

D. C. EVEREST AREA SCHOOL DISTRICT  
6300 Alderson Street, Schofield, Wisconsin 54476

Regular Monthly  
Board Meeting

January 22, 2008

7:30 p.m.  
Open Meeting

MINUTES

**1. Call to Order**

President Schaefer called the regular monthly school board meeting to order on January 22, 2008, 7:30 p.m., at the Administration Building.

**2. Roll Call**

Board members present: Mary Hancock, Rita Kasten, Valerie Palarski, Larry Schaefer, Andrew Sutton and Gretchen Thuot. M Student Representative Leah Hintz was present. Also present were Kristine A. Gilmore, Superintendent of Schools, and Lois M. Alt, Assistant Superintendent, Curriculum, Instruction & Technology. For visitors: See Register.

**3. Pledge to the Flag**

Those present recited the pledge to the flag. Schaefer announced the board would adjourn to closed session following the open meeting pursuant to W.S.S. 19.85(1)(a)(c) (e)(g) to hear the concerns of a parent, to vote on the recommendation of the hearing officer on the expulsions of two students, to discuss a pending personnel issue with legal counsel, and to possibly complete consideration of grievance hearings held during the 5:15 p.m. closed session.

**4. Hearing of Delegations**

- 4.1. A Meritorious Service Award was presented to Brian and Wendy Fust for hosting the district's Food for America program.
- 4.2. Construction Challenge student team and teacher John Glynn addressed the Board regarding the International Construction Challenge in Las Vegas in March which they will be attending.

**5. Consent Agenda**

Motion by Kasten, second by Hancock, to approve the following consent agenda. With a roll call vote, Hancock-yes, Kasten-yes, Palarski-yes, Schaefer-yes, Sutton-yes, and Thuot-yes.

**5.1. Approval of Minutes**

5.1.1. Minutes of December 18, 2007

**5.2. Recommended Employment/Resignations/Contract Adjustments**

**Recommended Employment**

**Certified Staff**

<i>Name</i>	<i>Position/Building</i>	<i>Salary</i>	<i>Start/End</i>
Scot Abel	K-8 Summer School Director	\$5,655	2/18/08 – 7/18/08

**Support Staff**

<i>Name</i>	<i>Position/Building</i>	<i>Wage/hr</i>	<i>Start</i>	<i>Type</i>	<i>New/Replace</i>
Alissa Robbins	Teacher Assistant-JH	\$10.26	1/9/08	EPU	Replace
Yvette Beilfuss	Bilingual Assistant-MS	\$10.26	1/29/08	EPU	Replace
Mary Shafarik	Special Education Asst.-SH	\$10.26	1/23/08	EPU	Replace
Heidi Thapa	Special Education Asst.-Roth.	\$10.26	1/21/08	EPU	Replace

**Non-Teaching Contracts**

<i>Name</i>	<i>Position/Bldg</i>	<i>% Based on Append. B/C</i>	<i>Start</i>	<i>New/Replace</i>
Philip Suckow	JH Musical-Asst.Tech Director	2%	12-17-07	Replace
Clint Steinke	7 <sup>th</sup> Gr. Girls Asst. Basketball Coach	6%	1-3-08	Replace
Wayne Steffenhagen	Weight Training Coord-SH-Lunchtime	3%	3-10-08	New
Wayne Steffenhagen	Weight Training Coord-SH-Lunchtime	3%	11-5-07	New
Wayne Steffenhagen	Weight Training Coord-SH-Lunchtime	2%	9-1-07	New

**5.3. Treasurer's Report-General/Other Fund Bills**

Checks #186972-187442 in the amount of \$968,474.04 in payment of general fund bills.

**5.4. Budget Transfers – Two as Submitted****5.5. Grant Application(s)/Budget(s) Approval – None****5.6. Youth Options Program – None****5.7. Fund-Raising Request(s) – None****5.8. Gift(s)/Bequest(s) – None****5.9. Tuition Agreement(s)/Waiver Request(s) – None****5.10. Policy Approval**

5.10.1. Policy 9640 – Evaluation of the Superintendent

5.10.2. Policy 10800 – Job Description-Superintendent of Schools

5.10.3. Policy 4135.235 – Personnel-Staff Access to Technology Resources

5.10.4. Policy 6161.21 – Instruction-Elementary and Secondary-Software Licensing, Installation and Use

5.10.5. Policy 6161.4 – Instruction-Elementary and Secondary-Guidelines for Educational Uses of Technology

5.10.6. Policy 6161.5 – Instruction-Elementary and Secondary-D.C. Everest Area School District Website Policy

**6. Reports/Considerations****6.1. Finance & Facilities Support Services Committee**

6.1.1. Policy Review

Motion by Hancock, second by Sutton, to approve the following policies as a first reading.

Motion carried on a voice vote.

6.1.1.1. Policy 3110 – Business-Budget Planning-REVISED

6.1.1.2. Policy 3160 – Business-Operating Reserve

6.1.1.3. Policy 3161 – Business Operation-Transfer of Appropriation

6.1.1.4. Policy 3250 – Business-Materials/Fees

6.1.1.5. Policy 3260 – Business Operation-Sale and Disposal of School Equipment-REVISED

6.1.1.6. Policy 3280 – Business Operation-Gifts and Bequests

6.1.1.7. Policy 3291.1 – Business Operation-Funds Management-Short Term Loans

6.1.1.8. Policy 3291.2 – Business Operation-Funds Management-Debt Limitations

6.1.1.9. Policy 3291.3 – Business Operation-Funds Management-Long Term Bonds

6.1.1.10. Policy 3291.4 – Business Operation-Funds Management-Long Term Loans for Capital Improvement and Maintenance

6.1.1.11. Policy 3292 – Business Operation-Funds Management-Investing-Non-Trust Funds

6.1.1.12. Policy 3300 – Business Operation-Expenditures

6.1.1.13. Policy 3312 – Business Operation-Quantity Purchasing

6.1.1.14. Policy 3313 – Business Operation-Relations with Vendors

6.1.1.15. Policy 3313.1 – Business Operation-Relations with Vendors-Local Purchasing

6.1.1.16. Policy 3313.2 – Business Operation-Relations with Vendors-Vendors Representatives

6.1.2. Update on New Transportation Changes

The committee heard an update on new transportation changes, which have been successful.

6.1.3. Report on Safe Schools Project

The committee heard a report on the Safe Schools project at the junior high school. It should be finished by August 1 of this year. **Report on Change to Common School Fund Aid**

The committee heard a report on change to the Common School Fund aid.

6.1.4. Report on the Budget Process

The committee heard a report on the district's budget process.

6.1.5. Other Items

None.

**6.2. Instruction & Personnel Operations Committee**

6.2.1. Junior High Eighth Grade Math Program Proposal

The committee tabled approval of the junior high eighth grade math program proposal until a comprehensive K-12 proposal is submitted.

**6.2.2. Summer School Recommendation**

Motion by Palarski, second by Kasten, to approve the recommendation to continue the 4-week Pre-K-8 program for the 2008 summer school. Motion carried on a voice vote.

**6.2.3. Summary of Academic Honesty**

The committee reviewed the summary of academic honesty.

**6.2.4. Special Education Assistants**

Motion by Palarski, second by Kasten, to approve the request for the addition of six (6) special education assistants to meet IEP requirements at the senior high, Evergreen, Mountain Bay, Riverside, Rothschild and the middle school (a total of 3.12 FTE) with IDEA flow-through funds supporting the positions. Motion carried on a voice vote.

**6.2.5. Update on WIAA Meeting**

The committee heard an update on the meeting with the WIAA.

**6.2.6. Update on Junior High After School Achievement Program (ASAP)**

The committee heard an update on the new program, ASAP, at the junior high.

**6.2.7. Policy Approval**

Motion by Palarski, second by Kasten, to approve the following policies, as revised, as a first reading. Motion carried on a voice vote.

6.2.7.1. Policy 10620 – Job Description-Secretary to Elementary School Principal-  
Revised

6.2.7.2. Policy 10620.1 – Job Description-Part-Time Secretary to Elementary School  
Principal/s-Revised

6.2.7.3. Policy 10720 – Job Description-Health Assistant

**6.2.8 Other-None**

**6.3. WASB Legislative Network Member**

Schaefer will attend Delegate Assembly in Milwaukee January 23 as the district's representative.

**6.4. CESA Representative**

Palarski reported on the last meeting at which the audit was reviewed and there was a discussion of the virtual school.

**6.5. Student Representative**

Hintz reported on December events: the food drive collected 1,771 items to donate to local food pantries; holiday door decorating contest was successful; council members rang bells for the Salvation Army. Activities for January include the carnation sale for Valentine's and participation in Daffodil Day sale for the American Cancer Society.

**6.6. Clerk – School Board Candidates**

The clerk reported three candidates for three school board offices. The candidate names will appear on the ballot in the following order:

Jason Jablonski

Mary A. Hancock

Andrew E. Sutton

**6.7. Superintendent**

**6.7.1. 2<sup>nd</sup> Friday in January Report**

The superintendent reported on the 2<sup>nd</sup> Friday count. The count is up around 21 since the fall count, which amounts to 90+ for the 2007-08 school year.

**6.7.2. Marathon County Comprehensive Plans**

The superintendent updated the board on the Marathon County Comprehensive Plans. A CD is available in the superintendent's office for review.

**6.7.3. LIFE in Marathon County 2007-09 – 6<sup>th</sup> Edition**

The superintendent reported on the release of *LIFE in Marathon County 2007-09*. A copy is available in the office for review.

**6.7.4. Letters of Commendation**

- 6.7.4.1. DECA news release on results of competition in the DECA Career Development Competition in Wisconsin Rapids on January 3. Sixty-four members of the Everest DECA Chapter competed.
- 6.7.4.2. HR Secretary Amy Jost completed technical certificates in Accelerated Certificate in Supervision, Accelerated Certificate in Human Resources for Supervisors, and Accelerated Certificate in Leadership at Northcentral Technical College.

**6.7.5. Other**

None.

**7. Unfinished Business****7.1. Board Goals**

Dr. Alt reported on the district's resource map listing the current status of departments and what the future needs are to meet the goals.

**8. New Business****8.1. 2008-09 School Year Calendar**

Motion by Kasten, second by Hancock, to approve the 2008-09 school year calendar as submitted, with the DCETA reserving the right to change the calendar if there are significant changes to convention dates or others they are currently unaware of. Motion carried on a voice vote.

**8.2. Recognition Dinner – Monday, May 12, 2008**

Motion by Hancock, second by Sutton, to approve the date of Monday, May 12, 2008 for the annual Recognition Dinner. Motion carried on a voice vote.

**8.3. Job Descriptions as Administrative Function**

Motion by Hancock, second by Kasten, to approve removing job descriptions, other than the superintendent's, from policy so they become an administrative function. Sutton moved to amend to include the cabinet job descriptions. After discussion, motion by Kasten, second by Palarski, to refer to Instruction & Personnel Committee in February and then brought back to the board. Motion carried on a voice vote.

**8.4. Other**

None

**9. Petitions and Communications**

- 9.1. Correspondence from former board member Susan Burden Leonard regarding the 10<sup>th</sup> anniversary of Greenheck Field House.  
Memorial tribute thanks from:
- 9.2. Family of Patrick C. Connors (father of Sheila Dembowski).
- 9.3. Family of Arnold F. Amsrud (father-in-law of Deb Amsrud).
- 9.4. Family of E. Patricia Stone (mother-in-law of Beth Stone).
- 9.5. Family of Gary L. Rainville (brother of Lynn Flees).
- 9.6. Family of Alice D. Malinowski (mother of Pam Zell).
- 9.7. Family of Vilas Machmueller.

**10. Future Meeting Dates****10.1. Finance & Facilities/Support Services Committee**

Tuesday, February 19, 2008

7:30 a.m., Administration Building-Board Room

**10.2. Instruction & Personnel Operations Committee**

Tuesday, February 19, 2008

8:30 a.m., Administration Building-Board Room

**10.3. Next Regular Board Meeting**

Tuesday, February 26, 2008

7:30 p.m., Administration Building-Board Room

- 11. **The board will adjourn to closed session following the open meeting pursuant to W.S.S. 19.85(1)(a)(c) (e)(g) to hear the concerns of a parent, to vote on the recommendation of the hearing officer on the expulsions of two students, to discuss a pending personnel issue with legal counsel, and to possibly complete consideration of grievance hearings held during the 5:15 p.m. closed session.**

Motion by Kasten, second by Thuot, to adjourn to closed session following the open meeting pursuant to W.S.S. 19.85(1)(a)(c) (e)(g) to hear the concerns of a parent, to vote on the recommendation of the hearing officer on the expulsions of two students, to discuss a pending personnel issue with legal counsel, and to possibly complete consideration of grievance hearings held during the 5:15 p.m. closed session.

With a roll call vote, Hancock-yes, Kasten-yes, Palarski-yes, Schaefer-yes, Sutton-yes, and Thuot-yes. Motion carried. Time was 8:34 p.m.

- 12. **Reconvene in Open Session**

Time was 10:04 p.m.

Reported: Expulsions of two senior high students were approved.

- 13. **Adjourn**

Schaefer adjourned the meeting at 10:05 p.m.

Respectfully submitted,

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Rita A. Kasten, Clerk

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Elizabeth M. Schultz, Secretary to the Board

PLEASE NOTE: These minutes are not the official minutes of the Board of Education until they are approved at the February 26, 2008 board meeting.