided regardless of the form it takes this year due to the COVID-10 Pandemic.

B. Discuss Strategic Plan

In continuation of the discussion that was held on July 18, Dr. White is asking the Board to discuss adding the following action steps to Goal 3 in the District's Strategic Plan. Goal 3 is: Manage facilities and resources in a responsible, efficient and effective manner. The steps he is asking the Board to add are:

- Maintain a fund balance between 22% and 25%
- Establish a Fund 46: Capital Improvement Trust for future maintenance projects
- Utilize Fund 39 for defeasance of long-term debt as practical

Discussion followed. The Board felt that these action items fit with their focus of the year. Revising the Strategic Plan will appear on a future agenda.

C. Discuss Title IX Policies: Policy # 411 – Equal Educational Opportunities, Policy #411.1 – Harassment and or Bullying of Students, 411.2 – Title IX Sexual Harassment Students and Other Applicable Individuals Policy #511 – Equal Opportunity Employment, Policy #512 – Employee Harassment and Employee Harassment Form and Policy #512.1 – Title IX Sexual Harassment Employee

The federal government has made significant changes to the Title IX legislation. Title IX prohibits sex discrimination in a school's activities and programs and requires all schools, from K-12 to post-secondary institutions, to take appropriate steps to prevent and redress issues of sex discrimination. The District has been working with Boardman and Clark to prepare for these changes. They have drafted policies 411.2 and 512.1 as well as making changes to some of our other current policies. There is still significant work to be done on these policies to address our procedures and processes under these new regulations. Ms. McOmber will be our Title IX coordinator and there are several other roles and responsibilities that must be assigned. This is a first reading.

D. Discuss Policy #673 – District Purchasing Card

The district does not have a purchasing card program or maintain a credit card. Over the last several years, Dr. Anderson had used his personal credit card to purchase items for the district when a credit card had to be used, or teachers have been asked to pay for conferences and other items on the own credit cards. B. Prather and Dr. White thinks it would be prudent and good practice to implement a Purchasing Card. Our plan is to limit the number of cards. We have looked at similar policies from several other districts. This will be the first reading for this policy.

E. Discuss Opening of School for the 2020-2021 School Year

The District's draft reopening plan was shared with the Board at the July 18 Work Session. The plan has also been shared with staff, families and the community. The listening session is scheduled for July 29 at 6:00 p.m. The District working to give the community access via Zoom and in-person. After the meeting, the administrative team will process the feedback and determine if any changes to the plan need to be made. A special Board meeting was scheduled to present the administrative recommendations to the Board and for the Board to finalize the plan.

F. 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 8:25 pm., D. Ripple / K. Nelson motion and second to adjourn the meeting, carried 5-0.

Karolyn Nelson, Clerk
ds: 07/28/2020