

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

Regular Monthly  
Board Meeting

February 24, 2009

7:30 p.m.

MINUTES

**1. Call to Order**

President Schaefer called the regular monthly school board meeting to order on February 24, 2009 at 7:30 p.m. at the Administration Building.

**2. Roll Call**

Board members present: Mary Hancock, Jason Jablonski, Rita Kasten, Valerie Palarski, Larry Schaefer, Andrew Sutton and Gretchen Thuot. Student Representative Kaitlin Heller was present. Also present were Kristine A. Gilmore, Superintendent of Schools, and Thomas R. Owens, Assistant Superintendent, Business/Personnel Services. For visitors: See Register.

**3. Pledge to the Flag**

Those present recited the pledge to the flag.

President Schaefer announced the Board would adjourn to closed session following the open meeting pursuant to W.S.S. 19.85(1)(c)(e) –to hear an update on negotiations with the Everest Paraprofessional Union Local 1908 (EPU), to discuss teacher retirement benefits, and to consider administrator contracts for 2009-2010.

**4. Hearing of Delegations Present**

4.1. Gary & Terri Engen, 3002 Pat Street, Weston, addressed the board regarding the snowboard team’s request to be recognized as a lettered sport.

**5. Consent Agenda**

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

5.1. Approval of Minutes

5.1.1. Minutes of January 27, 2009 – Regular School Board Meeting

5.2. Recommended Employment/Resignations/Contract Adjustments

***Certified Staff for 2008-09***

Teacher contract for 2009-10. A list of teachers is attached.

Administrator contracts for 2009-10. A list of administrators is attached.

***Summer School Directors***

Scot Abel	Director	\$5,665.00 (2/16/09 – 7/10/09)
Barbara Lawrence	Assistant Co-Director/Teacher	\$3,090.00 (2/16/09 – 7/10/09)
Don Abel, Jr.	Assistant Co-Director/Teacher	\$3,090.00 (2/16/09 – 7/10/09)

***Nonteaching Employees***

<b><i>Name</i></b>	<b><i>Position/Bldg</i></b>	<b><i>% Based on Append. B/C</i></b>	<b><i>Start</i></b>
Amy Fronck	Costumes/Props-3-Act Play-SH	3%	3-1-09
Larry Kirchgassner	Director-3-Act Play - SH	8%	3-1-09
Tammy Schultz-Lemmer	Costumes/Make up-3-Act Play-SH	3%	3-1-09
Wayne Steffenhagen	Weight Training Coord-Lunch Hours-SH	3%	3-1-09
Wayne Steffenhagen	Varsity Boy’s Track Asst Coach-SH	10%	3-9-09
Philip Suckow	Tech Director-3-Act Play-SH	6%	3-1-09
Rex Zemke	Varsity Boy’s Baseball Asst. Coach-SH	9%	3-23-09
Tom Bosman	7/8 <sup>th</sup> Grade Track Asst. Coach-JH	7%	3-16-09
Tracy Gajewski	9 <sup>th</sup> Grade Softball Head Coach-JH	7%	3-16-09

**Resignation(s)/Retirement(s)**

***Certified Staff***

<b><i>Name</i></b>	<b><i>Position</i></b>	<b><i>Effective Date</i></b>	<b><i>Type</i></b>
Janyth Morgan	Elementary Teacher/Evergreen	June 11, 2009	Early Retirement

- 5.3. Treasurer's Report-General/Other Fund Bills  
Checks #1192172-192485 in the amount of \$725,099.93 in payment of general fund bills.
- 5.4. Budget Transfers-Nine (12) as attached
- 5.5. Grant Application(s)/Budget(s) Approval-None
- 5.6. Youth Options Program-None
- 5.7. Fund-Raising Request(s)  
5.7.1. Schofield PTO Request to solicit donations for silent auction.
- 5.8. Gift(s)/Bequest(s)-None
- 5.9. Tuition Agreement(s)/Waiver Request(s)-None
- 5.10. Policy Approval-Second Reading
  - 5.10.1. Policy 3010 – Business Operation-Budgeting and Accounting-Budget Planning
  - 5.10.2. Policy 3015 – Business Operation-Budgeting and Accounting-Expenditures
  - 5.10.3. Policy 3020 – Business Operation-Budgeting and Accounting-Materials/Fees-REVISED
  - 5.10.4. Policy 3030 – Business Operation-Budgeting and Accounting-Gifts and Bequests
  - 5.10.5. Policy 3040 – Business Operation-Budgeting and Accounting-Operating Reserve
  - 5.10.6. Policy 3050 – Business and Non-Instructional Operations-Budgeting and Accounting-Activity Events and Athletic Tournament Proceeds
  - 5.10.7. Policy 3060 – Business Operation-Budgeting and Accounting-Sale and Disposal of School Equipment
  - 5.10.8. Policy 3070 – Business Operation-Budgeting and Accounting-Student Activity Funds
  - 5.10.9. Policy 3080 – Business Operations-Budgeting and Accounting-Use of Activity Events and Tournament Proceeds
  - 5.10.10. Policy 3090 – Business Operation-Budgeting and Accounting-Transfer of Appropriation
  - 5.10.11. Policy 3110 – Business Operation-Finance – Bonds-Long-Term
  - 5.10.12. Policy 3120 – Business Operation-Finance-Debt Limitations
  - 5.10.13. Policy 3130 – Business Operation-Finance-Investing Non-Trust Funds
  - 5.10.14. Policy 3040 – Business Operation-Finance-Loans – Long Term – Capital Improvement/Maintenance
  - 5.10.15. Policy 3145 – Business Operation-Finance-Loans – Short Term
  - 5.10.16. Policy 3200 – Business Operation-Food Service-Purpose
  - 5.10.17. Policy 3210 – Business Operation-Food Service-Free and Reduced Price Lunches
  - 5.10.18. Policy 3220 – Business Operation-Food Service-Competitive Sales
  - 5.10.19. Policy 3230 – Business Operation-Food Service-Supervision
  - 5.10.20. Policy 3310 – Business Operation-Legal and Environmental-Energy Management
  - 5.10.21. Policy 3320 – Business Operation-Legal and Environmental-Motorized Vehicular Traffic
  - 5.10.22. Policy 3330 – Business Operation-Legal and Environmental-Pest Management and Pesticide Use
  - 5.10.23. Policy 3340 – Business Operation-Legal and Environmental-Recycling
  - 5.10.24. Policy 3350 – Business Operation-Legal and Environmental-Retention and Destruction of Records
  - 5.10.25. Policy 3360 – Business Operation-Legal and Environment-Trademark Licensing
  - 5.10.26. Policy 3410 – Business Operation-Purchasing-Purchasing Procedures
  - 5.10.27. Policy 3510 – Business Operation-Transportation-Purpose
  - 5.10.28. Policy 3530 – Business Operation-Transportation-Operations-Regular Routes and Services-REVISED

- 5.10.29. Policy 3531 – Business Operation-Transportation-Operations-Authorization of Students to Participate in, and/or be Transported to, Out-of-School Activities Without School Personnel Being Present
- 5.10.30. Policy 3532 – Business Operation-Transportation-Operations-Rules for Bus Riders
- 5.10.31. Policy 3535 – Business Operation-Transportation-Operations-District Employees Transporting Students
- 5.10.32. Policy 3540 – Business Operation-Transportation-Complaints Against Bus Contractor-Employees
- 5.10.33. Policy 3550 – Business Operation-Transportation-Dismissal – School Cancellation and Early Release
- 5.10.34. Policy 3560 – Business Operation-Transportation-Safety-Emergencies-REVISED

## **6. Reports/Considerations**

### **6.1. Instruction & Personnel Operations Committee**

Meeting Canceled

### **6.2. Finance & Facilities Support Services Committee**

Meeting was held at 6:30 p.m. on 2/24/09.

#### **6.2.1. Buildings & Grounds Five-Year Plan**

Motion by Hancock, second by Jablonski, to approve the Buildings & Grounds five-year plan. With a show of hands, motion carried with two dissenting votes (Sutton, Palarski).

#### **6.2.2. Worker's Compensation Rating Report**

The Worker's Compensation Experience Factor for the district, determined by the Wisconsin Compensation Rating Bureau, is 1.04 for the 2009-10 school year.

#### **6.2.3. ASBO International's Meritorious Budget Award**

The Association of School Business Officials International (ASBO) awarded the district the Meritorious Budget Award for the second consecutive year.

#### **6.2.4. OSHA Safety Compliance**

The committee heard the OSHA safety compliance issues have been resolved and the district has produced a single District Safety Compliance Programs binder.

#### **6.2.5. Report on 2008 Energy Savings**

The district realized gross energy savings of \$63,000 in the calendar year 2008.

#### **6.2.6. Policy Review**

Motion by Hancock, second by Jablonski, to approve revisions to the following policy, as a first reading. Motion carried with a voice vote.

##### **6.2.6.1. Policy 3520 – Business Operation-Transportation**

#### **6.2.7. Other Items**

### **6.3. WASB Legislative Network Member**

Jablonski reported on the delegate assembly at the state convention. The primary race for state superintendent was held and there are now two candidates, Tony Evers and Rose Fernandez. The district won a scholarship at UW Milwaukee for \$1,000 at the convention.

### **6.4. CESA Representative**

Palarski reported on CESA activities. Contracts for 2009-10 are in progress.

### **6.5. Student Representative**

Kaitlin Heller reported on the recent blood drive; the council sold \$815 worth of daffodils for the American Cancer Society; and the Susan G. Komen Foundation will receive the funds raised by the powder buff (boys volleyball) game.

### **6.6. Superintendent**

#### **6.6.1. Report on Survey of Evergreen Elementary Site**

The superintendent reported on the survey of the Evergreen Elementary site. The district's property amounts to 47.475+/- acres at the site.

#### **6.6.2. National School Breakfast Week – March 2-6, 2009**

Elizabeth Burmaster has proclaimed that National School Breakfast Week is March 2-6, 2009.

#### **6.6.3. WIAA Update**

The Board heard an update on the WIAA realignment.

6.6.4. Commendations

- 6.6.4.1. Everest's DECA Chapter had 81 members compete in the District Career Development Conference in January in Wisconsin Rapids. Thirty members qualified for State DECA, which will be in March.
- 6.6.4.2. Everest's FBLA members participated in the Region 2 Leadership Conference at which 28 of the 31 DCE team members placed in the "Top 10" of their individual competition. Thirteen members qualified for State Competition in Milwaukee in April.
- 6.6.4.3. Commendation of dance team coaches Renee Buchholz and Wendy Vesper on their 2008-09 season and the teams participation at the WACPC State Dance Team meeting LaCrosse, finishing second in Jazz and fourth in Pom.
- 6.6.4.4. WIAA Sports Plus report from a hockey official regarding the positive sportsmanship of the boys' hockey teams in the D.C. Everest/Merrill game on 2/17/09.

**7. Unfinished Business**

7.1. District Goals

- 7.1.1. ACT Report

**8. New Business**

8.1. Snowboard Team Request for Varsity Letter

Motion by Sutton, second by Hancock, to approve the senior high snowboard team's request to receive varsity letters, with no financial support from the board at this time. Motion carried on a voice vote.

8.2. Other Business

Schaefer reported: the Wausau Area Taxpayers League has invited the district to give a referendum update on April 14; a call from the WASB regarding discussions on how board, administration and union work together in March; UW-Madison asked the district to participate in a study; the WASB convention: the new state law supporting gifted and talented education; and available grant money for which the Everest foundation would serve as a conduit.

**9. Petitions and Communications**

- 9.1. Mary Lemmer thank you for the Employee Special Recognition Award and pin.
- 9.2. Family of Don Lyon (father of Lisa Hoeckstra) thank you for memorial.
- 9.3. Family of Clem Jablonski (father of Mary Prill) thank you for memorial.
- 9.4. Family of David Carlson thank you for memorial.

**10. Future Meeting Dates**

**10.1. Instruction & Personnel Operations Committee**

Tuesday, March 10, 2009

~~7:30 a.m.~~, Administration Bldg.-Board Rm. (Time changed to 4:30 p.m.)

**10.2. Finance & Facilities/Support Services Committee**

Tuesday, March 17, 2009

6:00 p.m., Administration Bldg.-Board Rm.

**10.3. Next Regular Board Meeting**

Tuesday, March 17, 2009

7:30 p.m., Administration Bldg.-Board Rm.

**11. The Board will contemplate adjournment to closed session following the open meeting pursuant to W.S.S. 19.85(1)(c)(e) – to hear an update on negotiations with the Everest Paraprofessional Union Local 1908 (EPU), to discuss teacher retirement benefits, and to consider administrator contracts for 2009-2010.**

Motion by Hancock, second by Palarski, to adjourn to closed session following the open meeting pursuant to W.S.S. 19.85(1)(c)(e) – to hear an update on negotiations with the Everest Paraprofessional Union Local 1908 (EPU), to discuss teacher retirement benefits, and to consider

administrator contracts for 2009-2010. With a roll call vote, Hancock-yes, Jablonski-yes, Kasten-yes, Palarski-yes, Schaefer-yes, Sutton-yes, and Thuot-yes. Motion carried.  
Time was 8:48 p.m.

**12. Reconvene in Open Session**

**13. Adjourn**

The meeting adjourned at 10:40 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 March 17, 2009 board meeting.