

**Dec. 16, 2019 REVISED Regular School Board Meeting Minutes  
(Monday, December 16, 2019)**

Generated by Linda Weber on Tuesday, December 17, 2019

**1. Opening Items**

1.1 Call to Order

The Regular Meeting of the School Board on December 16, 2019 was called to order by Nicole Boyd, School Board President at 6:00 p.m. in the school band room.

1.2 Roll Call

Members Present: Nicole Boyd, Deb Knopf, Cindy Garrity, Glenn Carlson, Larry Deragon

Absent and Excused: Craig Hoopman, Rocky Tribovich

1.3 Pledge of Allegiance

1.4 Confirmation of Meeting Posting

1.5 Approval of Agenda

Motion to approve agenda as presented.

Motion by Deb Knopf, second by Cindy Garrity.

Final Resolution: Motion Carried

Aye: Nicole Boyd, Deb Knopf, Cindy Garrity, Glenn Carlson, Larry Deragon

1.6 Public Comments

Sarah Tourdot, LaPointe School Committee - the Island has a fundraising sale called "The Boutique" and the LaPointe School Committee raised \$300. The board received a thank you for the plant arrangement from a staff member that recently lost her mom.

1.7 Approval of Meeting Minutes

Motion to approve meeting minutes of the November 11, 2019 Regular School Board and November 11, 2019 Impact Aid Hearing.

Motion by Glenn Carlson, second by Larry Deragon.

Final Resolution: Motion Carried

Aye: Nicole Boyd, Deb Knopf, Cindy Garrity, Glenn Carlson, Larry Deragon

**2.0 Communication**

2.1 Effective Communication - Jeff Gordon, District Administrator

Mr. Gordon will again schedule three Superintendent Coffee Chats in the community as part of the strategic planning process. The three meetings will be held the 2nd or 3rd week of January at the Bayfield Public Library, Legendary Waters, and Madeline Island Library. Mr. Gordon will share with community members the great things happening at the school such as the school report card and the BlueRibbon Award recognizing the elementary school. Admin or staff will attend as the recorder to take notes on the chat and what questions are asked. Topics depend on who will attend with Mr. Gordon. He hopes to address community questions a far range of topics. President Boyd asked for a summary report of the chats in a separate form from the regular administrative report.

2.2 Every Teacher Attendance Report (ETAL)

President Boyd restated that the ETAL Committee doesn't need to present in person to the Board and a submitted report on attendance is adequate.

2.3 Band Trip Update - Ron Borchers

Fundraising for the trip to San Francisco continues. The trip is scheduled for May 19-24, 2020. No substitute teachers needed as this time because it is Water Week at the school. Itinerary was provided and reviewed. Fundraising is going well -

\$27,350.08 in the account. Need to make payment soon of \$30,000 to travel company. Bingo fundraiser New Year's Day at Legendary Waters Casino and Resort, and Feb. 29 is a Gala with silent auction and performances by the high school band, Liz Woodworth Trio and another live band. In the past, the Gala has been catered by the Fat Radish.

#### 2.4 Acknowledgement of Cash Donation Received for School Band Trip

From the Sunny Side Club - Town of Russell - \$50 to the spring band trip.

#### 2.5 TAP Program Update and Donation Recognition

Report submitted by TAP Coordinator, Sally Kessler, and a \$200 donation to TAP from Thomas & Susan Bogaard. TAP is looking exceedingly full at the Bayfield School as well as at the LaPointe Troller Afterschool Program is very popular.

#### 2.6 Recreation and Fitness Resources - Notification of Change

Change notification from RFR that school staff will receive a reduced discount on membership of 10%. District did not know about this prior to receiving the letter.

### 3. Board Reports

#### 3.1 Future Agenda Items:

Request by Board to include JOM meeting minutes in the school board meeting agenda and invite the JOM Committee to attend board meetings. Jeff Gordon and Anne Sullivan attended last month meeting. More communication and sharing of information will strengthen the partnership.

#### 3.2 Finance Committee

Discussed vouchers, 2019-2020 Wintertime Transportation Agreement Renewal, the Wintertime Cooperative Transportation Agreement is not on the agenda as the renewal is still under review by the Admin team, TAP Donation Recognition, Financial Audit for the 2018-2019 School Year, Retired Employee Medical Benefit Package.

#### 3.3 Policy Committee

Attendees included Nicole Boyd, Cindy Garrity, Jeff Gordon, Randi Johnson, Cathy Smith. Discussed NEOLA Policies and process, Required Personal Finance Coursework 2020-2021 SY, Recreation Center Resources - Notification of Change, Retired Employee Medical Benefit Package, Board Request Open Table Staff Incentive Discussion and the Pre-arranged absence on an Inclement Weather Day.

#### 3.4 Wellness Committee

Next Meeting Tuesday, January 21, 2020.

### 4. Administrative Reports

#### 4.1 District Administrator Report

#### 4.2 Director of Special Education and Pupil Services/4K-5 Principal Monthly Report

#### 4.3 November/December 2019 MS/HS Principal Report

#### 4.4 IT System Administrator Report

#### 4.5 Buildings & Grounds Report

#### 4.6 Athletic Director Report

#### 4.7 Bayfield Recreation Center Report

#### 4.8 Finance Manager Report

#### 4.9 Approval of Administrative Reports

Motion to approve administrative reports 4.1 to 4.9 as presented.

Motion by Deb Knopf, second by Glenn Carlson.  
Final Resolution: Motion Carried

Aye: Nicole Boyd, Deb Knopf, Cindy Garrity, Glenn Carlson, Larry Deragon

Discussion: Question on Finance Manager Report: Sick leave graph was great. Upon board request, finance manager will provide on monthly basis how many employees have zero.

## **5. Financial Accounting**

### 5.1 Vouchers

Motion to approve vouchers as presented totaling \$683,748.04.

Motion by Glenn Carlson, second by Cindy Garrity.

Final Resolution: Motion Carried

Aye: Larry Deragon, Deb Knopf, Nicole Boyd, Cindy Garrity, and Glenn Carlson.

## **6. Unfinished Business**

### 6.1 Strategic Plan Update - Kevin Stranberg

1. Addendum to Contract Completed on how to update current Strategic Plan and look at practical plan and tactics. Admin did a good job on gathering data and moving the mark on current strategic plan. Communication is one tactic that was worked on.

2. Board confirmed the updated Strategic Planning process starts in 2020 and will start late Winter (Feb/March) and end in August. According to this schedule, the plan would be in place by January 2021.

3. Board Retreat dates that work for Mr. Stranberg are January 11, 2020 and February 1, 2020. Kevin will make time-frame work according to the needs of the school board.

### 6.2 Approval of All NEOLA Policies

Motion to approve first reading of NEOLA Policies.

Motion by Cindy Garrity, second by Deb Knopf.

Final Resolution: Motion Carried

Aye: Nicole Boyd, Deb Knopf, Cindy Garrity, Glenn Carlson, Larry Deragon

Discussion: Jeff Gordon reviewed the approval process we have followed since July 2019. NEOLA representative, Chris Patrito, suggested 1st reading of policies in December 2019 as the policies have been vetted for last two years. After 1st reading, the policies then go back to NEOLA to clean up edits and get them back to us in final form for the 2nd reading. President Boyd clarified with Superintendent Gordon that the Resolution to be signed is a NEOLA process, not the District. The 2nd reading will be scheduled for the February school board meeting.

## **7. New Business**

### 7.1 District Annual Report Card

The projectory for the District is moving up overall. One area that dropped is middle school attendance. The elementary school received the Blue Ribbon award this year. This information will be shared in the upcoming Superintendent Coffee Chats with community. LaPointe Elementary isn't included in district-wide data because testing is only in grades 4, 8, and 10. Next year will be a better picture with more grades being tested and with a different test. This year more referrals than ever. Last year's attendance data and two years ago for attendance (3 yr window). Principal Swanson believes it will help to have new teachers being better trained on how to give assessments. President Boyd requested the District continually share grades on our media sources instead of at one standardized time (when state report cards come out). Find a better way to communicate data that is current. This would help teachers and admin to see what is making a difference. People want to hear continual progress. Request that administration samples to the school board of what they'd want to showcase. Jeff Gordon will gather information at Coffee Chats of what community members would like to see. Also staff attendance charts to show improvements over time would be useful so people can understand connection between staff attendance and student success. Visual info would be great.

### 7.2 Consider Coach & Staff Resignations

Motion to approve resignations of Dan Kovach, Math Interventionist and Anne Kriskovich as HS Girls Assistant Soccer Coach as presented.

Motion by Nicole Boyd, second by Glenn Carlson.

Final Resolution: Motion Carried

Aye: Nicole Boyd, Deb Knopf, Cindy Garrity, Glenn Carlson, Larry Deragon

### 7.3 Consider Staff Retirements

Motion to approve retirements of Beth Kasinski and Marilu Stepien as presented.

Motion by Cindy Garrity, second by Larry Deragon.  
Final Resolution: Motion Carried  
Aye: Nicole Boyd, Deb Knopf, Cindy Garrity, Glenn Carlson, Larry Deragon

Discussion: Beth Kasinski, FACE teacher has been with the School District of Bayfield for 33 years. Marilu Stupien, PE & Health Teacher, has 25 years with the District. The Board extends their appreciation of service and congratulations on reaching retirement.

#### 7.4 Sick Leave Incentive Revision

Motion to approve revision as presented.

Motion by Cindy Garrity, second by Deb Knopf.  
Final Resolution: Motion Carried  
Aye: Nicole Boyd, Deb Knopf, Cindy Garrity, Larry Deragon  
Nay: Glenn Carlson

Discussion: Mr. Gordon stated the revision will allow staff to attend an appointment out of the area such as Duluth for a full day without having to report to work.

#### 7.5 Required Personal Finance Coursework 2020-2021 SY

Motion to approve as presented.

Motion by Nicole Boyd, second by Cindy Garrity.  
Final Resolution: Motion Carried  
Aye: Nicole Boyd, Deb Knopf, Cindy Garrity, Glenn Carlson, Larry Deragon

Discussion: Cathy Smith will be the teacher of this course and she was present to discuss how this was needed in our school district. Upon approval tonight, Cathy will submit the notes to the NextGen Personal Finance Organization as we have already been granted \$10,000 to initiate the course and send her to the National Change Makers Conference in San Francisco, CA.

#### 7.6 2019-2020 Winter Transportation Agreement Renewal

Motion to approve renewal of the 2019-2020 Winter Transportation Agreement as presented.

Motion by Glenn Carlson, second by Deb Knopf.  
Final Resolution: Motion Carried  
Aye: Nicole Boyd, Deb Knopf, Cindy Garrity, Glenn Carlson  
Nay: Larry Deragon

Discussion: The Winter Transportation Co-op Agreement will be on the January school board agenda.

#### 7.7 Spring School Board Election Schedule

Discussion: Election Clerk was asked to announce filings as of today's date as follows: Non-Candidacy Notice - Rocky Tribovich; Notice of Candidacy for Town of Russell - Esme Martinson; Notice of Candidacy for Town of Bayfield - Magdalen Dale. Non-Candidacy Notices are due by 5:00 pm on Friday, December 27, 2019 and Notices of Candidacy filings are due January 7, 2020.

#### 7.8 Financial Audit for the 2018-2019 School Year

Motion to accept financial audit as presented.

Motion by Glenn Carlson, second by Nicole Boyd.  
Final Resolution: Motion Carried  
Aye: Nicole Boyd, Deb Knopf, Cindy Garrity, Glenn Carlson, Larry Deragon

#### 7.9 Schedule Board Retreat

The Board Retreat will be held on Saturday, January 11, 2020.

### 8. Executive Session

#### 8.1 Adjourn to Executive Session in Accordance with Wisconsin Statute 19.85

Motion to Adjourn to Executive Session in Accordance with Wisconsin Statute 19.85(1)(c) Consider the employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility and (f) consider financial, medical, social, or personal histories or disciplinary data of

specific persons, preliminary consideration of specific personnel problems, or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations.

Motion by Glenn Carlson, second by Cindy Garrity.

Final Resolution: Motion Carried

Aye: Nicole Boyd, Deb Knopf, Cindy Garrity, Glenn Carlson, Larry Deragon

### 8.3 Consider Staff Resignation

### 8.4 c) Hiring - High School Assistant Wrestling Coach

### 8.5 Reconvene in Open Session

Motion to return to Open Session at 7:36 pm by Glenn Carlson, second by Larry Deragon. All in favor. Motion Carried.

## 9. Closing Items

### 9.1 Announcement of / Action on Items from Closed Session

Motion by Larry Deragon to approve Anne Kriskovich leave extension request, second by Glenn Carlson. Final Resolution: Motion Carried Aye: Nicole Boyd, Deb Knopf, Cindy Garrity, Glenn Carlson, Larry Deragon

Motion by Glenn Carlson to approve resignation of Lisa Baldwin, Elementary Playground Supervisor, second by Cindy Garrity. Final Resolution: Motion Carried. Aye: Nicole Boyd, Deb Knopf, Cindy Garrity, Glenn Carlson, Larry Deragon

Motion by Larry Deragon to approve the hire of Joe Defoe as High School Assistant Wrestling Coach, second by Glenn Carlson. Final Resolution: Motion Carried. Aye: Deb Knopf, Cindy Garrity, Glenn Carlson, Larry Deragon. Abstain: Nicole Boyd.

### 9.2 Adjournment

Motion to adjourn December 16 Regular School Board Meeting by Cindy Garrity, second by Glenn Carlson. All in favor. Motion carried.