

## MARCH 19, 2018 SCHOOL BOARD MEETING MINUTES

1. Call to Order: The regular meeting of the Tomorrow River School Board was called to order at 7:00 p.m. in the District Board Room by President Mark Kryshak. In attendance: Board members present included Kelly Loken, Kirk Helbach, Mark Kryshak, Diana Bohman, and Bob Stuczynski. Also present: Michael Toelle, Becky Galvin, Mark Luetschwager, Phil Tubbs, Sherry Oleson, Tim Seiter, Robert Smith, Travis Zellmer, Joe Sbertoli, Gary Fitzgerald, Dave Lockett, John Goodman, Shelley Swanson, Jen Berdan, Jared Schroeder, Nathan Struble, Nolan Struble, Patricia Struble and Janice Sopa.
2. Pledge of Allegiance: President Mark Kryshak led the Pledge of Allegiance.
3. Public Participation According to Policy #0167.3: No participation requested.
4. Informational Items
  - 4.1 Next Board Meeting: Regular meeting date confirmed for Monday, April 16, 2018.
  - 4.2 Future Board Meeting Dates: Regular meeting dates confirmed for Monday's May 21 and June 18, 2018.
  - 4.3 School Safety Concerns/Discussion: Community member, Janice Sopa, read attached letter sharing her school safety concerns. She does not want to see armed guards/teachers in our school, but rather the expansion of a mental health program.
  - 4.4 Charter School Report: Mike Toelle reviewed attached report highlighting the beginning of a behavior committee with staff members and parents, charter school contract renewal in process, and DPI grants submitted.
  - 4.5 School to Work Update: Travis Zellmer reported there are six students participating this semester and the program is running smooth. Program steps include letter of interest from student, signed contract from student, parent, employer, teacher and principal, then half way through student must write another report. Employers fill out an evaluation, and students must turn in weekly timesheets.
  - 4.6 Administrator/Principal/Supervisor Reports
    - 4.6.1 Luetschwager – ACT Testing, 2<sup>nd</sup> Quarter Failures, Tech Ed Candidates: Thanks to Shelley Swanson for all her efforts on the successful ACT testing and scheduling. High School staff did excellent job keeping 2<sup>nd</sup> quarter failures to a minimum. Currently reviewing three candidates for the tech ed position.
    - 4.6.2 Tubbs – Middle School MAPs Data: Explained attached MAPs testing date for board.
    - 4.6.3 Oleson – Scholastic Book Fair: Book fair was a tremendous success earning the district \$2,600 in Scholastic cash for future book purchases.
    - 4.6.4 Other: Sherry Oleson reported all state testing is scheduled and ready for April.
  - 4.7 Report on WASB 2018 State Education Convention: Mark Kryshak reported all resolutions passed in the delegate assembly. Sessions attended during the convention included topics on mental health, wellness, and forward planning. Inspirational speakers were excellent. This convention provides a great opportunity for networking with other school district board members to share ideas and goals.
  - 4.8 February Tax Levy Payments: Reviewed tax levy payments made by all municipalities. Copy attached.
  - 4.9 Unofficial Enrollment Report of February 28, 2018: Reviewed February 2018 unofficial enrollment (1,198 students). Copy attached.
  - 4.10 Spring School Board Election Notice: Reviewed attached sample 2018 spring election ballot.
  - 4.11 WASB Spring Workshop: CESA 5 will host a Legal Roles and Responsibilities of School Boards workshop on Tuesday, May 15, 2018 from 6-8:30 p.m. Contact Marilyn to register. Copy attached.
5. Recommend Approval of Consent Agenda: Kelly Loken moved, Diana Bohman seconded to approve consent agenda items listed below as presented with a letter of thanks and appreciation for Kathleen Nicholson. The motion carried on a voice vote.
  - 5.1 Approval of Minutes
    - 5.1.1 Regular Board Meeting of February 19, 2018
    - 5.1.2 Special Board Meeting of March 7, 2018
    - 5.1.3 Finance Committee Meeting of January 15, 2018
    - 5.1.4 Building and Safety Committee Meeting of January 31, 2018
  - 5.2 Financial Reports: Copies attached.
    - 5.2.1 Approval of February 2018 Bills

- 5.2.2 Review February 2018 Receipts
- 5.2.3 February 2018 Treasurer's Report
- 5.2.4 Year to Date Budget Report
- 5.2.5 Year to Date Detail Building Expenditure Report
- 5.3 Personnel: Copies attached.
  - 5.3.1 Retirement of Elementary Teacher: Kathleen Nicholson
  - 5.3.2 Extra Curricular Contracts: William Bricco (Assistant Baseball Coach), Andy Lind (Head Baseball Coach), Bill Spees (Head Girls Soccer Coach), Tom Fochs (Head Golf Coach), Desiah Melby (Prom Advisor), Marshall Lee (Assistant Softball Coach), Dale Jastromski (Head Softball Coach), Gary Fitzgerald (Head Track Coach), Gary Villnow (Assistant Track Coach), Donald Rosene (Assistant Track Coach), Heidi Horst (Junior High Track Coach), Kimberly Beaudoin (Junior High Track Coach), Daniel Quade (Junior High Track Coach)
- 6. Discussion/Action Items
  - 6.1 Distance Learning Network Presentation and Possible Approval: Dave Lockett and John Goodman, CESA 10 Learning Services, presented on all services and costs associated with joining the network. Item tabled for April 16, 2018 board meeting. Copy attached.
  - 6.2 Review and Possibly Approve Request for Overnight/Extended (MS) Student Trip for Spanish Club to the Dominican Republic, June 19-26, 2018: Diana Bohman moved, Kirk Helbach seconded to approve the overnight/extended student trip request as presented at no cost to the district with the condition of attending next board meeting to discuss safety concerns. The motion carried on a voice vote. Copy attached.
  - 6.3 Review and Possibly Approve Request for Overnight/Extended Student Trip for Senior Class Trip to Six Flags Great America, IL, May 12-13, 2018: Diana Bohman moved, Kelly Loken seconded to approve student trip request as presented at no cost to the district. The motion carried on a voice vote. Copy attached.
  - 6.4 Review and Possibly Approve Request for Overnight/Extended Student Trip for Forensics State Tournament to Whitewater/Elkhorn, April 6-7, 2018: Kirk Helbach moved, Kelly Loken seconded to approve student trip as presented using district busing for transportation. The motion carried on a voice vote. Copy attached.
  - 6.5 Review and Possibly Approve Request for Overnight/Extended Student Trip for Forensics National Competition to Washington, DC, May 24-28, 2018: Kelly Loken moved, Bob Stuczynski seconded to approve student trip as presented with district to pay expenses as in past years. The motion carried on a voice vote. Copy attached.
  - 6.6 Review and Possibly Approve the TRSD Education for Employment Plan: Shelley Swanson and Jen Berdan presented proposed plan which the district is required to post on website. Worked with CESA 5 to complete the plan. Kelly Loken moved, Bob Stuczynski seconded to approve employment plan as presented. The motion carried on a voice vote. Copy attached.
  - 6.7 Review and Possibly Approve Youth Options Requests: Kelly Loken moved, Bob Stuczynski seconded to approve all requests as presented. The motion carried on a voice vote. Copy attached.
  - 6.8 Review and Possibly Approve Request for Early Graduation: Kelly Loken moved, Diana Bohman seconded to approve student early graduation (January 2019) request as presented. The motion carried on a voice vote. Copy attached.
  - 6.9 Review and Possibly Approve 2018 Summer School Proposal: Kelly Loken moved, Diana Bohman seconded to approve proposed 2018 summer school as presented. The motion carried on a voice vote. Copy attached.
  - 6.10 Review and Possibly Approve Extended Care/After School Program Calendar for 2018-19: Kirk Helbach moved, Bob Stuczynski seconded to approve the 2018-19 program calendar as presented. The motion carried on a voice vote. Copy attached.
  - 6.11 Review and Possibly Approve Purchase of a Toro GM4000-D Mower with HoverPro for Buildings and Grounds Department: Reviewed the three purchase options presented. Bob Stuczynski moved, Kirk Helbach seconded to approve lease to own purchase of mower with HoverPro option, as recommended by Building and Safety Committee, at a cost of \$59,718.28 to be paid over four years. The motion carried on a voice vote. Copy attached.

- 6.12 Discuss Plan for School Closure Make Up Days: Mike Toelle proposed staff and students make up January 22 school closure day on the built in snow day April 27, 2018, and forgive students for February 19 & 20 school closure days with staff to make up the 15 hours on their own with building Principal approval. Kelly Loken moved, Diana Bohman seconded to approve proposal as presented. The motion carried on a voice vote.
- 6.13 Review and Possibly Approve CESA 5 Contract for 2018-19 Services: Services and costs reviewed with board. Bob Stuczynski moved, Kirk Helbach seconded to approve CESA 5 services and costs for the 2018-19 school year as presented. The motion carried on a voice vote. Copy attached.
- 6.14 Discuss and Possibly Approve Funding for Buildings & Grounds Improvements: Bob Stuczynski moved, Kelly Loken seconded to move item to closed session for discussion. The motion carried on a voice vote.
- 6.15 Further Review and Possible Adoption of New and Revised Neola School Board Policies: Diana Bohman moved, Bob Stuczynski seconded to approve policies 1460/3160/4160 (Administration/Professional Staff/Support Staff: Physical Examination) and 3431/4431 (Professional Staff/Support Staff: Employee Leaves) as revised from last meeting. The motion carried on a voice vote. Copies attached.

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- 1460/3160/4160 Administration/Professional Staff/Support Staff: Physical Examination (Revisions)
  - 3431/4341 Professional Staff/Support Staff: Employee Leaves (New)
- 6.16 Second Reading and Possible Adoption of New and Revised Neola School Board Policies: Bob Stuczynski moved, Diana Bohman seconded to adopt all policies listed below as presented. Copies attached.

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- 0100 Bylaws: Definitions (Revision)
- 0131.1 Bylaws: Bylaws and Policies (Revision)
- 0144.1 Bylaws: Compensation (Revision)
- 0164.2 Bylaws: Special Meetings (Revision)
- 0166 Bylaws: Agenda (Revision)
- 1630.01/3430.01/4430.01 Administration/Professional Staff/Support Staff: Family & Medical Leave of Absence (“FMLA”) (Revisions)
- 2260 Program: Nondiscrimination and Access to Equal Educational Opportunity (Revision)
- 2261.01 Program: Parent and Family Engagement in Title I Programs (New)
- 2411 Program: School Counseling and Academic and Career Planning (Revision)
- 2430 Program: District-Sponsored Clubs and Activities (New)
- 2431 Program: Interscholastic Athletics (Revision)
- 3122.01/4122.01 Professional Staff/Support Staff: Drug-Free Workplace (Revisions)
- 5111 Students: Eligibility of Resident/Nonresident Students (Revision)
- 5130 Students: Withdrawal/Dropout from School (Revision)
- 5310.01 Students: Emergency Nursing Services (Revision)
- 5330 Students: Administration of Medication/Emergency Care (Revision)
- 5517 Students: Student Anti-Harassment (Revision)
- 5540 Students: The Schools and Governmental Agencies (Revision)
- 5610 Students: Suspension and Expulsion (Revision)
- 5771 Students: Search and Seizure (Revision)
- 5830 Students: Student Fundraising (Revision)
- 6605 Finances: Crowdfunding (New)
- 6800 Finances: System of Accounting (Revision)
- 8146 Operations: Notification of Educational Options (Renumbering and Revision)
- 8310 Operations: Public Records (Revision)
- 8320 Operations: Personnel Records (Revision)
- 8320.01 Operations: Unauthorized Acquisition of Staff Personal Information (Revision)
- 8330 Operations: Student Records (Revision)

- 8350 Operations: Confidentiality (Revision)
- 8452 Operations: Automated External Defibrillators (AED) (Revision)
- 8605 Operations: Use of Electronic Wireless Communication Devices by District Employees Who Operate Board-Owned or Operated Vehicles (Revision)
- 8800 Operations: Religious and Patriotic Ceremonies and Observances (Revision)
- 9700 Relations: Relations with Non-School Affiliated Groups (Revision)

7. Items for Next Agenda:

- Distance Learning Proposal
- High School Spanish Club Trip Requests Security Questions
- CESA Annual Meeting Representative Appointment

8. Closed Session: Kelly Loken moved, Bob Stuczynski seconded to move to Closed Session pursuant to State Statutes 19.85(1)(c)(e)(f)(i), and 118.24, for the purpose of discussions relating to administrative contracts, and funding for buildings & grounds improvements. Roll call vote: Kelly Loken-aye, Kirk Helbach-aye, Mark Kryshak-aye, Diana Bohman-aye, Bob Stuczynski-aye. Adjourned to closed session.

9. Return to Open Session to take action on Closed Session Items: Kirk Helbach moved, Kelly Loken seconded to return to open session and take action on agenda item 6.14 (Funding for Buildings & Grounds Improvements) and principal flex days. The motion carried on a voice vote.

- Bob Stuczynski moved, Kelly Loken seconded to revise athletic complex master plan removing North parking lot addition, adding soccer practice field and change new concession stand/bathroom building to concession stand/bathroom building renovations. The motion carried on a voice vote.
- Bob Stuczynski moved, Kirk Helbach seconded to commit \$650,000 toward new track relocation and \$575,000 toward south parking lot expansion if sufficient funds are raised to complete phase one of athletic complex project at an approximate cost of \$3.2 million. The motion carried on a voice vote.
- Kelly Loken moved, Diana Bohman seconded to rescind the previously approved Principal flex days for the 2018-19 school year. The motion carried on a voice vote.

10. Adjourn: Kelly Loken moved, Kirk Helbach seconded to adjourn meeting at 10:27 p.m. The motion carried on a voice vote.

Respectfully submitted,

Michael Toelle, District Administrator

Diana Bohman, School Board Clerk