

**The School District of Sturgeon Bay
Board of Education Meeting Minutes of Feb. 18, 2015**

President Hauser called the regular meeting to order at 7:00 PM in the high school library. Present were Commissioners Schulz, Hauser, Stephens, Wood, Miller, Jennerjohn, Hathaway, and Seiler. Jennerjohn excused for late arrival (7:28). Also present were Superintendent Tjernagel and Business Manager Olsen.

Motion: Stephens/Seiler to adopt the agenda as presented. Motion carried unanimously.

Audience to Visitors and Delegations: None

Student Council Representative Report: Student Council President Haley Herbst reported on the planning for Spring Fling. The theme for Homecoming will be "retro". The Brewers game will be the end of year event.

Recognition: The month of January has been designated as a time to recognize students. Izzy Hitzman, Ally Dickson and Elliott Feldman were recognized. A recess followed to congratulate the students.

Motion Hathaway/Miller to approve the minutes dated 1/14/15 and 2/4/15. Motion carried unanimously.

Motion Wood/Schulz to approve the board bills dated 1/19/15, 1/28/15 and 2/11/15. Motion carried unanimously.

BUSINESS MANAGER REPORT:

1. Monthly finance report: Olsen noted that based on feedback from the retreat and planning day, we will use a format that had been used in the past for the financial reporting. Adjustments can be made as necessary.
2. Annual Maintenance Projects: A spreadsheet with five tabs has been prepared and updated by John Sullivan. Each tab focuses on a different building or campus, with the fifth tab focusing on items or projects that are outside the buildings.
3. Schedule Maintenance Project Building Tour: In order to be able to make the most informed decisions possible regarding maintenance projects and priorities, we will institute an annual tour dedicated to the maintenance projects and recommendations. A date of March 3 @ 5:00 PM was set up.
4. Additional items to report: Olsen provided background on Fund 80 and the utilization of the fund. Olsen is evaluating whether each of the items still meet the requirements and adjustments will be made if necessary.

CONSENT AGENDA:

1. Grants and Donations: Angie Moeller received two grants of \$1,000 each from the Wisconsin Milk Marketing Board for the Fuel Up to Play 60 program to be used at Sunset and Sawyer Elementary Schools. Jeanne Schopf received a grant that will go towards the purchase of Kindles for the Language Arts program. Donors to the "Can You Hear Us Now" fund were reviewed. A motion to accept the grants is recommended.

2. Retirements ó Gretchen Montee has submitted her intent to retire from her reading specialist position effective June 10, 2015, after more than 30 years of service in Sturgeon Bay. Julie Gebauer has submitted her intent to retire from her Art teaching position at the elementary level after 25 years of service. We thank these educators and wish them the very best in retirement. A motion to accept these retirements with thanks and appreciation is recommended.

Motion: Hathaway/Jennerjohn to accept and approve the consent agenda items as presented. Motion carried, with Wood abstaining.

OPERATIONS AGENDA:

Motion:

1. First reading of Board Policy 2221 ó Special Observance Days (revised): This policy has been updated to reflect the provision of section 118.02(9)(t) of the Wisconsin statutes that requires that Wednesday, in the 4th week of September, will be observed as Bullying Awareness Day. No action required at this time.
2. First reading of Board Policy 2421 ó Career and Technical Education Program (revised): This policy, as well as the title, has been revised to reflect the current standard terminology regarding career and technical education. Further, revisions have been included to identify the protected classes that have been established in the Board Anti-Harassment and Bullying policies. No action required at this time.
3. First reading of Board Policy 2423 ó School-to-Work Program (delete): Public Law 103-239, School-to-Work Initiatives Act of 1994, has been rescinded and is no longer applicable. Due to the fact that the Federal Program is no longer in existence and is no longer funded, it is recommended that Districts delete this policy; however, if a District has a current School-to-Work program that they fund and support, the District should establish a District-specific policy that is unique to their program. No action required at this time.
4. First reading of Board Policy 2510 ó Adoption of Textbooks (revised): This policy has been revised to reflect the current list of classifications for non-discrimination to be consistent with the list of classifications recently revised in other policy areas in response to Office of Civil Rights audits. In addition, the policy's reference to "Standard H" is revised to reflect the pertinent language of that standard which refers to the school district standards found in Section 121.02(1)(h), Wis. Stats. No action required at this time.
5. First reading of Board policy 2521 ó Selection of Instructional Materials and Equipment (revised): This policy has been revised to reflect the standard policy definition of Protected Classes whereby the Board shall not discriminate. No action required at this time.
6. First reading of Board policy 2623 ó Student Assessment (revised): This policy has been revised to clarify the language regarding participation in State-wide or District-wide assessments and the provision of accommodations for students with disabilities. No action required at this time. Further this policy has been revised to include statutory language regarding the ability of parents to opt out of state administered assessments in

certain grades provided certain statements have been provided to the principal or individual identified in the policy to receive the opt out statement. No action required at this time.

7. First reading of Board Policy 2700 ó Annual District Report (delete): See notes below for Board Policy 8145 (a new policy) which would replace 2700. No action required at this time.
8. First reading of Board Policy 3362 ó Employee Anti-Harassment (revised) [version for Professional Staff]: Similar revisions have made to the employee anti-harassment policies as those made to the student anti-harassment policy. Again, the purpose is to clarify that harassment is a matter that pertains to conduct based on one's protected characteristic and therefore the reference to "unlawful" harassment has been deleted. A key revision worth noting for this policy, 3362, as well as 4362, and 5517 (Student Anti-Harassment further down our agenda) is the establishment of a male and a female District Compliance Officer to handle the process involving harassment complaints. Previously there were different terms used such as Compliance Officer and Anti-Harassment Compliance Officer. Now there is one term and the designation of both a male and female Compliance Officer other than the superintendent. Sharon Sanderson and Tom Olsen are being designated in these positions, and I would still be involved as described in the draft policies. A situation that involves other misbehavior, such as bullying, would be appropriately referred to building-level administration as described in 5517.01 (Bullying further down the agenda). No action required at this time.
9. First reading of Board Policy 4362 ó Employee Anti-Harassment (revised) [version for Support Staff]: Same as notes above for 3362. No action required at this time.
10. First reading of Board Policy 5517 ó Student Anti-Harassment (revised): This policy has been further refined in NEOLA's continued effort to make these important policies user-friendly. Changes were made in response to audits performed by the Office of Civil Rights (OCR) in several jurisdictions in which NEOLA works. As a result, we revised the policies to reflect OCR's position that the policy needs to have more detail on protected characteristics, more detail on investigation procedures in the policy, and a reference to the definition of bullying. No action required at this time.
11. First reading of Board Policy 5517.01 ó Bullying (revised): This policy has been revised to be consistent with the revisions made to Policy 5517 ó Anti-Harassment. In addition, the policy has been arranged to make it more user-friendly. The definition for bullying has been clarified to assure consistent terminology with Policy 5517 ó Anti-Harassment and the definition provided in the Department of Public Instruction Model Policy. Finally cross-references and referral criteria to Policy 5517 ó Anti-Harassment policy have been added. No action required at this time.
12. First reading of Board Policy 5451.02 ó Technical Excellence Higher Education Scholarships (new): 2013 Wisconsin Act 60 created a scholarship program to provide scholarships for attendance at Wisconsin's technical schools. This program is established in a manner similar to the Academic Excellence Scholarship program. The law was established to be effective for attendance at technical colleges in Wisconsin beginning in the 2015-2016 school year. The Higher Education Aids Board (HEAB)

issued guidance on how the TES will be administered and specifically its approved ranking system. The students that qualify for the scholarship in the first year are to be identified and reported to the HEAB by March 23, 2015. In subsequent years the names need to be identified by February 25, the same date that Boards must identify the students that qualify for the Academic Excellence Scholarship. For this reason, the policy references the February 25, deadline. The policy is drafted to incorporate the HEAB's recommended criteria for establishing both a student's commitment to technical education as well as ranking such students in the nomination process. No action required at this time.

13. First reading of Board Policy 8145 ó Annual Reports (new policy): The policy is updated to reflect the amendments to Section 120.18 of the Wisconsin statutes, as well as to incorporate those requirements in Section 121.05 of the Wisconsin statutes, which are also items that must be included in the School District annual report. The policy has also been moved into the operations section (Section 8000) of the policy book, as opposed to the Program (Section 2000) as it is more appropriately placed in the operations section. No action required at this time.
14. First reading of Board Policy 8210 ó School Calendar (revised): 2013 Wisconsin Act 257, enacted into law on April 8, 2014, eliminated the reference to a set number of minimum student contact days in the school year and instead replaced that requirement with a minimum number of hours of instruction in each school year and at each grade level. The policy is revised to eliminate reference to the number of school days in the school calendar. However, the policy does not include reference to the specific instructional hours requirements in the statute. This is to avoid the need to revise the policy every time there is modification to the instructional hour requirements. The purpose of the policy is to establish the manner in which the calendar will be created and the authority to make changes if necessary (due to lost time in the event of school closings). No action required at this time.
15. First reading of Board Policy 9270 ó Home-based or Private Schooling (revised): Policy 9720 has been revised based on language in the 2013 Wisconsin Act 20, the biennial budget bill that removed home-schooled children from eligibility to take up to two (2) courses per semester in a public school. The law provides the opportunity to any student that has otherwise met the criteria for high school attendance to attend up to two (2) courses per semester in the high school while they are otherwise enrolled at a private or tribal school, but no longer extended that option to students that are receiving home-based education. In subsequent legislation (as described below) this was corrected to continue to include a student enrolled in a home-based education program. All the various changes and recommendations should be included in the proposed draft policy. No action required at this time.
16. Cooperative Team Approval ó Boys Swimming: The WIAA asks for annual approval of coop sports. The boys swimming coop involves Sevastopol, Southern Door, and Sturgeon Bay. A motion to approve the boys swimming coop is recommended.
17. Cooperative Team Approval ó Wrestling
The WIAA asks for annual approval of coop sports. The wrestling coop involves Sevastopol and Sturgeon Bay. A motion to approve the wrestling coop is recommended.

18. Approve administrator contracts: Discussion occurred at the January 14, 2015 executive session meeting following the regular Board of Education meeting. A motion to renew the contracts for the High School Principal, Middle School Principal, Elementary Principal, Dean of Students, Pupil Service Director, Business Manager, Director of Building and Grounds, Food Services Director, and Superintendent is recommended.
19. Approve unclassified contracts: A motion to renew the contracts for our Business Manager Assistants (2), Maintenance Technician, Data Specialist, and Superintendent/Board Assistant is recommended.
20. Reports:
 - a. Legislative: Schulz reported that there is a lot of activity on the state level right now but nothing is finalized.
 - b. CESA: No report.
 - c. Committee/Seminars: No report.
 - d. Administrative: Note: School Learning Objective mid-year progress reports will also be included with the principal reports this month. Oral and written reports were presented.
 - e. Superintendent: Mr. Tjernagel summarized ongoing activities and reminded members of the upcoming election set for April 7, 2015. Additionally, a meeting will be set up to review applicants for the vacancy on the Board of Education.
21. **Motion:** Jennerjohn/Hathaway to adjourn at 8:36 PM. Motion carried unanimously.

Respectfully submitted by,
Ann DeMeuse
Board Recording Secretary

Date: _____

President's Signature: _____