

MINUTES OF BOARD MEETING
Manitowoc Board of Education
November 8, 2016

A regular meeting of the Board of Education was called to order by Board President Keith Shaw at 7:00 p.m. Members present were: Ms. Linda Gratz, Ms. Barbara Herrmann, Ms. Elizabeth Williams, Mr. Dave Nickels, Ms. Catherine Shallue, and Mr. Keith Shaw. Also present were Superintendent Mark Holzman and Board secretary Rebecca McLafferty. Member absent: Ms. Karen Rohrer

The meeting began with the Pledge of Allegiance. 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 October 11, 2016, regular meeting and the October 25, 2016, special meeting.

Wilson Junior High School Principal Lee Thennes introduced teachers Jody Henseler and Marissa Thayer, whom reported on team teaching (English and Science) using project based learning (PBL). Some presentation highlights included the keys to PBL, collaboration, critical thinking/problem solving, communication skills, themes, and student presentations. Students explained steps taken to formulate and carry out their "Tree Trunk Chairs" project, identifying project benefits of communicating, asking for help, and presentation skills.

Curriculum Committee Chairperson Barbara Herrmann reported on the October 27, 2016, meeting. The Committee voted to approve the following items to go forward for Board approval: Course Proposals – Painting (10-12); Ceramics (10-12); Digital Art (7-8 Wilson); 7/8 Art Studio (7-8 Wilson); Oral Interpretation Communications (10-12); Textbook Recommendation – The Cultural Landscape: Introduction to Human Geography (AP Geography); Request for School Trips – Fashion Design Career Trip (Chicago) advisory; French Live 2017-2018 (Travel Spring 2018); and National Board Certification/Doctorate Process – Handbook Revision. At the Committee meeting, Director Jason Bull gave a School Performance Report Overview and noted that District/School Report Cards are embargoed for public release until November 18.

Personnel Committee Chairperson Linda Gratz reported on the October 31, 2016, meeting. After a report by Human Resources Director Joyce Greenwood-Aerts and Special Education Program Support Katie Eichmann, the Committee voted to approve seven additional special education staff members (one teacher and six paraprofessionals) due to an influx of students requiring mandatory special education services. This committee-approved request will go forward for full Board approval. The total salary/benefits of \$193,500 would be paid for out of the \$1.2 million earmarked for capital improvements and miscellaneous items for the 2016-17 budget. Also approved to go forward to the full Board were the first read of policies 3124 – Employment Contract; 3362.01 – Threatening Behavior Toward Staff Members (Professional Staff); and 4362.01 – Threatening Behavior Toward Staff Members (Support Staff).

In the absence of Finance and Budget Committee Chairperson Karen Rohrer, Business Services Director Ken Mischler reported on the November 1, 2016, meeting. The committee voted to approve the following policies to go forward for 1st reads: 6320 – Purchasing (revised); 6700 – Fair Labor Standards Act (FLSA) (new); 8531 – Free and Reduced Price Meals (new); 8900 – Fraud (new); and 9700.01 – Advertising and Commercial Activities (new). Policy 6110 – Federal Funds, was not approved to go forward at that time.

The payment of vouchers was presented by Director of Business Services Ken Mischler. A motion was made by Catherine Shallue, seconded by Linda Gratz, and unanimous carried to approve voucher #718 totalling \$2,701,414.45 and voucher #721 totalling \$2,276,424.38, for a total of \$4,977,838.83. The financial report for the month ending October 31, 2016, was unanimously approved (6-0).

In the absence of Human Resources Director Joyce Greenwood-Aerts, Superintendent Mark Holzman presented the Personnel Report consisting of four retirements and two resignations, five support staff appointments, one lane movement, and extra-curricular stipends. On motion by Catherine Shallue, seconded by Linda Gratz, the Board unanimously (6-0) approved the Personnel Report as presented.

Superintendent Holzman also presented an Addendum to the Personnel Report recommending approval of a retirement request from Cindy Mischler. On motion by Barbara Herrmann, seconded by Elizabeth Williams, the Board “accepted the resignation of Cindy Mischler for the purpose of retirement” (5-1, Shallue opposed).

Superintendent Holzman acknowledged the Superintendent and Directors Report. Board members had the opportunity to ask questions.

Directors Jason Bull and Debby Shimanek gave a 2015-2016 MPSD assessment update. Some highlights included Wisconsin Student Assessment System (WSAS) background, purpose, overview and results for English Language Arts and Mathematics, ACT Suite, ACT + writing, spring 2016, and next steps.

Superintendent Mark Holzman presented the 2017-2018 school calendar, which did not require Board action. It was noted that there were errors on the presented calendar. Superintendent Holzman indicated that they would be corrected and the calendar redistributed.

Superintendent Holzman and Board members gave a brief update on the October 26, 2016, Fall Regional Meeting in Kiel, Wisconsin. It was noted that the Board of Education’s public input protocol should be revised to include public input accountability.

Board member Linda Gratz was presented with a Wisconsin Association of School Boards (WASB) Certificate of Achievement.

Superintendent Holzman's district activity update mentioned an upcoming Board development survey tool, upcoming school calendar dates, and district mission/vision meeting collaboration.

On motion from the Curriculum Committee, the following courses were unanimously approved (6-0): Painting (10-12); Ceramics (10-12); Digital Art (7-8 Wilson); 7/8 Art Studio (7-8 Wilson); and Oral Interpretation Communications (10-12).

On motion brought from the Curriculum Committee, the following textbook will be available for review until the December, 2016, Board meeting, at which time the textbook will be voted on for approval: The Cultural Landscape: An Introduction to Human Geography (AP Edition).

The Curriculum Committee brought two trips to the Board for approval. It was noted by Dave Nickels that the Fashion Design Career Trip (to Chicago) had already taken place. Since this was brought to the Board for informational/advisory purposes, the Board agreed not to vote on that trip. On motion from Committee, the Board unanimously (6-0) approved the French Live Trip 2017-2018 (Travel Spring 2018).

On motion from Curriculum Committee, the Board unanimously (6-0) voted to approve the handbook revision for National Board Certification/Doctorate Process as presented. The following notations were made: If the employee recertifies, they will no longer be required to complete an annual project; and completion of a yearly project is not required to receive the \$2,500 annual stipend.

On motion from the Personnel Committee, the Board voted unanimously (6-0) to approve additional special education staffing requests as submitted by Director Joanne Metzen, for 1.0 FTE teacher and 6.0 FTE paraprofessionals for a total of \$193,500. The \$193,500 will come from the \$1.2 million earmarked for capital improvements and miscellaneous items in the 2016-2017 budget. Dave Nickels questioned the possibility of additional mandated staffing requests and where the funding would come from. It was noted that this topic should be included in early budget discussions.

On motion from the Personnel Committee, the Board voted to approve the following policies: Policy 3124 – Employment Contract; Policy 3362.01 – Threatening Behavior Toward Staff Members (Professional Staff); and Policy 4362.01 – Threatening Behavior Toward Staff Members (Support Staff). Dave Nickels questioned whether policy 3124 duplicated any policies currently in place with the District. If this material is present in another policy, he questioned why the District would need to approve an additional policy. Superintendent Holzman indicated that the policy is brought forward upon the professional recommendation of NEOLA. On motion from the Personnel Committee, the first reads of the above referenced three policies were unanimously approved (6-0), with the issue to be investigated prior to the second read, as to whether or not policy 3124 is a policy duplication or a necessary addition.

On motion from the Finance & Budget Committee, the Board voted unanimously (6-0) to approve the first read of following policies: Policy 6320 – Purchasing (revised); Policy 6700 –

Fair Labor Standards Act (FLSA) (new); Policy 8531 – Free and Reduced Price Meals (new); Policy 8900 – Fraud (new); and Policy 9700.01 – Advertising and Commercial Activities (new).

On motion by Linda Gratz, seconded by Barbara Herrmann, the Board unanimously (6-0) approved the Bloodborne Pathogens Plan, in compliance with Board Policy #8453.01.

On motion by Barbara Herrmann, seconded by Elizabeth Williams, the Board unanimously (6-0) approved the 2016 Emergency Nursing Services Plan.

Board President Keith Shaw indicated that Board members interested in attending the 2016-2017 State Education Convention need to request registration no later than November 22, 2016.

On motion by Catherine Shallue, seconded by Linda Gratz, and unanimously carried (6-0), the meeting adjourned at 8:34 p.m.

Respectfully submitted,
Rebecca McLafferty, Secretary

Keith Shaw
Board President