

MINUTES OF BOARD MEETING  
Manitowoc Board of Education  
October 11, 2016

A regular meeting of the Board of Education was called to order by Board President Keith Shaw at 6:30 p.m. Members present were: Ms. Linda Gratz, Ms. Barbara Herrmann, Ms. Elizabeth Williams, Ms. Karen Rohrer, Ms. Catherine Shallue, and Mr. Keith Shaw. Also present were Superintendent Mark Holzman and Board secretary Rebecca McLafferty. Member absent: Mr. Dave Nickels

The meeting began with the Pledge of Allegiance.

Director of Business Services Ken Mischler conducted a public hearing on the proposed 2016-2017 budget. A summary of the 2015-2016 and proposed 2016-2017 budget expenditures, revenues, total tax levy, equalized property value, and the net tax levy rate was provided. Mischler noted that the tentative budget numbers voted on tonight will be adjusted at the October 25, 2016, Board meeting. The projected revenue limit is down \$619,307 or -1.2% over last year. Projected equalization aid is up \$373,898 or 1.3%. General Fund budgeted expenditures grew by \$2,204,603, or an increase of 3.96%. The property tax levy is projected to decrease \$527,834 or -2.54%, for a projected tax rate of \$8.66. It was noted that the projected tax rate would still be much lower than the State average and be the lowest in Manitowoc County, and one of the lowest in the state. There being no further comments, Board President Keith Shaw declared the public hearing closed at 6:54 p.m.

The regular meeting of the Board of Education was called to order by Board President Keith Shaw. All Board members were logged into BoardBook.

A motion was made by Barbara Herrmann, seconded by Catherine Shallue, and unanimously carried (6-0), to approve the minutes of the September 13, 2016, regular meeting. A motion was made by Barbara Herrmann, seconded by Catherine Shallue, and unanimously carried (6-0), to approve the minutes of the September 27, 2016, regular meeting.

Board President Keith Shaw acknowledged correspondence inviting Board members to attend the Outdoor Learning Area ribbon cutting event at Riverview School on October 25 at 9:00 a.m.

Monroe Elementary School Principal Bill Bertsche shared information on their elementary sports extracurricular programming. Also present were cross-country and running club coach Jacque Bartow and a number of Monroe Running Club students, who spoke about their experiences on the Running Club.

Personnel Committee Chairperson Linda Gratz reported on the October 3, 2016, meeting. The meeting began with discussion of potentially adding a professional development day for educators to the 2017-2018 school calendar. The following positions were approved to come to the full Board for approval: Instructional Aide for 15 hours/week at Jackson Elementary for 2-5<sup>th</sup>

and 2-6<sup>th</sup> grade classes to support 28-29 students; and a 35-hour/week ELL aide to be shared between Monroe and Washington Schools, supporting increased enrollment/student needs.

The payment of vouchers was presented by Director of Business Services Ken Mischler. A motion was made by Karen Rohrer, seconded by Barbara Herrmann, and unanimous (6-0) carried to approve voucher #713 totalling \$3,284,966.37, and voucher #716 totalling \$3,082,194.46, for a total of \$6,367,160.83. The financial report for the month ending September 30, 2016, was reviewed.

Director of Human Resources Joyce Greenwood-Aerts presented the Personnel Report consisting of one retirement, one termination, recommended approval of two professional and five support positions, lane movement for five employees, and recommended approval of extra-curricular stipends. After Board inquiries, motion was made by Catherine Shallue, seconded by Elizabeth Williams, and unanimously carried (6-0), to approve the Personnel Report as presented.

Superintendent Holzman acknowledged the Superintendent and Directors Report. He extended his appreciation to staff members for their input. In response to Board inquiry regarding the wellness team, Director Shimanek indicated that she will bring information back to the Board including the three wellness components.

Director Mischler presented the third Friday enrollment count to the Board. Discussion around this topic included the district's declining enrollment trend, potential future numbers, and the impact of the district's summer school program on enrollment.

On motion by Catherine Shallue, seconded by Linda Gratz, and unanimously carried (6-0), the Board accepted the donation of special education equipment from Eleanor Agnew, valued at \$3,300.

Summer School Coordinator/Madison School Principal Michael Dunlap presented the 2016 Summer School Report. Approximately 2,600 students participated in this year's program. He noted that Summer School participation has increased by over 1,000 students from 7 years ago.

On motion by Elizabeth Williams, seconded by Catherine Shallue, and carried, Director of Elementary and Secondary Education Debby Shimanek was again designated as the District's Equity/Title IX Coordinator.

Superintendent Mark Holzman acknowledged that Wisconsin School Board Appreciation Week was October 2-8, 2016. He thanked Board members for their valuable service to the community. He also announced that Lincoln High School students will perform "Sherlock Holmes and the Adventure of the Suicide Club" on Saturday, October 15. Aurora will hold the first of four sessions on October 25, with this topic to be concussions. Recent homecoming events were acknowledged and thanks extended to the many staff members and individuals that made the events so successful.

Catherine Shallue made a motion to approve the 2016-2017 budget totaling expenses of \$74,141,528 and a tax levy of \$20,222,741. Karen Rohrer seconded the motion, which was unanimously approved (6-0) by roll call vote.

Superintendent Holzman reported holding the first initial meeting to discuss the district's mission statement. Approximately 25 members from the MPSD community met at 4 p.m. prior to the Board meeting. There are plans to add additional students and parents.

Second reads of the following policies were held: 0100 – Definitions; On motion by Barbara Herrmann, seconded by Catherine Shallue, the policy was unanimously approved. 0167.1 – Voting; On motion by Karen Rohrer, seconded by Elizabeth Williams, the policy was unanimously approved. 3440/4440 – Job-Related Expenses (revised); On motion by Barbara Herrmann, seconded by Elizabeth Williams, the policy was unanimously approved. 6111 – Internal Controls (replacement); On motion by Karen Rohrer, seconded by Catherine Shallue, the policy was unanimously approved. 6112 – Cash Management of Grants (new); On motion by Barbara Herrmann, seconded by Elizabeth Williams, the policy was unanimously approved. 6114 – Cost Principles – Spending Federal Funds (new); On motion by Linda Gratz, seconded by Catherine Shallue, the policy was unanimously approved. 6116 – Time & Effort Reporting (new); On motion by Barbara Herrmann, seconded by Karen Rohrer, the policy was unanimously approved. 6325 – Procurement – Federal Grants/Funds (new); On motion by Linda Gratz, seconded by Karen Rohrer, the policy was unanimously approved. 7300 – Disposition of Real Property (revised); On motion by Barbara Herrmann, seconded by Karen Rohrer, the policy was unanimously approved. 7310 – Disposition of Surplus Property (revised); On motion by Karen Rohrer, seconded by Elizabeth Williams, the policy was unanimously approved. 7450 – Property Inventory (revised); On motion by Barbara Herrmann, seconded by Karen Rohrer, the policy was unanimously approved. 8451 – Pediculosis (Head Lice); On motion by Barbara Herrmann, seconded by Catherine Shallue, the policy was unanimously approved.

On motion from the Personnel Committee, the following positions were unanimously (6-0) approved: Instructional Aide, 15 hours/week, Jackson School; ELL Aide, 35 hours/week, shared between Monroe and Washington Schools.

On motion by Catherine Shallue, seconded by Barbara Herrmann, the meeting adjourned at 8:22 p.m.

Respectfully submitted,  
Rebecca McLafferty, Secretary

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Keith Shaw  
Board President