

MINUTES OF BOARD MEETING  
Manitowoc Board of Education  
April 29, 2014

A special meeting of the Board of Education was called to order by Board President Linda Gratz at 12:18 p.m. Members present were Ms. Barbara Herrmann, Mr. Dave Longmeyer, Mr. Dave Nickels, Ms. Karen Rohrer, Ms. Catherine Shallue, Mr. Keith Shaw, and Ms. Linda Gratz. Also present were Superintendent Marcia Flaherty and Board secretary Rebecca McLafferty.

Director of Human Resources Andrea Holschbach and Director of Elementary and Secondary Education Debby Shimanek were also present.

Superintendent Flaherty indicated that district policies are reviewed or created by NEOLA prior to recommendation for District approval. By changing the Policy and Personnel Committee to the Policy Committee, policies will be reviewed by appropriate committees as they are revised or created. The Personnel Committee will address personnel issues without the burden of also reviewing every district policy. On motion by Karen Rohrer, seconded by Catherine Shallue, the Policy and Personnel Committee was unanimously renamed and modified as presented. Superintendent Flaherty said that she would like to try this for a year and then look at the committee's effectiveness.

Linda Gratz complimented the revised Administrative Handbook. Keith Shaw asked about the proposed 4-K Collaborative Site Principal position and where it would fit into the List of Administrator Positions. Superintendent Flaherty replied that the 12-month position would be a Salary Level III position, much like the McKinley Academy/Instruction Technology Coordinator or the Summer School Principal/EXCEL Programming position. When asked about potential changes to the handbook, Gratz referred to the statement on page 11, "The contents of this handbook may be updated at the District's discretion at any time."

Discussion ensued when Dave Longmeyer asked about evaluation timelines, expressing concerns that one evaluation every three years is not frequent enough to be an effective development process for employees. He was concerned about annual goals and mid-year and end-of-year assessments. Director Holschbach said that she would meet with Longmeyer to discuss SLOs and goals which are part of the evaluation process. Longmeyer reiterated his feelings that this process should be formalized at some point. Discussion revolved around how often evaluations should be completed. Longmeyer indicated that he would support the handbook, but agreed that the evaluation process outlined in the handbook should go to the Personnel Committee, and that revisions to the evaluation plan should be considered. When asked about administrators signing individual contracts and having changes made, it was stated that post-employment benefits would be printed on individual contracts to lock them in for that year. On motion by Dave Nickels, seconded by Keith Shaw, the administrative handbook was approved as presented (6-1, Shallue dissenting). In response to the Board President's inquiry, Shallue said she dissented because of evaluation concerns voiced by Dave Longmeyer.

On motion by Karen Rohrer, seconded by Barbara Herrmann, the Board unanimously approved the Resolution Allowing Facsimile Signatures.

At 12:43 p.m., a motion was made by Karen Rohrer, seconded by Keith Shaw, and unanimously carried by roll call vote, to convene in closed session for the purposes of considering the employment, promotion, compensation or performance of a specific employee over which the Board of Education exercises jurisdiction and responsibility; and to consider the performance evaluation of the Superintendent of Schools of the School District, as authorized pursuant to Section 19.85(1)(c) of the Wisconsin Statutes.

The Board reconvened in open session at 1:30 p.m. for the purpose of approving item #1 from closed session.

Board secretary Rebecca McLafferty was absent.

Keith Shaw moved that the Board approve an increase of \$2,000 for Cathi Burish's 2013-14 contract, as compensation for her additional duties as 4K-5K Collaborative Site Principal, and \$4,000 for the 2014-15 contract, and for the contract to reflect a 12-month appointment rather than her current 10-month appointment. Motion was seconded by Dave Longmeyer. Motion passed unanimously.

Motion to adjourn was made by Keith Shaw and seconded by Catherine Shallue at 1:35 p.m. Motion passed.

Respectfully submitted,  
Rebecca McLafferty, Secretary

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Linda Gratz  
Board President