

MINUTES OF BOARD MEETING
Manitowoc Board of Education
July 8, 2008

A regular meeting of the Board of Education was called to order by President Michael Herrity at 7:00 p.m. on July 8, 2008. The following Board members were present: Mr. Jim Protsman, Ms. Judy Carey, Mr. Lee Braunel, Mr. Bob Jome, Mr. Ron Kossik, and Mr. Michael Herrity. Also present were Superintendent Mark Swanson and Board secretary Rebecca McLafferty.

The meeting began with the pledge of allegiance.

A motion was made by Ron Kossik, seconded by Bob Jome, and carried to approve the minutes of the June 10, 2008, regular meeting and the June 17, 2008, special meeting.

Amy Hayward of 2329 Logwood Lane, Manitowoc, WI 54220 spoke to the Board on behalf of Northeast Wisconsin (NEW) Montessori Charter School located in Cleveland, Wisconsin. Hayward requested the Board consider entering into a "cost neutral" transportation agreement with Montessori to provide bus transportation to the school which is located in Sheboygan County. The transportation agreement was initially proposed to the Manitowoc Public School District in January 2008.

The payment of vouchers was presented by Director of Business Services Ken Mischler. A motion to approve voucher #863 totaling \$5,683,811.94 and voucher #902 totaling \$877,602.66, for a total of \$6,561,414.60 was made by Lee Braunel, seconded by Bob Jome, and carried. There were no financial statements this month due to the annual audit.

Director of Human Resources Andrea Holschbach presented the Personnel Report and its addendum, which included six resignations, hiring of professional and support staff, level movement on the teacher salary schedule for fourteen teachers, and payment of extracurricular contracts. A motion was made by Jim Protsman, seconded by Judy Carey, and carried, to approve the Personnel Report and its Addendum, as presented.

School Forest Coordinator Patty Maher presented the Rahr Memorial School Forest year-end report for 2007-2008. The report highlighted use by over 11,000 students, making the Rahr Memorial School Forest the most used school forest in the state of Wisconsin. Also highlighted were conferences attended, grants received, workshops and community events, a property/equipment update, and donations received. Coordinator Maher reported that the number of gypsy moths currently in the school forest has decreased significantly from previous years. A video prepared by Jackson School employee Sherri Lipski entitled, "Get to Know Your Wild Side" illustrated numerous activities held during the June 9-13, 2008, summer school class.

On motion by Bob Jome, seconded by Judy Carey, motion carried to approve depositories for District funds, as required by Section 120.44(7) of Wisconsin Statutes and Board of Education Policy Number 661.

A motion to approve initial and additional loans for 2008-09 totaling \$225,000 and to authorize approval of any additional loan requests that are received up to the \$252,000 amount was made by Bob Jome, seconded by Judy Carey, and carried 5-0 (Kossik abstained). Board members commended the program and its increased participation by Lincoln High School graduates.

A motion to approve a transportation contract with Brandt Buses was made by Ron Kossik, seconded by Bob Jome, and carried. The contract includes a 2.5% increase, no change in the diesel fuel escalator clause, and an extension of the current contract for an additional year, thereby extending it until 2013.

Superintendent Swanson's district activity report commended Public Information Specialist Joan Graff's work on the District calendar, containing nine months of high quality banner ads; sponsorship advertisement solicitation continues for the proposed JFK scoreboard; and \$6,200 worth of contracted athletic trainer services were provided to 1,227 students/families by Holy Family Memorial Rehab Plus.

Superintendent Swanson and Board members relayed frustration and disappointment over a June 25, 2008, Herald Times Reporter article entitled, "Lincoln High gets a failing grade." Despite explanative efforts by Swanson, the article remained incorrect after initially being posted online prior to printing, asserting that the District received a failing grade. Lincoln High School sophomores surpassed the required 74% reading proficiency level, reading at 80%, which surpasses last year's score by 6%. The Wisconsin Department of Public Instruction identified Manitowoc as one of 156 schools that did not meet Adequate Yearly Progress (AYP), due to a small subgroup of students with disabilities that fell below the required standard.

On motion brought from committee at last month's Board meeting, the Board unanimously approved revised District policies as presented, based on NEOLA templates as modified by District staff and the Board.

Superintendent Swanson introduced Mr. Tom Waldron as the District's new Coordinator of Instructional Technology and Library/Media Services.

Superintendent Swanson gave a brief scenario of recent grade level configuration considerations. Michael Herrity recapped the recent grade configuration study by citizen and staff committees which determined important factors for student achievement to include transitions between schools or grades; commitment to size; student exposure to diversity; and student learning remaining top priority. Considerable discussion ensued regarding:

- * future building repairs/changes in relation to possible grade configuration changes;
- * potential future consolidation of school districts suffering declining enrollments;
- * the importance in timing when grade configuration opportunities evolve; and
- * anticipated future enrollment.

It was noted that the study committees had been directed not to focus on financing, but on student learning. The Board concurred that they understand their options for the future, and will keep possible grade configuration changes in mind when making future decisions.

The following facility issues were referred to the Building and Grounds Committee: security update at Lincoln High School; partition at Riverview; and septic at Rahr Memorial School Forest.

On motion by Lee Braunel, seconded by Judy Carey, motion carried to adjourn at 8:50 p.m.

Respectfully submitted,
Rebecca McLafferty, Secretary

Michael A. Herrity
Board President

MINUTES OF BOARD MEETING
Manitowoc Board of Education
August 12, 2008

A regular meeting of the Board of Education was called to order by President Michael Herrity at 7:00 p.m. on August 12, 2008. The following Board members were present: Mr. Jim Protsman, Ms. Judy Carey, Mr. Lee Braunel, Mr. Bob Jome, Mr. Ron Kossik, and Mr. Michael Herrity. Also present were Superintendent Mark Swanson and Board secretary Rebecca McLafferty.

The meeting began with the pledge of allegiance.

A motion was made by Lee Braunel, seconded by Bob Jome, and carried to approve the minutes of the July 8, 2008, regular meeting.

Lee Braunel, Chairperson of the Buildings and Grounds Committee, reported on the meeting of July 21, 2008. The septic system drain field for the Rahr Memorial School Forest's Ehlert Lodge needs to be replaced at a cost of \$19,650, to come out of the 2008-09 budget. An update was received on Lincoln High School's security system, and the committee agreed on the importance of a long range district security and safety plan as part of the District's 2008-09 goals.

Judy Carey, Chairperson of the Finance and Budget Committee, reported on the meeting of August 5, 2008. First drafts of the 2008-09 Budget were distributed, with salaries and fringe benefits making up 82.5% of the budget, leaving 17.5% for other purposes. Discussion was held regarding fund balance, the budget impact on the tax levy, and state equalization aid which is projected to increase \$1.2 million from last year. Also, in order to free up staff time due to a reduction of the sub-caller position, the payment of vouchers procedure has been automated. The committee agreed to the proposed change in the payment of voucher listing, which will appear in a different format. Discussion ensued regarding the detail format of the new listings.

The payment of vouchers was presented by Director of Business Services Ken Mischler. A motion to approve voucher #866 totaling \$743,182.64; voucher #904 totaling \$2,176,299.49; and voucher #906 totaling \$1,590,070.89, for a total of \$4,509,553.02 was made by Lee Braunel, seconded by Judy Carey, and carried. There were no financial statements this month due to the continuing annual audit.

Director of Human Resources Andrea Holschbach presented the Personnel Report, which included seven resignations, hiring of professional and support staff, level movement on the teacher salary schedule for three teachers, and payment of extracurricular contracts. Motion was made by Ron Kossik, seconded by Jim Protsman, and carried, to approve the Personnel Report as presented. In response to an inquiry regarding resignations, Director Holschbach reported that a number of resignations appear to be the result of high gas prices, with employment being sought closer to individuals' homes. Director Holschbach also reported that the new district policy manuals prepared by NEOLA, Inc. will be online by the end of the week. Paper copies will also be available for viewing.

Director of Pupil Services Dawn LeLou-Matte presented the Guidance and Counseling Annual Plan for 2008-09. Discussion ensued regarding the accessibility of scholarship information to families. In response to an inquiry, Guidance Counselor Amy Pendergast reported on the anti-bullying school wide program which has been met with considerable support. On motion by

Jim Protsman, seconded by Bob Jome, the plan was approved as presented.

Director of Student Learning Michael Dunlap presented the 2008-09 staff development plan. The plan provides the framework of a high quality, differentiated model of instruction. Priority will be placed on literacy and mathematics across the curriculum. Within that context, formative assessment processes will be emphasized with the goal of ensuring that the needs of all learners are being met. A motion to approve the plan as presented was made by Judy Carey, seconded by Ron Kossik, and carried.

A motion was made by Bob Jome, seconded by Judy Carey, and carried to approve the retention of Best & Friedrich and Davis & Kuelthau as the district's legal counsel.

Director of Student Learning Michael Dunlap presented the 2008-09 Children At-Risk Plan, which must be submitted annually to the DPI. The 2008-09 Plan includes the ongoing goals of providing professional development on the resiliency model; intensifying collaboration and partnerships with community organizations and parents; and supporting the development of resiliency and wellness of all staff members. Goals specific for 2008-09 include improvement of identification strategies, academic interventions, and focus on enhancing instruction, assessment and progress monitoring in every classroom; implementation of an off-site learn and work program; implementation of the grant-funded transitions programs at the Manitowoc County Job Center and in our secondary schools. A motion to approve the plan as presented was made by Lee Braunel, seconded by Jim Protsman, and carried.

Motion was made by Judy Carey, seconded by Bob Jome, and carried, to approve acceptance of a \$13,350 donation from the Monroe Elementary School PTA, for the purpose of purchasing the first phase playground equipment for Monroe School.

Superintendent Mark Swanson's District activity update focused on the fast approaching 2008-09 school year, with 21 new teachers hired to date, as well as dozens of support staff positions. New teacher/mentor week commences Monday, August 18, and all teachers report for inservice training on Monday, August 25. There will be no general assembly that Monday morning, but employees will report directly to work. All staff will be trained on the new Aesop sub calling system. A preliminary look at enrollment numbers shows 5 year old kindergarten with 384 students, an increase over the expected 350 students. Administration is closely watching enrollment numbers with Riverview being a SAGE school. Riverview currently has 24 sections, an increase over 22 sections last year. Athletic Director John Johnson was commended for locating a quality varsity volleyball coach which has spurred student participation. October 23 is the annual WASB meeting which Board members are encouraged to attend. There will be no 4th Tuesday Board meeting in August.

Considerable discussion ensued regarding the proposed District goals. It was moved by Ron Kossik, seconded by Lee Braunel, and carried to approve District goal objectives as proposed by the administration for 2008-09 covering student learning, staff, operations, and communications. Superintendent Swanson was commended for incorporating issues and concerns raised throughout the year into the goals.

Director of Business Services Ken Mischler presented 2007-08 budget adjustments that reflect Board action during the 2007-08 school year. These include capital projects, staff contract settlements, changes in Department of Public Instruction (DPI) classification, changes in federal or state projects, self-funded insurance adjustments, or internal budget changes. Considerable discussion was held pertaining to last year's budget. A motion to approve the budget

adjustments as presented was made by Lee Braunel, seconded by Ron Kossik, and carried unanimously by roll call vote (6-0).

The topic of social studies requirements for Lincoln High School was referred to the Curriculum Committee.

At 8:45 p.m., a motion was made by Lee Braunel, seconded by Ron Kossik, and carried to adjourn.

Respectfully submitted,
Rebecca McLafferty, Secretary

Michael A. Herrity
Board President

MINUTES OF BOARD MEETING
Manitowoc Board of Education
September 9, 2008

A regular meeting of the Board of Education was called to order by President Michael Herrity at 7:00 p.m. on September 9, 2008. The following Board members were present: Ms. Chrystal Myer, Mr. Jim Protsman, Ms. Judy Carey, Mr. Lee Braunel, Mr. Bob Jome, Mr. Ron Kossik, and Mr. Michael Herrity. Also present were Superintendent Mark Swanson and Board secretary Rebecca McLafferty.

The meeting began with the pledge of allegiance.

A motion was made by Lee Braunel, seconded by Jim Protsman, and carried to approve the minutes of the August 12, 2008, regular meeting.

Assistant Director of Student Learning Marcia Flaherty introduced staff members representing the District's collaborative 4K program, with approximately 340 children enrolled at this time. A brief recording depicted the first day of school at the Salvation Army and Riverview Elementary School locations. In response to an inquiry, teachers demonstrated three unique greetings offered by teachers to new students as a result of Conscious Discipline Training. Riverview Elementary School Principal Cathi Burish's presentation outlined a typical day in the life of 4K, highlighting parent orientation, circle time stimulation, snack time for socializing and sharing, centers for art, sensory tables, language and math, blocks and dramatic play, gross motor activities, going home, social skills, and play (learning through playing).

Director of Business Services Ken Mischler reported on the September 2, 2008, Finance and Budget Committee meeting. The second draft of the 2008-09 budget was discussed, with some of the changes being an increase of \$39,000 for YMCA 4K remodeling, \$10,000 for technology equipment, and an increase in state handicapped aid. MPSD's Fund 10 expenditures are projected to increase to \$55,028,015 or 3.78%. Total district expenditures are projected to increase to \$70,061,913 or 3.95%. The District's total tax levy will increase to \$17,917,102, or an increase of 3.90%, which translates to a net tax levy rate of \$7.583 per \$1,000, or a 1.36% increase (assuming equalized property value growth of 2.5%). Salaries and fringe benefits make up 82.5% of budget expenditures, leaving 17.5% for other purposes. The budget will be brought forward for public hearing prior to the October Board meeting.

Finance and Budget Committee chairperson Judy Carey further reported that the District has solicited donations/advertising for a new scoreboard at Lincoln High School's JFK facility. Commitments totaling \$15,000 have been pledged to date. The committee will continue solicitation efforts to fund the scoreboard prior to making the purchase.

The payment of vouchers was presented by Director of Business Services Ken Mischler. A motion to approve voucher #908 totaling \$1,903,722.36; and voucher #910 totaling \$2,125,314.91, for a total of \$4,029,037.27 was made by Bob Jome, seconded by Ron Kossik, and carried. Three financial reports were presented and summarized by Director Mischler. Director of Human Resources Andrea Holschbach presented the Personnel Report, which included two resignations, hiring of professional and support staff, level movement on the teacher salary schedule for seven teachers, and payment of extracurricular contracts. Motion was made by Ron Kossik, seconded by Judy Carey, and carried, to approve the Personnel Report as presented.

Assistant Director of Student Learning Marcia Flaherty and Madison Elementary School Principal Chris Peterson reported on the 2008 summer school session. They shared "The Top Ten Reasons Why It's Great to be a Student in the MPSD in the Summertime", and thanked 110 dedicated teachers, 82 professionals, and parents of approximately 2,603 students and 226 YMCA campers for a very successful summer of learning fun. In response to an inquiry, Chris Peterson responded to required parameters that determine class offerings, including educational value of the proposed class, state requirements such as a certified teacher, and an adequate number of interested students.

On motion by Bob Jome, seconded by Jim Protsman, motion carried to designate Keith Shaw as the District's youth options coordinator.

Superintendent Swanson provided an update on the beginning of the 2008-09 school year, recapping building visits and quality staff at all levels. A final enrollment count will not be available until the third Friday (September 19) and he stressed the difference between enrollment and attendance numbers. For the third consecutive year, Washington Jr. High School has been named a New Wisconsin Promise School of Recognition. On October 13, district and staff members will meet with Superintendent Burmaster to receive this prestigious award. Athletic Director John Johnson will give an update on the District's athletic program on Tuesday, September 23 at the noon meeting.

At 8:10 p.m., a motion was made by Lee Braunel, seconded by Ron Kossik, and carried to adjourn.

Respectfully submitted,
Rebecca McLafferty, Secretary

Michael A. Herrity
Board President

MINUTES OF BOARD MEETING
Manitowoc Board of Education
September 23, 2008

A special meeting of the Board of Education was called to order by Vice-President Judy Carey at 12:04 p.m. on September 23, 2008. The following Board members were present: Mr. Jim Protsman, Mr. Lee Braunel, Mr. Bob Jome, Ms. Chrystal Myer (12:08 p.m.), Mr. Ron Kossik, and Ms. Judy Carey. Also present were Superintendent Mark Swanson and Board secretary Rebecca McLafferty.

Athletic Director John Johnson was present to report on the District's athletic program.

Discussion included:

- The Fox River Classic Conference's high level of competition and the increasing need for athletes to compete in multiple sports;
- A sportsmanship committee will meet monthly to address behavioral concerns at athletic events and attempt to find creative ways to improve the image of Manitowoc students;
- The non-feasibility of hockey as a sport in the public school system at this time;
- The need to update the JFK Fieldhouse lobby and scoreboard.

Mr. Johnson also discussed Title IX facility compliance; athletic competition scheduling and travel minimization; and the possibility of family passes for athletic events.

Discussion ensued in response to an inquiry regarding the condition of the Lincoln High School practice field. This topic will be brought to the Buildings and Grounds Committee for examination.

The meeting adjourned at 12:46 p.m.

Respectfully submitted,
Rebecca McLafferty, Secretary

Michael A. Herrity
Board President

MINUTES OF BOARD MEETING
Manitowoc Board of Education
October 14, 2008

A regular meeting of the Board of Education was called to order by President Michael Herrity at 6:00 p.m. on October 14, 2008. The following Board members were present: Mr. Jim Protsman, Ms. Judy Carey, Mr. Lee Braunel, Mr. Bob Jome, Mr. Ron Kossik, and Mr. Michael Herrity. Also present were Superintendent Mark Swanson and Board secretary Rebecca McLafferty.

At 6:02 p.m., a motion was made by Ron Kossik, seconded by Judy Carey and unanimously carried by roll call vote (6-0) to convene in closed session for the purpose of discussion and identification of School District collective bargaining contracts with the Manitowoc Education Association, as authorized pursuant to Section 19.85(1)(e) of the Wisconsin Statutes (Grievance Hearing).

The Board reconvened in open session at 6:45 and began with the pledge of allegiance.

Director of Business Services Ken Mischler conducted a public hearing on the proposed 2008-2009 budget. The slide presentation and 2008-09 Budget summarized budget expenditures, revenues, total tax levy, equalized property value and net tax levy rate. The total tax levy will increase about 3.90%, which translates to a net tax levy rate of \$7.58 per \$1,000, or a 1.36% increase (assuming equalized property value growth of 2.50%). The Wisconsin Department of Public Instruction will notify all school districts on October 15 as to the amount of state aid they will receive. After hearing no comments from the public, and after inquiries from Board members, President Herrity declared closure to the public hearing at 6:59 p.m.

Chrystal Myer arrived at 6:59 p.m. At 7:00 p.m. the regular meeting reconvened.

Motion was made by Lee Braunel, seconded by Bob Jome, and carried to approve the minutes of the September 9, 2008, regular meeting and the September 23, 2008, special meeting.

Washington Jr. High School reading teacher Pam Aikins and seventh grade students David Pankratz, Cassidy Pangburn, and Ashley Ford shared an interactive lesson focused on metacognitive thinking with Board members.

During the public input portion of the meeting, Manitowoc resident Theresa Smoter of 914 Viebahn Street requested the Board of Education consider a future proposal that would transition Manitowoc hockey from the current WAHA (Wisconsin Amateur Hockey Association, Inc.) to WIAA (Wisconsin Scholastic Athletic Association) at the varsity level.

Chairperson Jim Protsman reported on the Curriculum Committee meeting of September 12, 2008. The meeting was devoted to consider a proposal to add greater specificity to the current social studies graduation requirements and requiring a half-credit in financial literacy. A motion was brought forward from committee to recommend this proposal to the Board of Education. After considerable discussion, it was the consensus of the Board that this item be postponed until the next Board meeting.

The payment of vouchers was presented by Director of Business Services Ken Mischler. A motion to approve bill list dated 9/26/2008 totaling \$3,363,964.58; and bill list dated 10/14/2008 totaling \$4,695,523.07, for a total of \$8,059,487.65 was made by Judy Carey, seconded by Ron Kossik, and carried.

Director of Human Resources Andrea Holschbach presented the Personnel Report which included one resignation and one retirement, hiring of support staff, level movement on the salary schedule for 15 teachers, and approval of extracurricular contracts. A motion was made by Jim Protsman, seconded by Ron Kossik, and carried, to approve the Personnel Report as presented.

Lynette Zalec, Chartwells Food Service Director, gave a lunch program report, indicating an increase from September 2007 to September 2008 of 4,866 meals, breakfast participation increase of 438 meals and adult participation increase of 94 meals. Her presentation also highlighted enhancements to the food service program, nutrition education presentations, and breakfast and lunch facilities throughout the District.

Washington Jr. High School Guidance Counselor Michael Morgen gave a District safety and security update, indicating that District schools are safe. He discussed the site survey process, commending principals for their time and cooperation during the extensive building walk-throughs. The safety committee supports the District in planning, advising and monitoring all safety avenues of the District. Mr. Morgen indicated that administrators, parents and staff are highly involved. In response to an inquiry, Board members will receive information on comprehensive parent surveys that were conducted in the spring.

It was moved by Lee Braunel, seconded by Bob Jome, and carried, to accept a \$5,000 donation from the Stangel PTO for playground equipment at Stangel Elementary School.

On motion by Ron Kossik, seconded by Chrystal Myer, Michael Dunlap will continue in his role as the District's designated Equity/Title IX Coordinator.

The results of the third Friday enrollment count were briefly reviewed. It was pointed out that the District is down 91 students in grades 1-12, of which 51 are at Lincoln High School. Grades 1-6 lost 22 students, while the District gained 32 in 5-year-old kindergarten. Overall, with 4-year-old kindergarten, the district is up 42 students.

It was moved by Jim Protsman, seconded by Judy Carey, and carried, to approve the chorus trip to New York City as presented.

Superintendent Swanson's District Activity Update:

- recognized that October 5-11, 2008, was Gifted Education Week in the State of Wisconsin;
- commended Public Information Specialist Joan Graff for her creation of the "We Do Great Things for Kids" flyer;
- announced that the 2008-2009 District operational goal to reduce energy consumption by 10% is off to a good start;
- congratulated Jefferson Elementary School teacher Kay Grady on being selected the Wal-Mart Teacher of the Year; and
- announced that Promise School of Recognition Award ceremony was held in Madison on Monday, October 13.

A motion was made by Judy Carey, supported by Lee Braunel, and unanimously carried to approve the school District's 2008-09 budget that was presented at the budget hearing earlier in this meeting, in accordance with Section 65.90 of the Wisconsin Statutes. The budget includes expenditures in the general fund amounting to \$55,028,015; total expenditures of all funds amounting to \$70,061,913; and a proposed tax levy amounting to \$17,917,102.

Considerable discussion ensued on the topic of whether the District would continue to support national competition expenses. It was decided that this will be a topic of discussion at the October 28, 2008, noon Board meeting.

Board President Michael Herrity appointed Lee Braunel and Chrystal Myer to serve on the newly organized School District Collaboration Committee.

The topic of graduation requirements was referred to the Curriculum Committee.

At 9:00, the Board recessed until resuming closed session.

At 9:35 p.m., the Board reconvened from closed session and after motion by Bob Jome, seconded by Ron Kossik, the meeting adjourned.

Respectfully submitted,
Rebecca McLafferty, Secretary

Michael A. Herrity
Board President

MINUTES OF BOARD MEETING
Manitowoc Board of Education
October 28, 2008

A special meeting of the Board of Education was called to order by President Michael Herrity at 12:00 noon on October 28, 2008. The following Board members were present: Mr. Jim Protsman, Mr. Lee Braunel, Mr. Bob Jome, Mr. Ron Kossik, Ms. Judy Carey (12:05 p.m.) and Michael Herrity. Also present were Superintendent Mark Swanson and Board secretary Rebecca McLafferty.

Ken Mischler outlined the budget adjustments that need to be approved in order to establish the district's 2008-2009 tax levy. Information necessary to set the tax levy was not available until this time. The information needed to approve the property tax levy includes state equalization aid, computer aid, third Friday enrollment, municipal equalized property values, and transfer of services between districts. Wisconsin's Department of Public Instruction certified the equalization aid to all districts as of October 15, based on last year's state equalization aid. The adjusted 2008-09 budget has a decrease in enrollment from the estimate. Under the revenue limit calculation, only one-third of the enrollment increase is credited this year, or about six FTEs. The District's revenue limit calculation has been adjusted to \$49,816,574, which is an increase of 3.76% over last year and a decrease of \$117,796 from October's approved budget. The district's equalization aid increased by \$1,173,781. The change in revenue limit calculation and the equalization will result in an increase in the total tax levy of \$636,812 as compared to last year, for an increase of 3.69% (from \$7.481 per \$1,000 last year to \$7.503 per \$1,000 this year). Discussion transpired regarding the district's ability to control finances in light of the State's fund distribution methods, and the need to be proactive toward future budget conditions. A motion to approve the changes to the Manitowoc Public School District's 2008-2009 budget, which had been previously adopted on October 14, 2008, was made by Bob Jome, seconded by Lee Braunel and unanimously carried (6-0) by roll call vote.

It was moved by Jim Protsman, seconded by Judy Carey, and unanimously carried (6-0) by roll call vote to establish the 2008-2009 property tax levy of \$17,881,695, plus prior year property tax chargebacks of \$6,182 for a total tax levy of \$17,887,877. Apportionment of the total tax levy is as follows:

City of Manitowoc	\$13,782,497
Town of Centerville	225,398
Town of Kossuth	500,333
Town of Manitowoc	706,090
Town of Manitowoc Rapids	1,162,315
Town of Newton	1,207,396
Town of Two Rivers	154,011
City of Two Rivers	149,837

Considerable discussion ensued regarding whether the District should continue to support national competition expenses. It was the consensus of the Board that the District continue its current practice of supporting out-of-state travel-related competition expenses for the 2008-09 school year, and that the Board reexamine this practice prior to commencement of the 2009-10 school year.

Motion was made by Lee Braunel, seconded by Judy Carey, and carried, to adjourn at 12:58 p.m.

Respectfully submitted,
Rebecca McLafferty, Secretary

Michael A. Herrity
Board President

MINUTES OF BOARD MEETING
Manitowoc Board of Education
November 11, 2008

A regular meeting of the Board of Education was called to order by President Michael Herrity at 7:00 p.m. on November 11, 2008. The following Board members were present: Ms. Chrystal Myer, Mr. Jim Protsman, Ms. Judy Carey, Mr. Lee Braunel, Mr. Bob Jome, Mr. Ron Kossik, and Mr. Michael Herrity. Also present were Superintendent Mark Swanson and Board secretary Rebecca McLafferty.

The meeting began with the pledge of allegiance.

Motion was made by Ron Kossik, seconded by Judy Carey, and carried, to approve the minutes of the October 14, 2008, regular meeting, and the October 28, 2008, special meeting.

Stangel Elementary School fourth grade teacher Ms. Lisa Backman reported on Stangel School being selected as the Wisconsin representative for the Armed Forces Foundation Program, Operation Caring Classroom. A sample of pen pal letters written to children of military families in a Geronimo, Oklahoma school included Sammie Hull's letter, which stressed appreciation for that family's bravery. Sammie also displayed a 30-foot paper chain made by her classmates. Ideas about freedom included Braedon Bandt's appreciation for freedom of choice; Matt Asselta's gratitude for justice and freedom to write; and Derek Maedke's appreciation of freedom to pursue opportunities. Lindsay Nolden expressed gratitude for her pen pal family's courage.

Manitowoc residents Sheila Leamer of 3702 Mackert Street, John Tienor of 1622 Lilac Drive, and Thomas Meyer of 826 Dueno Court provided public input requests on behalf of the Manitowoc Wrestling Club. Club president John Tienor and Club secretary Sheila Leamer requested the Board to consider allowing them to fundraise or solicit sponsors to replace worn wrestling mats, either bearing sponsor logos or displaying sponsor logos on a separate banner.

Chairman Jim Protsman reported on the October 22, 2008, Curriculum Committee meeting which was devoted to considering new course proposals and revisiting proposed changes in graduation course requirements. Motion was brought forward from committee to recommend the following: Change the title of *Topics in Earth Science* to *General Earth Science* and make it a year long course; add *Chemistry in the Classroom* and delete *IB Chemistry*; add *IB Design Technology* and drop *Energy and Power System Design*; change *Communications Technology* to a half-year course; open *Woodworking Technology* to 9th grade students. Motion carried unanimously.

Motion was brought forward from committee that the financial literacy requirement be listed as a program requirement but not a separate half-credit course owing to the fact that it could be met through social studies, mathematics or other elective classes. Motion carried unanimously.

Chairman Ron Kossik reported on the October 10 and October 28, 2008, Policy and Personnel Committee meetings. On motion brought forward from committee, the following policies were brought forward for a first read:

- Policy 0166 Agenda – The revision was to add a paragraph regarding the importance of not discussing items that were not posted as part of the agenda at least 24 hours in advance.

- Policy 3122 Nondiscrimination and Equal Opportunity for Professional Staff – The revision was the change in the definition of military service.
- Policy 4122 Nondiscrimination and Equal Opportunity for Support Staff – The revision was the change in the definition of military service.
- Policy 5350 Student Suicide – The revision was a paragraph added regarding materials available through the DPI.
- Policy 5517 Student Anti-Harassment – The revision was the deletion of separate procedures for special needs or younger students. The same procedures will be used for all students.

Also on motion brought forward from committee, new Policy 9151 Use of Cameras and Other Recording Devices in Locker Room was revised and renamed, “Locker Room Access”, and was brought forward for a first read.

The payment of vouchers was presented by Director of Business Services Ken Mischler. A motion was made by Lee Braunel, seconded by Ron Kossik, and unanimously carried, to approve voucher #918 totaling \$2,250,884.76 and voucher #921 totaling \$3,495,577.28, for a total of \$5,746,462.04. Also presented was the financial statement for the month ending October 31, 2008.

Director of Human Resources Andrea Holschbach presented the Personnel Report consisting of two resignations, hire of support staff, level movement for six teachers on the teacher salary schedule, and payment of extracurricular contracts. On motion by Ron Kossik, seconded by Lee Braunel, the Personnel Report was approved as presented.

Director of Pupil Services Dawn LeLou-Matte was present to answer questions regarding the Bloodborne Pathogens Exposure Control Plan and the Emergency Nursing Services Plan. The Bloodborne Pathogens Exposure Control Plan has been updated and distributed to Board members for their information. On motion by Lee Braunel, seconded by Bob Jome, the Bloodborne Pathogens Exposure Control Plan was adopted as presented.

On motion by Ron Kossik, seconded by Judy Carey, the Emergency Nursing Services Plan was approved as presented.

Motion was made by Jim Protsman and seconded by Bob Jome, to approve the revised destination of a previously approved foreign language trip to Argentina. The trip, planned for summer 2009, will now travel to Spain. Motion carried unanimously.

Superintendent Swanson reported that Bob Jome will represent the District at the Wisconsin State Education Convention in Milwaukee in January, and encouraged Board members to attend conference sessions.

Superintendent Swanson’s update of district activities included: commending Jefferson School’s K-Kids for their Pint Sized Heroes blood drive; attributed receipt of money by District music association from Ashwaubenon booster club to our football parents’ generosity and exemplary community spirit; and congratulated teacher/coach Mary Beth Dixon on a successful girls volleyball season. Superintendent Swanson commended Lincoln High School teacher Cory Erlandson’s American History class, and Kewaskum High School students, for creating the video documentary, “History Calls: Individuals Answer – Connecting Teens with the Greatest Generation”, which was shown at the Wisconsin Maritime Museum on November 10. Superintendent Swanson reported that work is progressing toward achieving annual goal

objectives, in regard to analyzing the transportation system and the district collaboration committee.

Michael Herrity led a discussion regarding procedures for evaluating the District Superintendent. After discussion, it was the consensus of the Board that they will continue to utilize the current evaluation instrument. It was decided that this topic will be discussed at a closed December 9 Board meeting, to begin at 5:30 p.m. and possibly reconvene after the regular meeting.

The issue of facility needs was referred to the Buildings and Grounds Committee, and wrestling mat replacement was referred to the Policy and Personnel Committee.

Bob Jome reported on the 2008 Legislative Issues Conference. Superintendent Swanson informed the Board that the District will host a legislative breakfast on November 21, 2008.

At 8:19 p.m. on motion by Lee Braunel, seconded by Ron Kossik, and carried, the meeting adjourned.

Respectfully submitted,
Rebecca McLafferty, Secretary

Michael A. Herrity
Board President

MINUTES OF BOARD MEETING
Manitowoc Board of Education
December 9, 2008

A regular meeting of the Board of Education was called to order by President Michael Herrity at 5:31 p.m. on December 9, 2008. The following Board members were present: Ms. Chrystal Myer, Mr. Jim Protsman, Mr. Lee Braunel, Mr. Bob Jome, Mr. Ron Kossik, and Mr. Michael Herrity. Also present were Superintendent Mark Swanson and Board secretary Rebecca McLafferty.

At 5:32 p.m., a motion was made by Lee Braunel, seconded by Ron Kossik, and unanimously carried (6-0) to convene in closed session for the purposes of considering the employment, promotion, compensation or performance evaluation data of a specific School District employee over which the Board of Education has jurisdiction and exercises responsibility, as authorized pursuant to Section 19.85(1)(c) of the Wisconsin Statutes; and the annual 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 7:01 p.m. and began with the pledge of allegiance.

A motion was made by Ron Kossik, seconded by Chrystal Myer, and carried to approve the minutes of the November 11, 2008, meeting, as amended.

There was no curriculum report due to weather-related school closing this date.

John and Dianne Mayer of 104 Carrie Lane, Manitowoc, WI, spoke to the Board on behalf of the Manitowoc County Youth Hockey Association (MCYHA). Their request that the Manitowoc Public School District offer Wisconsin Interscholastic Athletic Association (WIAA) sanctioned hockey at the high school level to the youth of Manitowoc County will be referred to Athletic Director John Johnson. An analysis will be completed and reported back to the School Board.

Chairperson Lee Braunel reported on the November 21, 2008, Buildings and Grounds Committee meeting which dealt with the District's facility needs. The direction of the committee was to prioritize, categorize, prepare cost analysis and a timeline for each of the items, and to schedule another meeting for further discussion. The Committee discussed funding possibilities for the projects, without any decisions or direction to be determined until further information is presented from the analysis at the next meeting.

Director of Business Services Ken Mischler briefly reviewed the Independent Auditors' Report and the Financial Statements with Independent Auditors' Report from Hawkins, Ash, Baptie and Company.

The payment of vouchers was presented by Director of Business Services Ken Mischler. A motion to approve voucher #923 totaling \$2,132,071.38, and voucher #927 totaling \$3,323,849.84, for a total of \$5,455,921.22, was made by Bob Jome, seconded by Jim Protsman, and carried. Also presented was the financial statement for the month ending November 30, 2008.

Director of Human Resources Andrea Holschbach presented the Personnel Report, which included one resignation, hire of support staff, level movement on the teacher salary schedule

for two teachers, approval of one leave of absence, and approval of extracurricular contracts. On motion by Ron Kossik, seconded by Bob Jome, and carried, the Personnel Report was approved as presented.

The Chartwell's award presentation will be rescheduled.

Superintendent Swanson's district activity report:

- stated that May 1, 2009, will be snow make-up day number one for 2008-09;
- commended four district teachers nominated for the Kohl's fellowship awards: Sarah Arenz, Kimberly Gauer, Dennis Larsen and Jodi Stahmer;
- announced that Friday, December 12 is a half-day teacher inservice day;
- expressed disappointment that due to today's weather-related school closure, the Lincoln High School singers were unable to perform at tonight's Board meeting as scheduled; Board members were encouraged to attend one of the numerous District holiday concerts;
- reminded Board members to register for the State Education Convention being held January 21-23, 2009, in Milwaukee;
- stated that there will not be a 4th Tuesday meeting this month.

The Board unanimously approved the following policy revisions that were brought forward for a second read, as presented.

- Policy 0166 Agenda – The revision was to add a paragraph regarding the importance of not discussing items that were not posted as part of the agenda at least 24 hours in advance.
- Policy 3122 Nondiscrimination and Equal Opportunity for Professional Staff – The revision was the change in the definition of military service.
- Policy 4122 Nondiscrimination and Equal Opportunity for Support Staff – The revision was the change in the definition of military service.
- Policy 5350 Student Suicide – The revision was a paragraph added regarding materials available through the DPI.
- Policy 5517 Student Anti-Harassment – The revision was the deletion of separate procedures for special needs or younger students. The same procedures will be used for all students.
- Policy 9151 Use of Cameras and Other Recording Devices in Locker Room was revised and renamed "Locker Room Access".

After discussion and inquiry by Board delegate Bob Jome, the Board's consensus of all proposed 2009 WASB resolutions is affirmative.

On motion by Lee Braunel, seconded by Ron Kossik and carried, the meeting adjourned at 8:42 p.m.

Respectfully submitted,
Rebecca McLafferty, Secretary

Michael A. Herrity
Board President

MINUTES OF BOARD MEETING
Manitowoc Board of Education
January 13, 2009

A regular meeting of the Board of Education was called to order by President Michael Herrity at 7:00 p.m. on January 13, 2009. The following Board members were present: Mr. Jim Protsman, Mr. Lee Braunel, Mr. Bob Jome, Mr. Ron Kossik, and Mr. Michael Herrity. Also present were Superintendent Mark Swanson and Board secretary Rebecca McLafferty.

The meeting began with the pledge of allegiance.

Motion was made by Bob Jome, seconded by Jim Protsman, and carried to approve the minutes of the December 9, 2008, regular meeting.

Correspondence was received from Andrew Steimle of White Hirschboeck Dudek S.C., representing Holy Family Convent of the Franciscan Sisters of Christian Charity, Inc.'s Petition for Annexation to the City of Manitowoc.

Four of Lincoln High School's full diploma International Baccalaureate (IB) seniors shared learning experiences in completing various components of the full diploma IB program. Cassy Krueger explained how the creativity, action, service core requirement promotes lifelong learning, encouraging students to be involved in artistic pursuits and sports and community service work, fostering students' awareness and appreciation of life outside academics. Julie Boldt explained the theory of knowledge core requirement, designed to provoke asking questions and reevaluating knowledge, encouraging an appreciation of other cultural perspectives. The extended essay requirement, as fulfilled by Chris Sterwald's paper, "The Role of Evolutionary and Genetic Factors in Antisocial Personality Disorder", offers students the opportunity to investigate a topic that they feel passionate about, acquainting them with independent research and writing skills expected at colleges. Lisa Xiong spoke of the important student/advisor relationship and highlighted symbolism relative to the bamboo ceremony held when students submit their finished extended essay. Superintendent Swanson and the Board of Education were presented with a bamboo plant.

Michael Herrity recognized recently deceased School District employees Byrl Malmanger and Ron Rubick, and deceased student Kasey Herrmann.

In Chairperson Judy Carey's absence, Lee Braunel reported on the December 30, 2008, Finance and Budget Committee meeting. A brief history of the Kupper/Ratsch fund was presented. Initial requests totaling \$79,369.72 were reduced by Superintendent Mark Swanson and Ken Mischler to \$34,164.54. On motion brought from the Finance and Budget Committee, the Board unanimously voted to approve the Kupper/Ratsch requests as presented, totaling \$34,164.54. Mr. Braunel informed the Board that the administration would like to establish a Fund 80, or the Community Program and Service Fund, noting advantages and disadvantages. No action was taken on this item as this fund would be created through the budget process.

The payment of vouchers was presented by Director of Business Services Ken Mischler. A motion to approve voucher #929 totaling \$2,294,921.73, and voucher #932 totaling \$3,573,890.77, for a total of \$5,868,812.50, was made by Lee Braunel, seconded by Jim Protsman, and carried. Also presented was the financial statement for the month ending December 31, 2008.

Director of Business Services Ken Mischler spoke briefly about preparation of the District's budget for 2009-2010 and referenced the booklet that Board members received, containing the proposed budget calendar, list of budget responsibilities, chart of accounts, and the budget request worksheets and forms.

In the absence of Director of Human Resources Andrea Holschbach, Superintendent Swanson presented the Personnel Report, which included one resignation, hire of professional and support staff, level movement on the teacher salary schedule for three teachers, and approval of extracurricular contracts. Motion was made by Jim Protsman, seconded by Bob Jome, and carried, to approve the Personnel Report as presented.

It was moved by Jim Protsman, seconded by Ron Kossik, and unanimously carried, to approve the availability of \$113,650 for scholarships from the Manitowoc Board of Education Trust Fund in 2009.

It was moved by Bob Jome, seconded by Lee Braunel, and unanimously carried, to approve the availability of \$260,000 for initial or continuing student loans for 2009.

Superintendent Swanson's district activity report cited:

- receipt of an expected \$100,000 grant for the McKinley Academy;
- Wisconsin Public Television is working on plans to produce a Hometown Stories program on Manitowoc and Two Rivers in 2009. The grant-funded documentary project, to be created by teacher committees working in cooperation with the Educational Communications Board, will require creation of related curriculum and educational materials.
- The annual public school open enrollment application period is February 2 – 20, 2009.

Considerable discussion ensued regarding the State's directive that the District's practice of allowing Riverview to be the only SAGE (Student Achievement Guarantee in Education) site in the District will end at the conclusion of the 2008-09 school year. In order for the District to continue to receive SAGE funds, the District must expand the program to include grades 1-3. If desired, the Department of Public Instruction will work with the District to implement an expansion plan for next year. Pros and cons of SAGE participation were voiced, and a public hearing on the SAGE program will be heard at the fourth Tuesday meeting held on January 27, 2009, at 6:30 p.m.

At 8:16 p.m., President Herrity declared a short recess until the Board would convene in closed session for the purpose of considering the annual performance evaluation of the Superintendent of Schools of the School District, as authorized pursuant to Section 19.85(1)(c) of the Wisconsin Statutes.

At 8:40 p.m., a motion was made by Bob Jome, seconded by Lee Braunel, and carried, to adjourn.

Respectfully submitted,
Rebecca McLafferty, Secretary

Michael A. Herrity
Board President

MINUTES OF BOARD MEETING
Manitowoc Board of Education
January 27, 2009

A special meeting of the Board of Education was called to order by President Michael Herrity at 6:31 p.m. on Tuesday, January 27, 2009. The following Board members were present: Ms. Chrystal Myer, Mr. Jim Protsman, Mr. Lee Braunel, Mr. Bob Jome, Mr. Ron Kossik, and Mr. Michael Herrity. Also present were Superintendent Mark Swanson and Board secretary Rebecca McLafferty.

The meeting began with the pledge of allegiance.

Superintendent Swanson began the public hearing by giving a brief overview of the Student Achievement Guarantee in Education (SAGE) program's overall objective to improve student achievement through the implementation of four school improvement strategies: class sizes of no more than 15:1 in grades K-3; increased collaboration between schools and their communities; implementation of a rigorous curriculum focusing on academic achievement; and improving professional development and staff evaluation practices. Superintendent Swanson gave a brief history of SAGE in the district, citing that because Riverview School was financially efficient as a solely kindergarten center, the district was able to continue SAGE after other schools dropped from the program. Even though the SAGE program requires participating schools to reduce class sizes in grades K-3, the Department of Public Instruction (DPI) allowed MPSD to maintain SAGE at Riverview due to the fact that it was the only grade served in that building. The DPI has now informed MPSD that this practice of allowing Riverview to be the only SAGE site in our district will end at the conclusion of the 2008-09 school year, and in order for MPSD to continue to receive SAGE funds, we will have to expand our program to include other grades. Since it would not be economically feasible for the district to implement this change next year in all of our elementary schools, the DPI is willing to work with us to gradually implement SAGE standards into the other grade levels.

Superintendent Swanson indicated that school districts possessing unacceptable pupil to teacher ratios (such as Riverview's 16.2 to 1 ratio) are required to submit a waiver to the DPI, indicating the extenuating circumstances that brought the school above acceptable class size, and also setting forth the district's plan to remedy the situation for the next year.

At 6:41 p.m., President Michael Herrity opened the public hearing on the SAGE waiver.

School district employee Cheryl Gorsuch of 6217 Arabian Way, Two Rivers, WI inquired as to optional funding opportunities cited online for potential SAGE funding use. She also inquired about the option of team teaching in SAGE classrooms, to make the program affordable.

School district employee Susan Stram of 619A South 26th Street, Manitowoc, WI spoke in the company of school district employee Shawn Moore, of 1201 South Seventh Street, Manitowoc. Ms. Stram highlighted benefits of the SAGE program, as well as qualities that make Riverview attractive to parents enrolling new kindergartners.

School district substitute employee and parent, Sandy Sickinger, of 4116 County Road C, Manitowoc, WI spoke in support of class sizes at Riverview.

Janet Galien of 1203 Woodview Drive, Manitowoc, WI praised the SAGE program that her daughters benefited from years earlier at Franklin School.

School district employee Kim Berres, 101 Carrie Lane, Manitowoc, WI spoke about the inequity of implementing SAGE programs in some of the school and not all of them, indicating that all students should benefit from SAGE.

At 6:51 p.m., President Herrity declared the public hearing closed.

Superintendent Swanson responded to an inquiry regarding funding opportunities for SAGE, stating that the District is already receiving the suggested funds, which are obligated toward other programs. He also responded that team teaching would be implemented in some of the SAGE classrooms.

Considerable discussion ensued regarding the cost of the program. Projected figures were provided for implementation of SAGE at a 15 to 1 pupil to teacher ratio for Riverview, Jefferson, Franklin and Madison Schools as follows: Riverview's expense for SAGE compliance was estimated at \$532,990.32, with a final cost to the District of \$186,490.32; Jefferson's expense for SAGE compliance was estimated at \$340,442.80, with a final cost to the District of \$41,192.80; Franklin's expense for SAGE compliance was estimated at \$313,565.75, with a final cost to the District of \$106,565.75; and Madison's expense for SAGE compliance was estimated at \$206,057.49, with a final cost to the District of \$80,057.49.

Considerable discussion revolved around where the money would come from to fund the SAGE program from within the revenue cap. Various financial scenarios were entertained, along with discussion about actual costing practices.

Responding to inquiries, Superintendent Swanson stated that submitting a waiver to the DPI is a promise that the (declared) schools must have SAGE implemented for the 2009-2010 school year. Superintendent Swanson also responded affirmatively that if the planned program became too cost prohibitive, the School District could terminate the program for 2009-2010, prior to receipt of State funding. Termination from the SAGE program is permanent and cannot be reversed. Without SAGE funding next year, Riverview classrooms sizes are estimated at 20 students.

Conversation involved what the DPI would deem an acceptable plan of action on a waiver. It was the consensus of the Board that perhaps the DPI would allow one additional school next year and an additional school the following year.

Motion was made by Jim Protsman to apply for a SAGE waiver, to meet the 15 to 1 pupil to teacher ratio, with the SAGE program continuing at Riverview and expanding to Jefferson.

Motion was made by Bob Jome to amend the initial proposal to include Franklin and Jefferson Schools. Motion died (no second).

The original motion made by Jim Protsman to apply for a SAGE waiver, to meet the 15 to 1 pupil to teacher ratio, with the SAGE program continuing at Riverview and expanding to Jefferson, was seconded by Lee Braunel. Motion carried by roll call vote (5-1, Braunel dissenting).

On motion by Bob Jome, seconded by Chrystal Myer, it was unanimously approved (6-0) to request a waiver from the DPI for Riverview School's 2008-09 SAGE compliance.

At 7:59 p.m., motion was made by Lee Braunel, seconded by Chrystal Myer, and carried unanimously (6-0) to convene in closed session for the purpose of considering the employment, promotion, compensation, and performance evaluations of administrative staff, as authorized pursuant to Section 19.85(1)(c) of the Wisconsin Statutes.

At 9:04 p.m., a motion was made by Lee Braunel, seconded by Ron Kossik, and carried, to adjourn.

Respectfully submitted,
Rebecca McLafferty, Secretary

Michael A. Herrity
Board President

MINUTES OF BOARD MEETING
Manitowoc Board of Education
February 10, 2009

A regular meeting of the Board of Education was called to order by President Michael Herrity at 6:00 p.m. on February 10, 2009. The following Board members were present: Ms. Chrystal Myer, Mr. Jim Protsman, Ms. Judy Carey, Mr. Lee Braunel, Mr. Bob Jome, Mr. Ron Kossik, and Mr. Michael Herrity. Also present were Superintendent Mark Swanson and Board secretary Rebecca McLafferty.

At 6:02 p.m., on motion by Chrystal Myer, seconded by Bob Jome, and carried, the Board moved to convene in closed session for the purpose of considering the employment, promotion, compensation, and performance evaluations of administrative staff, as authorized pursuant to Wisconsin Statute 19.85(1)(c).

The board reconvened in open session at 7:00 p.m. and began with the pledge of allegiance.

Motion was made by Bob Jome, seconded by Jim Protsman, and carried to approve the minutes of the January 13, 2009, regular meeting and the January 27, 2009, special meeting.

Lincoln High School Principal Keith Shaw and Board President Michael Herrity commended senior Jacob Dahleen for being named as a finalist in the National Merit Scholarship Program.

Franklin Elementary School first grade teacher Brenda Heideman discussed her protocol of tiered math instruction, consistent with the Board goal referring to high quality, differentiated learning. Her design of appropriate and challenging skill matching was displayed in a brief videotape of a recent first grade math class.

On behalf of the Manito Flyers organization, Eric Cayemberg of 3333 Kimberly Circle, Manitowoc, requested the Board of Education to waive the facility rental fee for use of the Wilson gymnasium for its group activities. Roughly half of the group's remote control enthusiasts are from the Sheboygan and Fond du Lac areas and they are currently using the Mishicot gym on a weekly basis.

Pete Holm of 2640 South 14th Street, Manitowoc, requested the Board of Education to consider naming the District's municipal field, the "Ron Rubick Municipal Field", in memory of the recently deceased former District coach. Bob Braun, a former player under coach Rubick, endorsed the request.

Chairperson Jim Protsman reported on the January 29, 2009, Curriculum Committee meeting, which was devoted to revisiting the District's graduation requirements in mathematics and reviewing minimum course load requirements for Lincoln High School students. Director of Student Learning Michael Dunlap, Principal Keith Shaw, and teacher Susan DeRoche presented a proposal to increase the minimum graduation requirement in mathematics from two to three credits. They summarized available coursework and discussed how the additional requirement would impact student enrollment patterns. About 7% of all students would need to take an additional half credit to graduate and roughly 13% would need to add a full credit to their course loading during grades 9-12. Discussion involved employment skills warranted by today's job market, and how to meet those qualifications without creating hardships for struggling students, while ensuring that learning is meaningful, relevant, and not too abstract. On motion

by Jim Protsman, seconded by Judy Carey, it was carried to implement a third unit of mathematics as a requirement for graduation from Lincoln High School. Motion carried 6-1 (Chrystal Myer opposed).

On motion brought forward from committee, Principal Keith Shaw requested the establishment of a minimum course load requirement for Lincoln High School students. Specifically, he would like to see a policy in place requiring students to carry a minimum of three credits per semester, which typically equates to six classes. This topic will be referred to the Policy and Personnel Committee.

The payment of vouchers was presented by Director of Business Services Ken Mischler. A motion to approve voucher #934 totaling \$2,571,281.18, and voucher #937 totaling \$2,957,439.30, for a total of \$5,528,720.48, was made by Bob Jome, seconded by Jim Protsman, and carried. Also presented was the financial statement for the month ending January 31, 2009.

Director of Business Services Ken Mischler presented second Friday enrollment numbers as of January 9, 2009. The number of students reported to the Department of Public Instruction on their PI-1563 Pupil Count Report totaled 5,611.

Director of Human Resources Andrea Holschbach presented the Personnel Report, which included one retirement, hire of support staff, level movement on the teacher salary schedule for ten teachers, one request for leave of absence, and approval of extracurricular contracts. Motion was made by Jim Protsman, seconded by Lee Braunel, and carried, to approve the Personnel Report as presented.

It was moved by Bob Jome, seconded by Chrystal Myer, and unanimously carried, to accept a donation of \$3,615 from the Manitowoc Chapter No. 138 of the Izaak Walton League of America, Inc. for expansion of the National Archery in the Schools Program to Lincoln High School. Board inquiry was made as to why riflery courses were discontinued in the District.

McKinley Academy Principal Kristin Lee gave an update on the McKinley Academy. Her presentation included student opinions regarding what is liked about the school, what the school has done for them, and what they want people to know about their school. Some key indicators that are being monitored include attendance and behavior, student achievement, RISER Rubric scores, instructional program, and perceptions and parent involvement. Also highlighted were challenges, new programs for 2008-09, and future plans such as McKinley Academy's first graduation ceremony scheduled for next year.

Superintendent Swanson's district activity report:

- cited that elementary parent-teacher conferences to be held this week were rescheduled to include Thursday evening, all day Friday, and Monday evening, to better accommodate parent schedules;
- commended English Language Learner (ELL) coordinator Keith Wakeman upon notification that all district ELL students met Annual Measurable Achievement Objectives (AMAO) for the 2007-08 school year; and
- reminded and encouraged interested Board members to register for the March 18, 2009, Wisconsin Association of School Board's 2009 Day at the Capitol event.

Superintendent Swanson's discussion on the procedure for scheduling District snow make-up days included MEA contract language provisions, rationale for the inability to use half inservice

days or add additional minutes to days, and daily and instructional hours required. It was noted that with Lincoln High School's graduation ceremony scheduled for Friday, June 12, 2009, seniors will not be expected to attend school on the June 15, 2009, make-up date. (Chrystal Myer departed 9:19 p.m.) Motion was made by Ron Kossik and seconded by Lee Braunel, to use Monday, June 15, 2009, as a day of instruction (for the District's third snow make-up day this year), with additional snow days to follow consecutively. Motion carried (5-1, Bob Jome opposed).

Superintendent Swanson brought a recommendation to the Board from earlier discussion in closed session, to make the following administrative changes effective with the 2009-2010 school year, eliminating the Director of Student Learning and Assistant Director of Student Learning positions:

- Move Assistant Director of Student Learning Marcia Flaherty into a new Director of Elementary and Secondary Education position. Flaherty will also assume all curriculum, instruction and assessment responsibilities for grades 4K-12, all title programs, staff development, district reading program, district EXCEL program, summer school, district ELL program, and Board of Education Curriculum Committee. Direct supervision will include elementary principals, department heads, reading coordinator, EXCEL staff, and Title I coordinator.
- Move Director of Student Learning Michael Dunlap to the Madison Elementary School principalship, which will be vacated by current principal Chris Peterson's acceptance of a Superintendent of Schools position in Howards Grove. Dunlap will also assume responsibilities of summer school development and supervision, at-risk programming, and supervision of Madison Elementary School staff.

(Chrystal Myer returned 9:25 p.m.)

Motion was made by Ron Kossik, seconded by Lee Braunel, and carried unanimously (7-0) to approve the administrative restructuring as presented by Superintendent Swanson.

The following committee referrals were made:

- Buildings and Grounds Committee – consideration of request from Manitow Flyers to waive rental fee at Wilson Jr. High School;
- Policy and Personnel Committee – to establish a policy on naming District facilities, i.e. municipal field in accordance with request from Pete Holm; establishment of a student minimum course load requirement for Lincoln High School students, per request from Principal Keith Shaw.

At 9:31 p.m., motion was made by Bob Jome, seconded by Ron Kossik and carried, to convene in closed session for the purpose of considering the annual performance evaluation of the Superintendent of Schools of the School District, as authorized pursuant to Section 19.85(1)(c) of the Wisconsin Statutes.

Upon motion by Lee Braunel, seconded by Chrystal Myer, motion carried to adjourn at 10:42 p.m.

Respectfully submitted,
Rebecca McLafferty, Secretary

Michael A. Herrity
Board President

MINUTES OF BOARD MEETING
Manitowoc Board of Education
February 24, 2009

A special meeting of the Board of Education was called to order by President Michael Herrity at 12:00 noon on Tuesday, February 24, 2009. The following Board members were present: Mr. Jim Protsman, Mr. Lee Braunel, Mr. Bob Jome, Mr. Ron Kossik, and Mr. Michael Herrity. Also present were Superintendent Mark Swanson and Board secretary Rebecca McLafferty.

In response to a formal request from the Manitowoc County Youth Hockey Association to create a cooperative WIAA hockey program, Superintendent Swanson presented information for consideration of the proposal. The Association is in danger of losing their ability to find competition within reasonable driving distances due to high schools either fielding their own WIAA team or creating cooperative WIAA teams with neighboring school districts. The proposed hockey program would be viewed as a completely separate component of our co-curricular program. Students would pay the same \$1,100 participation fee as is currently charged. Local ice time rental fees of \$152 per hour make hockey much more expensive than other sports. The Manitowoc Youth Hockey Association would pay the remaining balance of the entire cost of the program, resulting in no cost to the District. If the Board approves the request, the District will apply to the WIAA to form a Manitowoc County WIAA Hockey Program before the April 1 deadline. There are currently six other schools considering membership in this cooperative: Roncalli, Manitowoc Lutheran, Denmark, Mishicot, Two Rivers and Valders. Diane Mayer and Superintendent Swanson answered a number of questions posed by Board members relative to a possible team name, uniforms, coaching staff, athletic codes, volunteer and employee responsibility, and the future of the hockey program. The Board will vote on this issue at the regular March Board meeting.

Judy Carey arrived at 12:20 p.m.

Jim Protsman moved to approve the list of administrators who will receive contracts for the 2009-2010 school year. The motion was seconded by Bob Jome and unanimously approved.

Director of Business Services Ken Mischler presented a preliminary draft of the 2009-2010 budget, stating that the current budget is not balanced and that budgeted expenditures exceed budgeted revenues by \$864,955. Director Mischler stated that figures are continually changing, with the Governor's preliminary budget pending. The Governor's preliminary draft considers Manitowoc a low revenue district, which will affect the District positively. Fund 10 and Fund 20 cost projections for 2009-2010 include net expenditure estimates of \$60,381,075 and total revenue cap of \$51,747,000, with expenditures exceeding revenues by \$739,350. The revenue cap is expected to increase by 3.88%. Director Mischler answered questions from Board members regarding insurance costs, short-term borrowing, and fund balance inquiries. The Budget and Finance Committee will try to meet prior to the next scheduled Board meeting.

On motion by Lee Braunel, seconded by Judy Carey, and carried, the meeting adjourned at 1:03 p.m.

Respectfully submitted,
Rebecca McLafferty, Secretary

Michael A. Herrity
Board President

MINUTES OF BOARD MEETING
Manitowoc Board of Education
March 10, 2009

A regular meeting of the Board of Education was called to order by President Michael Herrity at 6:00 p.m. on March 10, 2009. The following Board members were present: Mr. Jim Protsman, Ms. Judy Carey, Mr. Lee Braunel, Mr. Bob Jome, Mr. Ron Kossik, and Mr. Michael Herrity. Also present were Superintendent Mark Swanson and Board secretary Rebecca McLafferty.

On motion by Lee Braunel, seconded by Jim Protsman, and carried unanimously by roll call vote (6-0), the Board moved to convene in closed session for the purpose of discussion and identification of School District collective bargaining contracts with the Manitowoc Education Association, as authorized pursuant to Wisconsin Statute 19.85(1)(e).

The board reconvened in open session at 7:03 p.m. and began with the pledge of allegiance.

Motion was made by Bob Jome, seconded by Ron Kossik, and carried to approve the minutes of the February 10, 2009, regular meeting and the February 24, 2009, special meeting.

March is "Music in Our Schools Month". President Herrity expressed appreciation for music provided by Lincoln choral students at the Board room entrance, under the direction of Music Department Head David Bowman.

Principal Kathy Lemberger introduced Washington Band Director Kati Seiter. Seiter and her students discussed a recent project in which band members, with the aid of technology, collaborated with the composer of a composition they were performing. Students present were Emily Burish, Patrick Begley, Jonah Hermann, and Amanda Baryenbruch.

Bob Brown of 5621 Gass Lake Road, Manitowoc, spoke concerning course load requirements for Lincoln High School seniors. In regard to this issue, Mr. Brown posed the following concerns to the Board:

1. The ability of students to save money for college by having flexible school schedules;
2. College courses not covering the whole spectrum of students;
3. The ability of students to earn money to help their families;
4. The ability of students to participate in student apprenticeship programs that help local businesses;
5. Questioned the benefit of a requirement to take additional classes when a student has more than enough credits to graduate;
6. Wondered if course load requirements could be determined on a case-by-case basis, so any student having enough credits and in good standing with the District could be allowed their freedom. Specifically, his daughter will be an 18-year-old senior in February and she should be able to help his business if she chooses to do so.

After a brief discussion on procedure, and inquiries by Mr. Brown, Superintendent Swanson informed him that a DVD of this meeting will be supplied to him so he can see further discussion on this topic later in this meeting. He was also informed that the Policy and Personnel Committee will meet on this topic on March 19, 2009, at noon.

Chairperson Judy Carey reported on the March 5, 2009, Finance and Budget Committee meeting. Director of Business Services Ken Mischler explained select items in Governor Doyle's 2009-2011 state budget proposal, including an increase in the revenue cap per pupil, an

increase in the low revenue ceiling exemption, an increase in state equalization aids, and full funding of the SAGE program. The Wisconsin Retirement System is expected to increase the statewide WRS rates \$172,000 next year. After budget cuts, SAGE additions, and redistributions of expenditures, the district is estimated to be over budget by \$1,027,625. Possible revenue sources and expenditure reductions were cited.

Chairperson Lee Braunel reported on the February 24, 2009, Buildings and Grounds Committee meeting. After considerable discussion, the committee voted to not grant a waiver of facility rental fees to the Manitowish Flyers. As part of a 2008-09 Board goal, a transportation committee was formed to examine all aspects of bussing. Steve Roekle from Brandt Buses discussed bussing in the District. The Committee examined a proposal from Principal/Transportation Coordinator Chris Peterson to change Lincoln High School from the transfer hub, and to bus students from Wilson and Washington Jr. High Schools directly home. It was noted that there are only about 50 students at Lincoln that utilize bussing. The proposed change would get students from the Junior High Schools home earlier, eliminate bus congestion at Lincoln (only 3 buses needed), give the buses more time to get to the elementary schools, and give Lincoln students more time to get to their buses. This was an informational committee meeting, and the issue will be brought back to committee for approval in the future.

Chairperson Ron Kossik reported on the March 4, 2009, Policy and Personnel Committee meeting. After discussion by Principal Keith Shaw and subsequent discussion by Committee members, on motion by Bob Jome, seconded by Chrystal Myer, and carried, the Committee agreed to direct the administration to develop a Minimum Course Load Requirement Policy. Principal Shaw recommended that a course load of three credits per semester/six credits for both semesters would be considered full-time students. In answer to an inquiry, it was clarified that students are allowed to leave campus to take educational courses and this policy would not affect students' ability to take such classes. This issue will be addressed at the March 19, 2009, Policy and Personnel Committee meeting.

Chairperson Kossik also reported that after sharing NEOLA templates and other school district policies, motion was made in Committee by Bob Jome, seconded by Chrystal Myer and carried, that the administration be directed to develop a Naming of District Buildings and Facilities policy. This issue will also be addressed at the March 19, 2009, Policy and Personnel Committee meeting.

Chairperson Kossik reported that the following policies were reviewed: 3120.01/4120.01 Job Descriptions; 3122.01/4122.01 Drug Free Workplace; 5144 Foreign and Foreign Exchange Students (new policy for MPSD). Due to insufficient time, additional policies will be reviewed at the March 19 Committee meeting.

The payment of vouchers was presented by Director of Business Services Ken Mischler. A motion to approve voucher #939 totaling \$2,802,092.57, and voucher #942 totaling \$2,998,284.93, for a total of \$5,800,377.50, was made by Judy Carey, seconded by Jim Protsman, and unanimously carried. Also presented was the financial statement for the month ending February 28, 2009.

Director of Human Resources Andrea Holschbach presented the Personnel Report, which included five resignations, level movement on the teacher salary schedule for one teacher, and approval of extracurricular contracts. Motion was made by Bob Jome, seconded by Jim Protsman, and unanimously carried, to approve the Personnel Report as presented.

It was moved by Ron Kossik, seconded by Jim Protsman, and carried unanimously (6-0), to approve the list of teachers who will be receiving contracts for the 2009-2010 school year.

Director of Human Resources Andrea Holschbach gave a negotiations update, indicating that two Board members are needed for each union negotiations team. The following persons will serve on the respective negotiating team: MEA Group – Ron Kossik, Judy Carey; MEP Group – Michael Herrity, Ron Kossik; Clerical Group – Lee Braunel, Chrystal Myer; Custodial Group – Bob Jome, Jim Protsman.

Superintendent Swanson's district activity report cited:

- Destination Imagination teams competed successfully in Door County's regional competition last week, with three teams qualifying for State competition;
- The Manitowoc County Comprehensive Charter School (MCCCS) grant was increased from \$100,000 to \$125,000;
- Congratulations to Jackson Elementary School teacher Sarah Arenz for being selected as a Kohl's scholarship recipient;
- Support for Neenah's girls basketball team, coached by Board member Lee Braunel's son, who is a Lincoln graduate; and
- There is not a 4th Tuesday Board meeting scheduled for March, therefore the date may be made available for Committee meetings.

On motion by Lee Braunel, seconded by Jim Protsman, it was unanimously approved (6-0) that the District enter into a contract to apply for entrance into a WIAA (Wisconsin Interscholastic Athletic Association) hockey program.

On motion by Bob Jome, seconded by Ron Kossik, a proposed school trip for Lincoln's Alternative Program (LAP)/Get Waxed Candle Club, to Washington D.C. April 21-24, 2009, was approved.

A list of textbooks being considered for adoption was introduced. The books are available for viewing at the Lindbergh Administration Building. The Board will be asked to take action at the April, 2009, meeting.

The following committee referrals were made to the Policy and Personnel Committee: development of a minimum course load requirement policy; development of a policy to name District buildings and facilities; and labor donations.

At 8:10 p.m., motion was made by Lee Braunel, seconded by Ron Kossik, and carried to adjourn.

Respectfully submitted,
Rebecca McLafferty, Secretary

Michael A. Herrity
Board President

MINUTES OF BOARD MEETING
Manitowoc Board of Education
April 14, 2009

A regular meeting of the Board of Education was called to order by President Michael Herrity at 6:00 p.m. on April 14, 2009. The following Board members were present: Mr. Jim Protsman, Mr. Lee Braunel, Mr. Bob Jome, and Mr. Michael Herrity. Also present were Superintendent Mark Swanson and Board secretary Rebecca McLafferty.

At 6:01 p.m., on motion by Lee Braunel, seconded by Jim Protsman, and carried, the Board moved to convene in closed session for the purpose of discussion and identification of school district collective bargaining strategy with respect to successor collective bargaining contracts with the Manitowoc Education Association, secretarial/clerical bargaining unit, the custodial/maintenance collective bargaining unit, and the Manitowoc Educational paraprofessionals bargaining unit, as authorized pursuant to Section 19.85(1)(e) of the Wisconsin statutes.

Ron Kossik arrived (6:15 p.m.) during closed session.

The board reconvened in open session at 7:00 p.m. and began with the pledge of allegiance.

Motion was made by Ron Kossik, seconded by Bob Jome, and carried to approve the minutes of the March 10, 2009, regular Board meeting.

Franklin Elementary School student Stephanie Lutz spoke on behalf of School Forest Coordinator Patty Maher, inviting School Board members and the public to attend the Forest Festival on Saturday, May 2, 2009, from 1-4 p.m.

In the absence of Judy Carey, Lee Braunel reported on the March 31, 2009, Finance and Budget Committee meeting. The district's deficit of \$1,027,625 is considered to be the district's reference point for keeping track of additional budget reductions or additions. The tax levy has become increasingly important with the equalization aid remaining virtually the same as last year, with a .1% increase. Currently, 2/3 of the district's revenue comes from equalization aid and the other 1/3 comes from other sources including property taxes. Last year's equalization aid increase of \$1.2 million is not available for 2009-2010, resulting in increased property taxes to cover the shortfall. The net tax levy rate is estimated to increase 7.69%. Proposed additions totaling \$1,038,559 were mentioned as having been listed in the committee report. Discussion ensued regarding pros and cons of taxing to the maximum, and the public's perception of taxing to the maximum.

Chairperson Ron Kossik reported on the March 19, April 1 and April 8 Policy and Personnel Committee meetings. The minimum course load requirement (full time student) policy was referred from the February 10 Board meeting. Kossik expressed the importance of students taking advantage of educational opportunities, and stated that the district strives to educate students to the fullest extent possible. The policy would become effective with the 2009-2010 school year and is on the agenda for a first read at tonight's meeting. The Naming Rights or Sponsorship of District Buildings and Facilities policy will be heard for a first read later in tonight's board meeting, after being referred by Committee. Kossik stated that the policy was intentionally generalized to transfer responsibility for naming rights to the Board of Education. The Committee also recommended bringing the Gifts, Grants, and Bequests policy to the Board

for a first read at this Board meeting. NEOLA updates will be brought to the Board in May, 2009. Lee Braunel felt that procedures for naming rights should remain consistent over time and questioned the non-specificity of the proposed policy.

The payment of vouchers was presented by Director of Business Services Ken Mischler. A motion to approve voucher #944 totaling \$2,687,602.81, and voucher #948 totaling \$3,496,170.31, for a total of \$6,183,773.12, was made by Lee Braunel, seconded by Jim Protsman, and carried. Also presented was the financial statement for the month ending March 31, 2009.

In the absence of Director of Human Resources Andrea Holschbach, Superintendent Mark Swanson presented the Personnel Report, which included six retirements, two resignations, hire of support staff, nine level movements on the teacher salary schedule, one request for leave of absence, and approval of extracurricular contracts. Motion was made by Jim Protsman, seconded by Bob Jome, and unanimously carried, to approve the Personnel Report as presented.

In the absence of Director Holschbach, Superintendent Swanson presented staffing recommendations for 2009-2010 which totaled +7.5 FTE for elementary and -5.5 FTE for secondary, for a total staffing FTE (full time equivalency) increase of 2.0. On motion by Jim Protsman, seconded by Lee Braunel, elementary staffing recommendations for 2009-2010 were approved as follows: Riverview +2.0 (390 students with 15 students per class totaling 26 classes), Franklin 0, Jackson 0, Jefferson +4.0 (due to SAGE classes of 15 students), Madison +1.5, Monroe 0, Stangel 0. On motion by Ron Kossik, seconded by Jim Protsman, secondary staffing recommendations for 2009-2010 were approved as follows: Business Education +.2, Family and Consumer Education -.5, Technology Education 0, Foreign Language -1.2, Music 0, Art +.4, English -1.0, Math -1.0, Science -1.0, Social Studies -.4, and PE and Health -1.0, for a total secondary FTE decrease of -5.5.

It was moved by Ron Kossik, seconded by Lee Braunel, and unanimously carried to approve issuing preliminary notices of layoff to five (5) teachers which will result in a reduction of 3.7 FTEs (full time equivalencies).

The Certification of the Board of Canvassers prepared by Director of Business Services Ken Mischler, certifying the number of votes cast in the April 7, 2009, Board of education election, was referenced. Board member Ron Kossik was recognized for his service to the District.

The Board agreed to hold its 2009 organizational meeting at 12:00 noon on Tuesday, April 28, 2009.

Bob Jome gave a brief report on the Wisconsin Association of School Board's March 18, 2009, Day at the Capitol event.

Superintendent Swanson's district activity update highlighted two MPSD teams working on designing and constructing mini-choppers (after school hours) will be unveiled next weekend at the Manitowoc County Expo Center; LHS students Danielle Budnik and Miranda Wetak took first place at the state Future Business Leaders of America competition in Milwaukee and will be competing at the national FBLA conference in Anaheim, California in June; three Destination Imagination teams will compete in state level competition in Stevens Point this weekend; our recently Board-approved cooperative hockey team has been approved by WIAA for next year; and science teacher Ann Hansen has been commended by the Milwaukee School of

Engineering for creating a SMART (Students Modeling A Research Topic) team of biology students that studied the role of thrombin in Alzheimer's disease.

Board member Ron Kossik spoke appreciatively about his six years on the Board of Education and emphasized the importance of educational support determining the future of our community.

A motion to approve textbooks being considered for adoption in 2009-2010 was made by Bob Jome, seconded by Jim Protsman, and carried.

On motion by Jim Protsman, seconded by Bob Jome, the June 2010 trip to Sosa High School in Chiba, Japan, was approved for Lincoln High School foreign language students.

The food services provider contract with Chartwells was approved on motion by Lee Braunel, seconded by Jim Protsman, and unanimously carried. The contract will begin on July 1, 2009, and end on June 30, 2010 with up to four 1-year renewals with mutual agreement to June 30, 2014.

Policies brought forward from the Policy and Personnel Committee for first reads included: Naming Rights or Sponsorship of District Buildings and Facilities; Full-Time Student; and Gifts, Grants and Bequests. The second reading of these policies will be held at the May, 2009, Board meeting.

On motion by Lee Braunel, seconded by Ron Kossik, and carried, the meeting adjourned at 8:26 p.m.

Respectfully submitted,
Rebecca McLafferty, Secretary

Michael A. Herrity
Board President

MINUTES OF BOARD MEETING
Manitowoc Board of Education
April 28, 2009

A special meeting of the Board of Education was called to order by Superintendent Mark Swanson at 12:00 noon on April 28, 2009. The following Board members were present: Mr. Michael Herrity, Mr. Jim Protsman, Ms. Judy Carey, Mr. Lee Braunel, Mr. Bob Jome, and Mr. Tim Newberg. Also present were Superintendent Mark Swanson and Board secretary Rebecca McLafferty. Chrystal Myer arrived at 12:02 p.m.

Superintendent Mark Swanson began the organizational meeting by reviewing the procedure for conducting School Board elections.

Jim Protsman nominated Michael Herrity for the office of Board President. There being no further nominations, nominations were closed. Ballots were distributed and the subsequent vote resulted in Michael Herrity being unanimously elected as Board President.

Superintendent Swanson acknowledged that Board President Michael Herrity would preside over the remainder of the meeting.

Lee Braunel nominated Judy Carey for the office of Board Vice-President/Clerk. There being no other nominations, the nominations were closed. The vote resulted in Judy Carey being unanimously elected to the office of the Board Vice-President/Clerk.

Judy Carey nominated Lee Braunel for the office of Board Treasurer. There being no other nominations, the nominations were closed. The vote resulted in Lee Braunel being unanimously elected to the office of the Board Treasurer.

Board President Herrity made the following committee assignments for 2009-2010: Buildings and Grounds Committee – Chair Lee Braunel, members Judy Carey, Tim Newberg; Curriculum Committee – Chair Jim Protsman, members Bob Jome, Chrystal Myer; Finance and Budget Committee – Chair Judy Carey, members Lee Braunel, Tim Newberg; Personnel & Policy Committee – Chair to be determined at next committee meeting, members Jim Protsman, Bob Jome, Chrystal Myer; District Collaboration Committee – members Lee Braunel, Chrystal Myer; and City Recreation Board – representative John Johnson. Appointments made to Curricular Advisory Committees were: Drug Free Schools (AODA)/Human Growth & Development – Bob Jome; School Forest – Lee Braunel; Gifted & Talented – Chrystal Myer, alternate Jim Protsman; Business Education Partnership Council – Lee Braunel.

Lee Braunel was appointed as the District's representative, with Michael Herrity appointed as the alternate representative, to the Cooperative Educational Service Agency annual convention to be held on May 13, 2009, at 6:30 p.m. at the CESA 7 office.

On motion by Chrystal Myer, seconded by Bob Jome, the meeting adjourned at 12:15 p.m.

Respectfully submitted,
Rebecca McLafferty, Secretary

Michael A. Herrity
Board President

MINUTES OF BOARD MEETING
Manitowoc Board of Education
May 12, 2009

A regular meeting of the Board of Education was called to order by President Michael Herrity at 6:00 p.m. on May 12, 2009. The following Board members were present: Chrystal Myer, Jim Protsman, Judy Carey, Lee Braunel, Bob Jome, Tim Newberg and Michael Herrity. Also present were Superintendent Mark Swanson and Board secretary Rebecca McLafferty.

At 6:01 p.m., on motion by Lee Braunel, seconded by Chrystal Myer, and carried, the Board moved to convene in closed session for the purposes of discussion and identification of school district collective bargaining strategy with respect to successor collective bargaining contracts with the Manitowoc Education Association, secretarial/clerical bargaining unit, the custodial/maintenance collective bargaining unit, and the Manitowoc Educational Paraprofessionals bargaining unit, as authorized pursuant to Section 19.85(1)(e) of the Wisconsin statutes; and also to consider the compensation of administrative staff, as authorized pursuant to Section 19.85 (1)(c) of the Wisconsin Statutes.

The board reconvened in open session at 7:00 p.m. and began with the pledge of allegiance.

Motion was made by Bob Jome, seconded by Jim Protsman, and carried to approve the minutes of the April 14, 2009, regular board meeting and the April 28, 2009, special board meeting.

Randolph Strauss of 1702 S. 9th Street, Manitowoc, expressed concern regarding loud music being played from Lincoln High School's tower in the mornings and afternoons. He also inquired why the public address system on the south side of the JFK Fieldhouse is so loud.

Marilee Loduha of N2165 Pine Beach Road, Oostburg, a library clerk at Washington Jr. High School, spoke in support of the District's library positions.

Finance and Budget Committee Chairperson Judy Carey stated that she would report on the May 5, 2009, meeting in conjunction with the budget topic listed under New Business.

Coordinator of Business Education, Family and Consumer Education, Technical Education and Vocational Education Kari Krull, and Youth Apprenticeship Program liaison Rick Conrad talked about the opportunities afforded students through the Youth Apprenticeship Program. Fifteen participating students and their business representatives were introduced. Students conveyed benefits they received from the program and talked about their future plans. As part of the presentation, two mini-choppers were displayed that had been constructed by students in conjunction with sponsorships from LDI Industries and Manitowoc Crane, respectively.

The payment of vouchers was presented by Director of Business Services Ken Mischler. A motion to approve voucher #950 totaling \$2,262,492.63, and voucher #953 totaling \$3,386,477.34, for a total of \$5,648,969.97, was made by Lee Braunel, seconded by Bob Jome, and carried. Also presented was the financial statement for the month ending April 30, 2009.

On motion by Jim Protsman, seconded by Bob Jome, the Board approved expenditure of \$11,942 to First Agency, Inc., for student accident insurance coverage for the 2009-2010 school year.

Director of Human Resources Andrea Holschbach presented the Personnel Report, which included two level movements on the teacher salary schedule, job share contracts for six teachers, and approval of extracurricular contracts. Motion was made by Jim Protsman, seconded by Judy Carey, and unanimously carried, to approve the Personnel Report as presented.

A motion was made by Judy Carey, seconded by Tim Newberg, and carried to approve final notices of layoff for four teachers as follows: one partial layoff from 100% to 80%; one partial layoff from 70% to 20%; and two full layoffs from 100% to 0.

Andrea Holschbach gave a brief update on negotiations, indicating that there are no scheduled meeting dates at this time.

After clarification of bids by Andrea Holschbach, a motion was made by Lee Braunel, seconded by Chrystal Myer, and carried to approve the bid of \$67 per hour from Holy Family Memorial for providing physical therapy services to the District in 2009-2010.

A motion to approve the list of Lincoln High School seniors who will receive scholarship awards at the June 3, 2009, award ceremony at Lincoln High School, was made by Bob Jome, seconded by Chrystal Myer, and carried.

Superintendent Swanson provided an update on various district activities. Items specifically talked about included:

- There are many musical concerts, scholarship award nights and athletic events taking place during this time of year.
- Lincoln High School's annual scholarship night is Wednesday, June 3 at 7:00 p.m. Board members were encouraged to assist with that event, and also the June 12 graduation ceremony.
- Jefferson Elementary School was awarded a \$60,000 21st Century Community Learning Center grant from the Department of Public Instruction. The grant is designed to support school efforts to improve student achievement, youth development and increase family and community connections to school.
- Michael Morgen was commended for his voluntary efforts in overseeing the District Crisis Team, as well as school nurses, office assistants and members of the crisis team. The district has a pandemic plan in place, although it is hoped that it will never have to be implemented.

On motion brought forward from the Policy and Personnel Committee, action was taken on the following policies:

- "Naming Rights or Sponsorship of District Buildings and Facilities" policy was approved, 5-2 (Braunel, Newberg).
- "Full-Time Student" policy was unanimously approved;
- "Gifts, Grants and Bequests" policy – On motion by Chrystal Myer, seconded by Bob Jome, policy was amended to read, "...All gifts, grants, or bequests having a value of more than \$2,000 shall be accepted by the Board..." On motion brought from committee, policy (as amended) was unanimously approved.

On motion by Chrystal Myer, seconded by Jim Protsman, and carried, Bob Jome was appointed as the Board's representative and Michael Herrity as the alternate to the 2010 Delegate Assembly at the Wisconsin Association of School Boards Convention held in January 2010.

A motion to approve Wednesday, May 19, 2010, as the date for the 2010 Quarter Century Club and Retiree Recognition Dinner was made by Jim Protsman, seconded by Chrystal Myer, and carried.

Director of Student Learning Michael Dunlap talked about the results of the Wisconsin Knowledge and Concepts Examination-Criterion Referenced Test (WKCE-CRT) and Wisconsin Alternate Assessment (WAA). All students in grades 3, 4, 5, 6, 7, 8 and 10 were assessed in reading and math; students in grades 4, 8 and 10 completed tests in language arts, science and social studies. Dunlap reported that student performance in reading was similar to the previous year, but there is evidence of slight gains in the other content areas over the 2007-2008 school year. Dunlap also reported that the District has been giving more attention to the gaps in achievement between various groups and meeting the needs of struggling learners.

Academy courses, "Reading with Imagination" and "Do-Able Differentiation: Varying Groups, Texts, and Supports to Reach All Readers" were approved after motion by Bob Jome, seconded by Chrystal Myer.

Chairperson Judy Carey reported on the May 5, 2009, Finance and Budget Committee meeting. The District is expected to receive \$700,000 of federal stimulus money that can be used to offset the district budget deficit, allowing the district to delay transfer of \$300,000 of costs from Fund 10 to Fund 80, thus lowering the proposed tax levy. The textbook and workbook fee of \$10 for elementary schools and \$20 for secondary schools would be delayed. Carey indicated that recent news from the Governor's office indicates that further significant budget cuts may be warranted if the district's spending limit is reduced.

Discussion topics included employee furloughs, revenue limit in relation to property taxes, difficult decisions that lay ahead, the importance of keeping the public informed of changing budget situations, and using one-time stimulus money.

Judy Carey and Director Ken Mischler indicated that a motion was made in committee to bring to the Board a proposed list of 2009-2010 budget reductions and revenue sources for adoption. After considerable discussion, the following budget reductions and revenue sources for 2009-2010, totaling \$1,027,436, were adopted by roll call vote, 4-3 (Myer, Protsman, Jome). Items included charge for participating in extra-curricular activities (\$15 for junior high school and \$25 for senior high school annual fee which includes academic and athletic activities – free and reduced fee could be waived) - \$36,000; elimination of library aide positions - \$124,000; reduce the number of preschool assistants' hours (from 5 to 4 days per week) - \$21,992; reduce the Excel advocates - \$52,060; cut printing and mailing of district calendar - \$8,800 (not including labor savings); national travel for extra-curricular events - \$5,500; health and dental savings from network, plan design, and contribution - \$75,000; reduction in bussing cost (projected decrease in price of diesel fuel for 2009-2010) - \$48,000;

Secondary teaching staff (grades 7-12) :

Reduce five positions – 5.5 FTE - \$401,814;

Teacher – McKinley School (1.00 FTE) – (\$73,057);

Elementary Teaching Staff Positions (grades 1-6):

Teacher – Grades 1-6 Jefferson (SAGE) – (1.00 FTE) – (\$73,057);

Teacher – Grades 1-6 (Madison) – (1.50 FTE) – (\$109,586);

Other Staff Positions (grades 1-6):

Paraprofessional – CWD (Elementary) – 3.50 FTE - \$105,903;

Paraprofessional – ELL (Elementary) – (1.00 FTE) – (\$30,258);

Paraprofessional – Educational Interpreter – 1.00 FTE - \$34,325;

IDEA Special education federal stimulus money (utilize \$700,000 under the 50% rule of the IDEA regulations) - \$400,000;

After approval of the above listed cuts, the total of cost reductions or revenue sources for 2009-2010 now totals \$1,640,039.

Concerns of Randolph Strauss regarding loud music being played from Lincoln High School's tower and the loud public address system on the south side of the JFK Fieldhouse were referred to the Buildings and Grounds committee.

On motion by Lee Braunel, seconded by Chrystal Myer, and carried, the meeting adjourned at 8:46 p.m.

Respectfully submitted,
Rebecca McLafferty, Secretary

Michael A. Herrity
Board President

MINUTES OF BOARD MEETING
Manitowoc Board of Education
June 23, 2009

A special meeting of the Board of Education was called to order by President Michael Herrity at 12:02 p.m. on June 23, 2009. The following Board members were present: Ms. Chrystal Myer, Mr. Jim Protsman, Mr. Lee Braunel, Mr. Bob Jome, Mr. Tim Newberg, and Mr. Michael Herrity. Also present were Superintendent Mark Swanson and Board secretary Rebecca McLafferty.

Director of Human Resources Andrea Holschbach reported on the AESOP substitute placement system which saves the district approximately \$30,000 per year in employee's salaries. Pros and cons of the system were noted, with Andrea indicating that most staff members are very pleased with the system.

Andrea Holschbach gave a general overview of how the sub calling/assigning process works. Benefits of the system for principals or their designees include viewing: absences, substitute assignments, unfilled absences, available substitutes, and call history; assigning a substitute to an absence, entering an absence for an employee, modifying school preference list, and approving absence requests. Benefits of the system for substitutes include logging into and calling the system, finding and accepting available jobs, viewing schedule, cancelling assignment, managing call times and availability, and selecting preferred schools. Report capabilities were also reviewed.

Discussion ensued regarding a concern that some subs were not as aggressive as others, therefore not securing as many available jobs. Inquiries were answered regarding how the principal and office staff are notified of absences, tracking excessive absences, and the sub's ability to solicit available jobs.

Board President Michael Herrity summarized the Board's current position on naming rights for Municipal Field, indicating that a full Board was not present at the time the vote failed to approve a motion denying renaming the field.

Motion was made by Jim Protsman and seconded by Tim Newberg, to honor the many extraordinary contributions of Ron Rubick to the Manitowoc Public School District, the Manitowoc Public School District will rename the municipal field to the Ron Rubick Municipal Field and pursue approval of the City of Manitowoc for this change.

After discussion, motion was made by Judy Carey, seconded by Chrystal Myer, to amend the motion to include, "The Board will assume no cost for the change, and will assume that private donations will pay all expenses." Motion passed 6-1 (Braunel).

Considerable discussion ensued regarding maintenance and liability responsibilities of recognition plaques, etc., the precedence that will be set upon Board approval of this request, timeliness of the request, and the Board's original purpose as outlined in the (municipal field) agreement between the City of Manitowoc and the Manitowoc Public School District.

Subsequent vote on the amended motion,

"To honor the many extraordinary contributions of Ron Rubick to the Manitowoc Public School District, the Manitowoc Public School District will rename the municipal field the Ron Rubick Municipal Field and pursue approval of the City of Manitowoc for this change. The Board will assume no cost for the change and will assume that private donations will pay all expenses."

Motion carried 6-1 (Braunel). Superintendent Swanson was directed to contact city personnel regarding approval to amend the contract as approved.

On motion by Lee Braunel, seconded by Chrystal Myer, the meeting adjourned at 1:02 p.m.

Respectfully submitted,
Rebecca McLafferty, Secretary

Michael A. Herrity
Board President

MINUTES OF BOARD MEETING
Manitowoc Board of Education
June 9, 2009

A regular meeting of the Board of Education was called to order by President Michael Herrity at 6:00 p.m. on June 9, 2009. The following Board members were present: Ms. Chrystal Myer, Ms. Judy Carey, Mr. Lee Braunel, Mr. Bob Jome, Mr. Tim Newberg, and Mr. Michael Herrity. Also present were Superintendent Mark Swanson and Board secretary Rebecca McLafferty.

At 6:00 p.m., on motion by Lee Braunel, seconded by Chrystal Myer, and carried, the Board moved to convene in closed session for the purpose of discussion and identification of school district collective bargaining strategy with respect to successor collective bargaining contracts with the Manitowoc Education Association, secretarial/clerical bargaining unit, the custodial/maintenance collective bargaining unit, and the Manitowoc Educational Paraprofessionals bargaining unit, as authorized pursuant to Section 19.85(1)(e) of the Wisconsin statutes; and considering the compensation of administrative staff, as authorized pursuant to Section 19.85(1)(c) of the Wisconsin Statutes.

The board reconvened in open session at 7:00 p.m. and began with the pledge of allegiance.

Motion was made by Lee Braunel, seconded by Bob Jome, and carried to approve the minutes of the May 12, 2009, regular Board meeting and the May 19, 2009, special Board meeting.

Washington Jr. High School Principal Kathy Lemberger and teacher Debbie Hartman introduced 9th graders Abbey Moss, Patrick Begley, Emily Burish, and Amanda Baryenbruch who reflected upon their Washington D.C. trip. Some of the topics included the Holocaust Museum, laying a wreath at The Tomb of the Unknown Soldier, and the Iwo Jima Memorial. Eighth grade students Nicki Gretz, Kasey Anton and Carrie O'Connor spoke in anticipation of next year's trip.

Wilson Jr. High School Principal Darlene Wotachek introduced Ann Hansen, advisor of Lincoln's and Wilson's SMART team (Students Modeling a Research Topic). The recent project evolved out of collaboration with Milwaukee School of Engineering, pairing student teams with research scientists to explore a protein, and subsequently developing and presenting a molecular model. Points of interest shared by students Brandon Vance, Kira Schultz, and Danielle Niquette included qualifying for the project, project phases, touring labs, writing an abstract, developing an informative skit, using computer imaging software, and creating project posters.

Chris Grodek of 2020 Andrea Lane, Manitowoc, spoke regarding the school district's difficult financial times, and urged the School Board to consider staff, bussing, and extra-curricular in its decision making.

Margarette Allen of 1143 N. 16th Street, Manitowoc, spoke regarding the Board's recent decision to cut library aides, stressing the need for all parties to work together.

Debbie Holschbach of 2106 Lafollette Avenue, Manitowoc, spoke about negative consequences of reducing support personnel.

Laurie Lee of 2924 Lindbergh Drive, Manitowoc, spoke of budget cuts and the importance of MEA and MEP staff working together.

Phyllis Uhrich of 1514 Marshall Street, Manitowoc spoke of district paraprofessionals' willingness to step up to the plate, and asked for community assistance in paying (athletic) fees.

Sam Fricke, of 1605 Holly Drive, Manitowoc, spoke in support of renaming the municipal field after coach Ron Rubick.

Pete Holm of 2640 S. 14th Street, Manitowoc, spoke of Ron Rubick's qualities that would sustain a decision to rename municipal field after him.

In the absence of Chairperson Jim Protsman, Bob Jome reported on the May 18, 2009, Curriculum Committee meeting. At the committee meeting, Jim Protsman had described how inappropriate posture affects breathing, attention and reading. Committee discussion included how to best include Protsman's research as an objective for the Student Learning goal. It was decided that Superintendent Swanson and Marcia Flaherty would draft a goal objective within the Student Learning goal which would include multiple physiological and environmental factors that contribute to an optimal learning environment.

Chairperson Judy Carey reported on the June 2, 2009, Finance and Budget Committee meeting. The Qualified School Construction Bond Program (QSCB) created by the American Recovery and Reinvestment Act allows districts to repay only the bond principal; the federal government provides for the "interest" payment. The DPI will give priority consideration to eligible school districts that have passed a referendum or have a board approved resolution to issue non-referendum debt. Additionally, through the federal Qualified Zone Academy Bond (QZAB) program, school districts with low income populations can save on interest costs associated with financing school renovations. The Manitowoc Public School District needs to provide the DPI with a letter of interest in the QSCB or the QZAB programs by June 15, 2009. Chairperson Carey indicated that this would be a way for the district to meet some of its building needs, energy concerns, and also address security and safe environment issues.

Chairperson Carey further reported that Assembly Bill 75 reduced general school aide funding by 3.1%, meaning a reduction in MPSD equalization aide by over \$1 million. The per pupil adjustment was reduced from \$275 to \$200, reducing the district's revenue limit from \$51,747,000 to \$51,053,700, or a drop of \$693,300. The QEO will be repealed after July 1, 2010, and certain categorical aids funding is reduced 2.5%, which includes SAGE, bilingual/bicultural education, pupil transportation, AODA and school lunch. The district will need to cut an additional \$700,000 and the tax levy will still show a 10.3% increase. Suggestion was made to approach union representatives to ask for 0% increase contract settlements with no step movement. The savings would amount to \$1.6 million which could provide for the \$700,000 shortfall and lower tax levy.

Considerable discussion ensued regarding budget issues.

The payment of vouchers was presented by Director of Business Services Ken Mischler. A motion to approve voucher #955 totaling \$2,057,756.55, and voucher #958 totaling \$3,670,162.26, for a total of \$5,727,918.81, was made by Lee Braunel, seconded by Judy Carey, and carried. Also presented was the financial statement for the month ending May 31, 2009.

Director of Human Resources Andrea Holschbach presented the Personnel Report, which included two retirements, four resignations, hire of professional and support staff, three level movements on the teacher salary schedule, hire of summer computer cleaning personnel,

summer maintenance employees, and summer school teachers/aides. Motion was made by Lee Braunel, seconded by Bob Jome, and unanimously carried, to approve the Personnel Report as presented.

Director of Pupil Services Dawn LeLou-Matte described the REACh (Responsive Education for All Children) Grant program, which was initially introduced to improve reading gaps, with a vision to help Wisconsin schools establish systematic improvements for struggling learners. Framework components focus on collaborative problem solving using data-based decision making to implement evidence-based practices at all levels in a school system. Elementary school principals Cathi Burish, Steve Kleinfeldt, and Keith Wakeman; and junior high school principals Darlene Wotachek and Kathy Lemberger reported enthusiastic support for the program, as well as successful results. Steve Kleinfeldt reported that the behavior component will be addressed next year at Jackson School by way of an anti-bullying program. Keith Wakeman commended families and community organizations working with Franklin School's diverse population. Director LeLou-Matte expressed confidence that by tracking data and implementing appropriate practices, results will improve.

Superintendent Mark Swanson reported that Lincoln High School's graduation is Friday, June 12 at 1:00 p.m. He expressed his appreciation to Board members Chrystal Myer and Michael Herrity for assisting at the scholarship awards program.

Superintendent Mark Swanson gave background on the agreement between the City of Manitowoc and the Manitowoc Public School District in regard to the Municipal Athletic Field. The Agreement states, "...The name of the facility shall remain Municipal Athletic Field in perpetuity." After speaking with the City Attorney, it appeared that the City would not object to adding an individual's name to the title, i.e. John Doe Municipal Field. If the Board agreed to a name change, the School District would request that the City make the amendment. Much discussion was had on this issue, with Board members taking both sides of the issue. Motion was made by Lee Braunel, seconded by Judy Carey, to deny the request to rename the Municipal Athletic Field. Motion failed 3-3 (Myer, Jome, Newberg against).

Motion was made by Judy Carey, supported by Lee Braunel, and unanimously carried (6-0) to adopt a resolution as presented, authorizing the Manitowoc Public School District to pursue Qualified Zone Academy Bonds (QZAB) and Qualified School Construction Bonds (QSCB) not to exceed \$5.6 million.

Motion was made by Chrystal Myer, seconded by Bob Jome, and unanimously carried, for the Board to renew the grant writing contract with CESA 6 for 2009-2010.

Director of Student Learning Michael Dunlap presented a textbook that is currently being considered for adoption. The book is available for viewing at the Lindbergh Administration Building. The Board will be asked to take action on this request at the July, 2009, meeting.

Superintendent Swanson, accompanied by Directors LeLou-Matte and Dunlap, reported on the recent announcement by Wisconsin's Department of Public Instruction that Jefferson Elementary School and the Manitowoc Public School District did not meet Adequate Yearly Progress (AYP) on this year's WKCE test. No Child Left Behind requires meeting established objectives in 17 separate categories. Jefferson Elementary School reached or exceeded 16 of the 17 objectives, but students with disabilities did not meet the established objective in reading. Also, the district's three grade categories passed AYP individually, but not when combined. Data is being processed and a very thorough and detailed analysis will follow, in order to draw

conclusions and consider changes that will make a positive difference in the reading scores of students with disabilities. Reports on the AYP will be made to the Board during the 2009-2010 school year.

Concern regarding Lincoln High School's carillon, which was expressed at the May 12, 2009, Board meeting, is referred to the Building and Grounds Committee.

On motion by Lee Braunel, seconded by Chrystal Myer, and carried, the meeting adjourned at 9:02 p.m.

Respectfully submitted,
Rebecca McLafferty, Secretary

Michael A. Herrity
Board President