

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

A regular meeting of the Board of Education was called to order by President Michael Herrity at 6:02 p.m. Members present were Mr. Lee Braunel, Mr. Bob Jome, Mr. Tim Newberg, and Mr. Michael Herrity. Also present were Superintendent Mark Swanson and Board secretary Rebecca McLafferty.

A motion was made by Lee Braunel, seconded by Tim Newberg, and unanimously carried by roll call vote 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 consideration of the compensation of School District administrative staff, as authorized pursuant to Section 19.85(1)(c) of the Wisconsin Statutes.

(Board members Judy Carey and Chrystal Myer arrived at 6:04 p.m.) The Board reconvened in open session at 7:01 p.m. and began with the pledge of allegiance.

A motion was made by Bob Jome, seconded by Lee Braunel, and carried to approve the minutes of the June 9, 2009, regular meeting and the June 23, 2009, special meeting.

Correspondence was received from the City of Manitowoc in regard to a property annexation petition.

Lee Braunel reported on the June 15, 2009, Buildings and Grounds Committee meeting, wherein the Committee approved a recommendation to bring to the school board a request to proceed with a storm sewer retention project at Wilson Jr. High School. Subsequent to Committee approval, Manitowoc City Engineer Valerie Melon and AECOM Water Resource Engineer Jaren Hiller presented the proposed project to the school board. The City's installation of a concrete retention tank under the bowl at Wilson would reduce flooding on Waldo Boulevard and to residential property in the area. The tank, to be located under the turf, would not impact the District's use of the bowl. The water would be used to water the football field. Valerie Melon explained that school district approval is required prior to her submission of grant applications to fund the project. After discussion and numerous questions being answered, on motion brought from Committee, the Board unanimously approved pursuing the storm sewer retention project at Wilson Jr. High School.

Lee Braunel further reported that in response to a citizen request to not use the carillon at Lincoln High School, the Committee examined its history and use. Motion was made by the committee to keep the use as it is. Motion was also approved in committee to bring a request to the Board to either dispose of or demolish the Lincoln House, which was purchased in 2001 and started as a temporary life skills facility for special education students age 18-21. The program has outgrown the house which needs considerable repair. On motion brought from committee, the Board unanimously voted to either demolish or dispose of the Lincoln House.

Chairperson Judy Carey reported on the July 14, 2009, Finance and Budget Committee meeting. After budget adjustments reduced the per pupil allocation in the revenue limit calculation, the district needs to cut an additional \$693,300 from its budget. The administration

brought forward a proposed list of budget reductions and additional revenue sources which the Committee reviewed, modified and approved to the total of \$694,574, to be brought forward to the full Board for approval. This item will be addressed under Unfinished Business later in this meeting.

The payment of vouchers was presented by Director of Business Services Ken Mischler. A motion was made by Lee Braunel, seconded by Judy Carey, and unanimously carried, to approve voucher #960 totaling \$6,166,891.11, and voucher #001 totaling \$987,371.98, for a total of \$7,154,263.09. There were no financial statements this month due to the annual audit.

Director of Human Resources Andrea Holschbach presented the Personnel Report consisting of one retirement and three resignations, hire of professional staff, level movement for fifteen teachers on the teacher salary schedule, and extracurricular contracts. Motion was made by Bob Jome, seconded by Chrystal Myer, and carried to approve the Personnel Report as presented.

School Forest Coordinator Patty Maher presented the Rahr Memorial School Forest year-end report for 2008-2009. The report highlighted use by 11,937 visitors, an increase of 847 visitors from last year. This reconfirmed the Rahr Memorial School Forest as the most used school forest in the state of Wisconsin. Also highlighted were conferences attended, grants received, workshops and community events, the forest festival, a gypsy moth update, property/equipment update, forestry and service projects, and donations received. A video illustrated numerous activities held during the school year.

On motion by Bob Jome, seconded by Judy Carey, motion carried to approve depositories for District funds, as required by Wisconsin State Statute 34.05.

A motion to approve initial and additional loans for 2009-10 totaling \$198,600 and to authorize approval of any additional loan requests that are received up to the \$260,000 amount was made by Bob Jome, seconded by Lee Braunel, and carried.

A motion to approve a transportation contract for 2009-2014 with Brandt Buses, containing a 2% increase, was made by Bob Jome, seconded by Judy Carey, and carried.

Superintendent Swanson provided an update on various District activities. Items he specifically talked about included summer cleaning taking place in all District buildings in conjunction with routine cleaning and maintenance projects; summer school's solid participation numbers; and Superintendent Swanson commended teachers Dennis Larsen, Cory Erlandson and Angela Janda for their involvement in developing the Wisconsin Hometown Stories: Manitowoc-Two Rivers which premiered recently on Wisconsin Public Television.

On motion brought forward from the Finance and Budget Committee, the following budget reductions for 2009-2010 were approved 5-1 (Jome opposed). Additional salary/fringe benefit adjustments-all Staff - \$144,700; Kindergarten SAGE Teacher - 1.00 FTE (full time equivalency) 25 teachers vs. 26 - \$73,057; At-risk staff reduction teacher 1.00 FTE - \$73,057; attendance officer-Lincoln High School - 1.00 FTE - \$43,155; Additional library aides/pre-school aides savings - \$41,067; CWD aides savings - \$35,250; Wisconsin Retirement System reduction from estimated 0.8% to 0.6% - \$25,000; NovaNet online program eliminated in favor of APEX - \$20,000; Lunch room supervision-Wilson Jr. High - 2 positions - 0.58 FTE - \$9,491; at-risk staff reduction paraprofessional - 0.43 FTE - \$9,188; building and maintenance projects - \$75,000; delay replacement of Lincoln staff computers - \$74,000; travel, supplies and materials

reductions - \$35,000; equipment reductions - \$20,000; instructional aides – districtwide (2) 3-hour positions – 0.86 FTE - \$14,236; instructional aide – Riverview School – 1 hour 0.15 FTE - \$2,373; Total Additional 2009-2010 Budget Reductions \$694,574.

After discussion, on motion by Judy Carey, seconded by Tim Newberg, and carried, a proposed school trip for Lincoln High School Orchestra students to Nashville, Tennessee, on March 24-29, 2010, was approved.

Policies brought forward from the Policy and Personnel Committee for first reads included: 3120.01/4120.01 Job Descriptions, 3122.01/4122.01 Drug Free Workplace, 5114 Foreign and Foreign Exchange Students, 5518 Cell Phones and Electronic Communication Devices and Portable Media Players, 5520 Disorderly Conduct, 5540.01 Investigations Involving Suspected Child Abuse, 5724 High School Voter Registration Program, 6610 Student Activity Fund, and 8310 Public Record.

On motion by Bob Jome, seconded by Chrystal Myer, the District Superintendent's salary increase of 0% for 2009-2010 was unanimously approved.

The date of Tuesday, August 4, 2009, at 5:00 p.m. was set for a Board goal workshop.

There will be no 4th Tuesday meeting in July.

On motion by Chrystal Myer, seconded by Tim Newberg, motion carried to adjourn at 8:27 p.m.

Respectfully submitted,
Rebecca McLafferty, Secretary

Michael A. Herrity
Board President

MINUTES OF BOARD MEETING
Manitowoc Board of Education
August 11, 2009

A regular meeting of the Board of Education was called to order by President Michael Herrity at 6:00 p.m. Members present were Ms. Chrystal Myer, Mr. Jim Protsman, 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.

A motion was made by Lee Braunel, seconded by Jim Protsman, and unanimously carried by roll call vote 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.

The Board reconvened in open session at 7:01 p.m. and began with the pledge of allegiance.

A motion was made by Lee Braunel, seconded by Tim Newberg, and carried to approve the minutes of the July 14, 2009, regular meeting.

Local Vocational Education Coordinator (LVEC) Kari Krull and teacher Becky Grodek spoke on behalf of Family Career and Community Leaders of America (FCCLA). Students Amber Andresek, Whitney Reynolds, and Emily Rodewald talked about how they became involved with the program, highlighted competitions attended, and expressed future FCCLA plans.

The payment of vouchers was presented by Director of Business Services Ken Mischler. A motion was made by Lee Braunel, seconded by Tim Newberg, and unanimously carried, to approve voucher #967 totaling \$714,647.71, voucher #003 totaling \$3,786,084.42, and voucher #005 totaling \$1,131,485.32, for a total of \$5,632,217.45. There were no financial statements this month due to the annual audit.

Director of Human Resources Andrea Holschbach presented the Personnel Report consisting of one retirement, hire of professional and support staff, level movement for five teachers on the teacher salary schedule, and extracurricular contracts. Motion was made by Bob Jome, seconded by Jim Protsman, and carried to approve the Personnel Report as presented.

Pupil Services Director Dawn LeLou-Matte introduced Dick Nitsch, Director of Pupil Services with Two Rivers Public School District; Tracie Wurm, Special Education Director from Valders Area School District; and Eleanor Giriappa, MCCCS board member. Director LeLou-Matte's annual report on the Manitowoc County Comprehensive Charter School (MCCCS) highlighted funding and sustainability, general information, previous educational alternatives, cost to students' learning, mission accomplishments, student absenteeism, behavior, reading progress, professional development, and development of integrated curriculum.

Madison Elementary School Principal Michael Dunlap presented the 2009-10 Children At-Risk Plan. The plan included the ongoing goals of providing professional development relating to 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 2009-10 include improving identification strategies, interventions, and focus on enhancing instruction, assessment and progress monitoring in every classroom; implementation of web-based credit recovery system on a larger scale; reviewing teen parenting program; and

implementation of the grant funded *Passages* program at Lincoln High School. A motion to approve the plan was made by Bob Jome, seconded by Chrystal Myer, and carried.

Superintendent Swanson provided an update on various District activities. Items he specifically talked about included the rapidly approaching 2009-2010 school year; Manitowoc Public School District's receipt of \$2.01 million in interest-free bonds; the Wisconsin Association of School Board's fall regional meeting; a successful civil rights review; Lakeshore Technical College collaboration on September 22; and best wishes to departing reporter Sarah Millard.

On motion brought forward, the following policies were unanimously approved: 3120.01/4120.01 Job Descriptions, 3122.01/4122.01 Drug Free Workplace, 5114 Foreign and Foreign Exchange Students, 5518 Cell Phones and Electronic Communication Devices and Portable Media Players, 5520 Disorderly Conduct, 5540.01 Investigations Involving Suspected Child Abuse, 5724 High School Voter Registration Program, and 6610 Student Activity Fund, 8310 Public Record.

Lee Braunel left the meeting.

It was moved by Bob Jome, seconded by Tim Newberg, and carried unanimously (6-0) to approve District goal objectives as proposed by the administration for 2009-10 covering student learning, staff, operations, and communications.

Director of Business Services Ken Mischler presented 2008-09 budget adjustments that reflect Board action during the 2008-09 school year. These include changes in Department of Public Instruction (DPI) classification, staff changes, capital projects, staff contract settlements, changes in federal or state grants, self-funded insurance adjustments, or internal budget changes. A motion to approve the budget adjustments as presented was made by Judy Carey, seconded by Bob Jome, and carried unanimously by roll call vote (6-0).

Motion was made by Judy Carey, seconded by Tim Newberg, and unanimously carried (6-0) to ratify the secretarial/clerical and custodial/maintenance bargaining unit contracts for July 1, 2009, through June 30, 2011. The contracts contain a 1% wage increase on the last day of the first year, a 1% increase at 6 months and 1% at month 12 of the second year. A side letter agreement would set forth no layoffs (other than by attrition, with the district replacing or restructuring positions), and an additional 3 days off the first year and 2 additional days off the second year. The letter of agreement would expire at the end of the contract period.

Superintendent Swanson indicated that a committee referral will be made to the Budget and Finance Committee.

On motion by Chrystal Myer, seconded by Bob Jome, the Board moved to return to closed session.

On motion by Tim Newberg, seconded by Bob Jome, the meeting adjourned at 9:03 p.m.

Respectfully submitted,
Rebecca McLafferty, Secretary

Michael A. Herrity
Board President

MINUTES OF BOARD MEETING
Manitowoc Board of Education
September 8, 2009

A regular meeting of the Board of Education was called to order by President Michael Herrity at 6:00 p.m. Members present were Ms. Chrystal Myer, Mr. Jim Protsman, 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.

A motion was made by Lee Braunel, seconded by Tim Newberg, and unanimously carried by roll call vote to convene in closed session for the purposes of consideration of 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 discussion and identification of School District collective bargaining strategy with respect to successor collective bargaining contracts with the Manitowoc Education Association and the Manitowoc Educational Paraprofessionals bargaining units, as authorized pursuant to Section 19.85(1)(e) of the Wisconsin Statutes.

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

A motion was made by Lee Braunel, seconded by Tim Newberg, and carried to approve the minutes of the August 11, 2009, regular meeting.

Jackson School learning disabilities teacher Jessica Schultz and sixth grade student Delany Martell provided a demonstration of the Wilson reading program. The research-based reading and writing program is designed for students who have difficulty with decoding (reading) and encoding (spelling).

The payment of vouchers was presented by Director of Business Services Ken Mischler. A motion was made by Lee Braunel, seconded by Judy Carey, and unanimously carried, to approve voucher #007 totaling \$1,930,492.64, and voucher #010 totaling \$2,098,418.83, for a total of \$4,028,911.47. Director Mischler reviewed three financial statements this month due to the recent annual audit.

Director of Human Resources Andrea Holschbach presented the Personnel Report consisting of one resignation, hire of professional and support staff, level movement for twelve teachers on the teacher salary schedule, extracurricular contracts, and two requests for leaves of absence. Motion was made by Bob Jome, seconded by Tim Newberg, and unanimously carried to table consideration of extra-curricular contracts, item VII on the Personnel Report. Motion was made to approve items I through VI of the Personnel Report by Bob Jome, seconded by Jim Protsman, and unanimously carried.

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

LVEC Coordinator Kari Krull presented the Education for Employment Plan, which is updated every five years. The educational plan creates opportunities for student learners to become engaged in work-related activities, enhancing their career development and preparation for future employment. The business community must be integrated in educational issues to enrich the school curriculum so that current workforce needs are met. Student achievement must be

increased by engaging students and teachers in a more comprehensive educational experience that connects school and work. Motion was made by Lee Braunel, seconded by Tim Newberg and unanimously carried to approve the Education for Employment Plan as presented.

Director of Elementary and Secondary Education Marcia Flaherty presented the Staff Development Annual Plan. Director Flaherty noted that the singular purpose of the plan is to improve student learning for each and every student in the District. The Plan utilizes circles to illustrate various levels of external support, school organizational capacity, and authentic pedagogy working toward the bull's-eye of student learning.

Director of Pupil Services Dawn LeLou-Matte presented the following district guidance counselors who gave the Annual Guidance and Counseling Goals Review: Amy Pendergast, Teri Augustine, Tiffani Schley, Michael Morgen, Duane Simmons, Erin Thennes and Mike Zupek. Some topics that the guidance counselors spoke about included individualized learning plan conferences, conferencing at various grade levels, parent surveys, transition years, and struggles that students face. The report highlighted 2008-2009 goals, accountability, and an action plan for the 2009-2010 school year.

Superintendent Swanson provided an update on the beginning of the 2009-2010 school year. A final enrollment count will not be available until the third Friday. Board members were encouraged to attend a joint Board meeting with Lakeshore Technical College on Tuesday, September 22; the Lincoln High School Chamber Choir has been selected to perform in Milwaukee; and the District received a \$126,000 Title I Supplemental Grant, which will be used to strengthen reading and math at Jefferson School and the McKinley Academy.

Upon request from Superintendent Swanson, Business Director Ken Mischler indicated that the annual budget hearing will be held at the October 13 School Board meeting, and the tax levy will be set at the 4th Tuesday meeting on October 27, 2009.

On motion by Lee Braunel, seconded by Tim Newberg, and carried, the Board moved to return to closed session.

Respectfully submitted,
Rebecca McLafferty, Secretary

Michael A. Herrity
Board President

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

A regular meeting of the Board of Education was called to order by President Michael Herrity at 5:30 p.m. Members present were Ms. Chrystal Myer, Mr. Jim Protsman, 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.

A motion was made by Lee Braunel, seconded by Bob Jome, and unanimously carried by roll call vote to convene in closed session for the purpose 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.

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

Director of Business Services Ken Mischler conducted a public hearing on the proposed 2009-2010 budget. A summary of the 2008-2009 and 2009-2010 budget expenditures, revenues, total tax levy, equalized property value, and the net tax levy rate was provided. The total tax levy will increase about 4.35%, which translates to a net tax levy rate of \$7.86 per \$1,000, or a 3.83% increase (assuming equalized property value growth of .50%). Director Mischler summarized various aspects of the budget, including uncertain aide allocations, lost grants, and specifically designated uses for American Recovery and Reinvestment Act of 2009 (ARRA) stimulus monies. After hearing no comments from the public, President Herrity declared closure to the hearing at 7:00 p.m.

A motion was made by Lee Braunel, seconded by Judy Carey, and carried to approve the minutes of the September 8, 2009, regular meeting.

In recognition of last week's Gifted and Talented Education Week, kindergarten teacher Amanda Langman introduced kindergarten students Graham Stahl, Quinn Senn, and Joey Drews, who demonstrated their reading skills. Ms. Langman modeled how reading instruction is differentiated to meet each student's unique learning needs.

Chairperson Judy Carey reported on the September 17, 2009, Finance and Budget Committee meeting wherein Director of Business Services Ken Mischler reported on Fund 38 borrowing for the tentative \$5,600,000, giving examples of how the borrowing would work with \$2,010,000 in Qualified School Construction Bonds and traditional tax-exempt borrowing totaling \$3,590,000. The borrowing would be used for remodeling Franklin Elementary School, energy-saving upgrades, and security. Director Mischler also presented a draft of the 2009-2010 Budget which was approved by the Finance and Budget Committee to be brought forward for public hearing at the October 13, 2009, regular Board meeting.

Chairman Jim Protsman reported on the October 7, 2009, Curriculum Committee meeting. Changes were reviewed in course names, course descriptions and new courses proposed for implementation in 2010-2011. Lee Thennes, social studies department chairperson, presented a proposed change in the World History course description, which will become available to all sophomores, in addition to juniors and seniors; described the relationship between Economics and Pre-IB Economics; and presented a junior high course proposal for a new elective, tentatively entitled "Involvements", which was conceptually approved with modifications to be

presented at the meeting of the full board. Kari Krull, Coordinator of Vocational Education, presented a proposal to replace the International Business course with International Baccalaureate Business. Two additional course title changes were proposed from the Science Department and accepted, changing Physics to General Physics, and IB Environmental Systems to IB Ecosystems and Societies. After discussion, Marcia Flaherty proposed that the course "Involvements" be titled "Involvement in Issues of the 21st Century." On motion coming from committee for approval, the entire curriculum report was unanimously approved, including the revised class title.

The payment of vouchers was presented by Director of Business Services Ken Mischler. A motion was made by Judy Carey, seconded by Lee Braunel, and unanimously carried, to approve voucher #012 totaling \$3,049,062.48, and voucher #016 totaling \$3,668,898.58, for a total of \$6,717,961.06. Also presented was the financial statement for the month ending September 30, 2009.

Director Mischler shared the third Friday enrollment report which indicated a decrease of 28 students. FTEs totaled 5,430, with total student count of 5,556, senior high 10-12 count of 1,388, junior high 7-9 count of 1,129, elementary 1-6 count of 2,245, kindergarten count of 374, and preschool count of 420. Considerable discussion followed regarding local population and open enrollment trends.

Motion was made by Bob Jome, seconded by Jim Protsman, and unanimously carried, to bring back to the Board the tabled extra-curricular contracts from the September 8, 2009, Board meeting. Director of Human Resources Andrea Holschbach presented the Personnel Report consisting of the hire of professional and support staff, level movement for eight teachers on the teacher salary schedule, and extracurricular contracts. Motion was made by Judy Carey, seconded by Lee Braunel, and unanimously carried to approve the Personnel Report as presented.

Lynette Zalec, Chartwells Food Service Director, gave a lunch program report, indicating the following changes in participation from September 2008 to September 2009: breakfast reduced meals increased by 105, free meals by 400, and decreased 60 in paid meals. Adult participation increased 35; lunch participation increased reduced meals by 807, free meals by 2,258, and decreased 2,429 in paid meals. Some presentation highlights included enhancements to the food service program, Jefferson's fresh fruit and vegetable grant kick off, and breakfast and lunch facilities throughout the District. After her presentation, it was noted that approximately 40% of district students receive free or reduced lunches.

Board President Michael Herrity read the proclamation citing October 12-16, 2009, as National School Lunch Week. On motion by Jim Protsman, seconded by Chrystal Myer, the Board voted unanimously to approve the proclamation, which was presented to Lynette Zalec.

Director of Elementary and Secondary Education Marcia Flaherty, and Excel Advocate Jody Ackley reported on the Gifted and Talented Education Plan for the district, and the Diamond Model of Differentiation in the MPSD. Discussion included recent program cuts and plans to ensure a successful program.

It was moved by Bob Jome, seconded by Lee Braunel, and carried unanimously, to appoint Marcia Flaherty as the District's designated Equity/Title IX Coordinator.

Director of Elementary and Secondary Education Marcia Flaherty and Summer School Coordinator Michael Dunlap presented the 2009 summer school report. Decreased participation numbers were attributed to local economic conditions and changes in participation accounting procedures. Discussion included elementary and secondary involvement, enrichment programs, and local collaboration efforts.

Superintendent Swanson's district activity update included:

- an announcement that the annual Wisconsin Association of School Board's meeting will be held in Kiel on October 28, 2009;
- a fourth Tuesday meeting will be scheduled for October 27, 2009 to set the tax levy, and to hold discussion on the Franklin Elementary School project and administrative evaluation and supervision.
- an update on the H1N1 flu virus, commending the district safety team, and indicating that any potential future school closings would be decided by the County Health Department.

A motion was made by Judy Carey, seconded by Lee Braunel, and carried (6-1, Newberg opposed) to approve the school District's 2009-2010 budget that was presented at the budget hearing earlier in this meeting, in accordance with Section 65.90(4) of the Wisconsin Statutes. The budget includes expenditures in the general fund amounting to \$56,002,610, total expenditures of all funds amounting to \$71,717,798; and a proposal property tax levy amounting to \$18,666,287.

On motion by Lee Braunel, seconded by Tim Newberg, and carried, the Board moved to adjourn at 8:40 p.m.

Respectfully submitted,
Rebecca McLafferty, Secretary

Michael A. Herrity
Board President

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

A special meeting of the Board of Education was called to order by President Michael Herrity at 12:00 noon. Members present were Ms. Chrystal Myer, Mr. Jim Protsman, Ms. Judy Carey (12:04 p.m.), 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 Business Services Ken Mischler outlined the budget adjustments that need to be approved in order to establish the district's 2009-2010 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. The adjusted 2009-10 budget has a decrease in enrollment from the estimate. Under the revenue limit calculation, only one-third (1/3) of the enrollment decrease is charged this year, or about 15 FTEs. The District's revenue limit calculation has been adjusted to \$51,018,964, which is an increase of 2.41% over last year, and a decrease of \$18,548 from October's approved budget. The district's equalization aid increased \$108,957 over last year. The change in the revenue limit calculation and the equalization aid will result in an increase in the total tax levy of \$620,640, for an increase of 3.47%% (from \$7.51 per \$1,000 last year to \$7.53 per \$1,000 this year), an increase of 0.28% from last year's net levy rate. A motion to approve the changes to the Manitowoc Public School District's 2009-2010 budget, which had previously been adopted on October 13, 2009, was made by Judy Carey, seconded by Lee Braunel and unanimously carried by roll call vote.

It was moved by Lee Braunel, seconded by Bob Jome, and unanimously carried by roll call vote to establish the 2009-2010 property tax levy of \$18,505,095, plus prior year property tax chargebacks of \$3,422 for a total tax levy of \$18,508,517. Apportionment of the total tax levy is as follows:

City of Manitowoc	\$14,300,959
Town of Centerville	249,657
Town of Kossuth	562,334
Town of Manitowoc	756,880
Town of Manitowoc Rapids	1,125,253
Town of Newton	1,203,569
Town of Two Rivers	157,699
City of Two Rivers	152,166

Building and Grounds Committee Chairman Lee Braunel reported on the October 19, 2009, meeting. On motion brought forward from committee, the Board unanimously approved the proposal to move a district-owned garage from Green Street to a location in the northwest parking lot at Lincoln, to be used for football equipment storage. The Booster Club will cover the cost of moving and erecting the building at the new site, including excavation, concrete work, moving and electrical. The project is scheduled for spring 2010.

Chairperson Braunel also summarized the proposed Franklin Elementary School addition/remodeling project, to include a new gym, table storage, physical education office and storage, restrooms and mechanical room. The existing gym would be converted into new classrooms, to bring classrooms out of the basement at the north end of the building. The project would also entail renovating and updating approximately 30,000 square feet of the existing school, stressing energy efficiency and safety/security. In addition, there will be security upgrades and energy efficiency upgrades across the district. On motion brought forward from committee, the Board unanimously agreed to identify the scope of the project.

Superintendent Swanson and Director of Elementary and Secondary Education Marcia Flaherty addressed the Board regarding administrative restructuring and evaluations. Highlighted points included significant changes in supervisory responsibilities from last year to present. Superintendent Swanson stressed the importance of prioritizing responsibilities to maintain efficiency.

On motion by Bob Jome, seconded by Judy Carey, motion carried to adjourn at 1:07 p.m.

Respectfully submitted,
Rebecca McLafferty, Secretary

Michael A. Herrity
Board President

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

A regular meeting of the Board of Education was called to order by President Michael Herrity at 7:00 p.m. Members present were Mr. Jim Protsman, Ms. Judy Carey (7:04 p.m.), Mr. Lee Braunel, Mr. Bob Jome, Mr. Tim Newberg, and Mr. Michael Herrity. Also present were Superintendent Mark Swanson and Board secretary Rebecca McLafferty. Absent: Chrystal Myer.

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 October 13, 2009, regular meeting and the October 27, 2009, special meeting.

Director of Pupil Services Dawn LeLou-Matte introduced Transition Coordinator David Koenig who gave a presentation on transition services that enable students with disabilities to move on from high school. He highlighted examples of community collaboration in settings, making connections, demonstrating employability, and meeting personal needs. Transition services require collaboration through individualized education placements, community access, one-on-one job coaching, and life skills instruction. Participating students introduced themselves and their mentors/job coaches who spoke about the impact of the transition program on their businesses.

The payment of vouchers was presented by Director of Business Services Ken Mischler. A motion was made by Bob Jome, seconded by Tim Newberg, and unanimously carried, to approve voucher #018 totaling \$2,638,857.79, and voucher #020 totaling \$3,002,074.78, for a total of \$5,640,932.57. Also presented was the financial statement for the month ending October 31, 2009.

Director of Human Resources Andrea Holschbach presented the Personnel Report consisting of one retirement, the hire of support staff, level movement for ten teachers on the teacher salary schedule, and extracurricular contracts. Motion was made by Jim Protsman, seconded by Bob Jome, and carried to approve the Personnel Report as presented.

Motion was made by Jim Protsman, seconded by Tim Newberg, and unanimously carried to approve the Bloodborne Pathogens Exposure Control Plan and the Emergency Nursing Services Plan as presented by Director of Pupil Services Dawn LeLou-Matte.

Board President Michael Herrity presented options for Superintendent evaluation procedures and distributed the Superintendent's self-evaluation to board members for their review and future discussion.

Superintendent Swanson's district activity update included Lincoln High School teacher Jaci Collins being honored by the Wisconsin Association for Language Teachers as the 2009 Distinguished Educator; reminder to School Board members of a Legislative Briefing scheduled for Friday, November 20; the new Manitowoc Public School District website will be unveiled in the near future; and the first quarter of the school year ended on November 6, 2009.

Motion was made by Bob Jome, seconded by Judy Carey, to approve the revised destination of a previously approved orchestra trip to Chicago, IL on March 26-27, 2010. Motion carried unanimously.

Chairperson Judy Carey invited Business Services Director Ken Mischler to report on the November 3, 2009, Finance and Budget Committee meeting wherein he spoke about two financing alternatives for the \$5,600,000 borrowing which will be used for remodeling Franklin Elementary School, energy saving upgrades and security projects. Motion was brought from committee to bring to the School Board the concept of using fund balance in 2011-12 and 2012-13 and repaying the used fund balance in 2013-14. Motion carried unanimously (6-0).

A motion was made by Judy Carey, seconded by Lee Braunel, and carried by roll call vote (6-0) to approve the Resolution Awarding the Sale of \$2,010,000 General Obligation Qualified School Construction Promissory Notes (tax credit).

At 8:10 p.m., on motion by Lee Braunel, seconded by Tim Newberg, and carried, the meeting adjourned.

Respectfully submitted,
Rebecca McLafferty, Secretary

Michael A. Herrity
Board President

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

A special meeting of the Board of Education was called to order by Vice-President Judy Carey at 12:00 noon. Members present were Ms. Chrystal Myer, 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.

Absent: Michael Herrity

On motion brought from committee, the Board unanimously (6-0) approved the Love and Logic: Beyond the Basics; Introduction to Differentiation; Applying Differentiation; and Differentiation III academy classes and a medical terminology course.

Director of Elementary and Secondary Education Marcia Flaherty presented a historical perspective of teacher compensation in the Manitowoc Public School District from 1998 to present. The 1998-1999 salary schedule consisted of 2 steps and 2 lanes, bachelors or masters degrees. 22.3% of 1998-1999 teachers possessed master's degrees. Effectiveness of the teacher incentive plan was measured by teacher retention, characteristics of effective professional development, professional learning community research, and surveys. Salary schedule was restructured to 11 steps and 8 levels. Teacher salary schedules were discussed, highlighting salary/step progressions and efforts to keep the district competitive. Also discussed was level movement and compensation standards, national board certification compensation, professional development certificates, the MPSD academy, authentic intellectual work portfolios (standards based professional portfolios), and actual costing. Discussion involved \$191,000 paid for annual level movement and national board certifications, and the resultant student academic progress throughout the district.

At 12:40 p.m., on motion by Lee Braunel, seconded by Bob Jome, and carried, the meeting adjourned.

Respectfully submitted,
Rebecca McLafferty, Secretary

Michael A. Herrity
Board President

MINUTES OF BOARD MEETING
Manitowoc Board of Education
December 8, 2009

A regular meeting of the Board of Education was called to order by President Michael Herrity at 5:04 p.m. Members present were Ms. Chrystal Myer, Mr. Jim Protsman, Ms. Judy Carey, Mr. Bob Jome, Mr. Tim Newberg, and Mr. Michael Herrity. Also present were Superintendent Mark Swanson and Board secretary Rebecca McLafferty.
Absent: Mr. Lee Braunel

A motion was made by Judy Carey, seconded by Jim Protsman, and unanimously carried by roll call vote (6-0) to convene in closed session for the purpose 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. (Manitowoc Public Employees Local #731 – Custodial Unit, Grievance hearing).

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

A motion was made by Bob Jome, seconded by Tim Newberg, and carried to approve the minutes of the November 10, 2009, regular meeting and the November 24, 2009, special meeting.

Music Department Chair David Bowman's curriculum report scheduled for this meeting was postponed due to inclement weather.

Pete Holm of 2640 S. 14th Street, Manitowoc, spoke to the Board on behalf of Jo-Nell Rubick who had planned to attend the meeting but could not due to illness. She had intended to thank the Board for all they did in the naming and planning for the Ron Rubick Municipal Athletic Field. Pete also informed the Board that tentative plans are underway for creation and maintenance of a memorial, along with possible plans to move the field's entrance to the southwest corner to alleviate congestion and facilitate the memorial. Draft concepts will go to the Buildings and Grounds Committee for approval before being brought to the Board.

In Chairperson Lee Braunel's absence, Judy Carey reported on the November 24, 2009, Buildings and Grounds Committee meeting. The meeting's discussion involved a construction delivery system for the Franklin Elementary School addition/renovations and Wilson Jr. High School's office relocation. On motion brought forward from committee, the Board unanimously agreed (6-0) to approve the construction delivery system process.

The payment of vouchers was presented by Director of Business Services Ken Mischler. A motion was made by Judy Carey, seconded by Jim Protsman, and unanimously carried, to approve voucher #023 totaling \$2,892,037.46, and voucher #025 totaling \$3,490,969.09, for a total of \$6,383,006.55. Also presented was the financial statement for the month ending November 30, 2009.

Director of Human Resources Andrea Holschbach presented the Personnel Report consisting of the hire of support staff, level movement for five teachers on the teacher salary schedule, and extracurricular contracts. Motion was made by Jim Protsman, seconded by Bob Jome, and carried to approve the Personnel Report as presented.

Motion was made by Bob Jome, seconded by Chrystal Myer, and carried to accept with gratitude a \$5,000 donation from the Franklin Elementary School PTA, to be used for the purchase of a rubber surface underneath the playground equipment.

The Athletic Director's report on the fall sports season and the REACH Literacy Update were postponed until January, 2010, due to inclement weather.

Superintendent Swanson's activity report included completion of 13 teeing up sessions; encouraged Board members to attend any of the district's numerous Christmas programs; due to a huge surplus in the State's Property Insurance Program Fund, the district will not have to pay our annual premium for a savings of over \$34,000; the District again received a Fresh Fruit and Vegetable grant for the food service program which amounts to \$18,917. Superintendent Swanson and/or Board President Michael Herrity will sign appropriate documentation to allow the district to receive some \$1.5 million in Race to the Top funds. If the documents are not "generic", a special Board meeting may be scheduled. An H1N1 clinic will be held next week at UW-Manitowoc; letters will be going home with all students. A Board meeting will be scheduled for December 21, at which time Director of Business Services Ken Mischler will present results of an actuarial study and the annual audit report.

Resolutions to be considered by the Wisconsin Association of School Boards were discussed. Bob Jome will be the District's official delegate to Wisconsin's State Education Convention in January, 2010.

Board President Mike Herrity made a referral to the Policy and Personnel Committee regarding looking into a policy that would better delineate evaluation policies for employees that have been subject to disciplinary action.

At 7:30 p.m., on motion by Jim Protsman, seconded by Judy Carey, and carried, the meeting adjourned from open session, to reconvene in closed session.

Respectfully submitted,
Rebecca McLafferty, Secretary

Michael A. Herrity
Board President

MINUTES OF BOARD MEETING
Manitowoc Board of Education
December 22, 2009

A special meeting of the Board of Education was called to order by President Michael Herrity at 12:00 noon. Members present were 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.

Absent: Ms. Chrystal Myer

Ms. Judy Carey arrived at 12:03 p.m.

Board President Michael Herrity expressed concerns over recently mailed tax bills, as expressed by distressed citizens. The confusion surrounds the school district's alleged 6% tax increase as listed on tax bills. Board President Herrity, accompanied by Director of Business Services Ken Mischler and Superintendent Mark Swanson explained that City of Manitowoc tax bills show a net school tax levy of 6.02%, while township tax bills show their respective school levy credit amounts. The 6.02% net school tax levy appears contrary to the school district's increased levy of 3.47%. The state-controlled school levy credit goes to the City of Manitowoc but is listed under school tax levy on the tax bills. Discussion ensued on how Tax Increment Financing (TIF) is used by municipalities as a mechanism for financing. Board members encouraged the Superintendent to contact the City to voice the Board's concern over the impact of the TIF increment listed on Board of Education tax on the tax bill.

Director of Business Services Ken Mischler presented the 2008-09 Financial Audit. School districts are required to have an annual independent audit conducted in accordance with government auditing standards. The audit report consisted of basic information, types of audits, audit purposes, management's role vs. auditor's role, what auditor's are looking for, explanation of types of findings, auditing changes, unqualified opinions, condensed statement of net assets, changes in net assets from operating results, review of internal control, and compliance with major program requirements. Discussion ensued regarding contract caps and the purpose of the independent auditors' report on communication with those charged with governance dated June 30, 2009,

Director Mischler presented the actuarial study report, Other Post Employment Benefits (OPEB) and Supplemental Pension Obligations, consisting of what the numbers mean, accrued benefits, accounting, first year, MPSD funded status of other post employment liability, annual OPEB cost and net OPEB obligation for the fiscal year ending June 30, 2009, annual supplemental pension cost and net obligation for the fiscal year ending June 30, 2009, other post employment benefits, financial reporting and understanding the impact and issues. Discussion included the overall age of the district's work force and revenue limits.

At 1:11 p.m., on motion by Lee Braunel, seconded by Tim Newberg, and carried, the meeting adjourned.

Respectfully submitted,
Rebecca McLafferty, Secretary

Michael A. Herrity
Board President

MINUTES OF BOARD MEETING
Manitowoc Board of Education
January 12, 2010

A regular meeting of the Board of Education was called to order by President Michael Herrity at 6:00 p.m. Members present were 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.
Absent: Ms. Judy Carey

A motion was made by Lee Braunel, seconded by Tim Newberg, 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 strategy with respect to successor collective bargaining contracts with the Manitowoc Education Association and the Manitowoc Educational Paraprofessionals bargaining unit, as authorized pursuant to Section 19.85(1)(e) of the Wisconsin Statutes.

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

A motion was made by Lee Braunel, seconded by Tim Newberg, and carried to approve the minutes of the December 8, 2009, regular meeting and the December 22, 2009, special meeting.

Correspondence was received from the City of Manitowoc regarding the recent adoption of an annexation ordinance for territory known as Woodland Drive #2 Annexation Area from the Town of Manitowoc Rapids to the City of Manitowoc.

Music Department Chair David Bowman spoke regarding the implementation of the Comprehensive Musicianship through Performance (CMP) teaching model. CMP focuses on skills, knowledge and affective experience of music, consistent with the district's focus on high quality intellectual work. Students performed "Of the Father's Love Begotten", demonstrating "800 years of music history in 2 ½ minutes".

Chairperson Jim Protsman introduced Director of Human Resources Andrea Holschbach, who reported on the December 15, 2009, Policy and Personnel Committee meeting. The following NEOLA policy updates were brought from committee for a first read: 1400 Job Descriptions (new policy for District), 2260.01 English Language Proficiency (deleted, moved to new number 2260.02), 2260.01 Section 504/ADA (new Policy), 2260.02 English Language Proficiency (renumbered), 2461 Suspension/Expulsion of Special Education Students (deleted, moved to new number 5605), 5605 Suspension/Expulsion of Special Education Students (renumbered), 7540.02 District Web Page (revised), 7540.06 Electronic Mail (new policy), and 8330 Student Records (revised).

In the absence of Committee chairperson Judy Carey, Lee Braunel reported on the December 22, 2009, meeting of the Finance and Budget Committee. A brief history of the Kupper/Ratsch fund was presented. Initial requests totaling \$78,838.10 were reduced by Superintendent Mark Swanson and Ken Mischler to \$28,597.77. On motion brought from committee, the Board voted unanimously (6-0) to approve the Kupper/Ratsch requests as presented, totaling \$28,597.77.

Chairperson Jim Protsman reported on the January 12, 2010, meeting regarding his proposed academy class, "Reading Performance and the Learning Posture". Mr. Protsman elaborated on the benefits of the course, noting that he would not be compensated for teaching the course. On motion brought from committee, the Board approved the course (5-1, Braunel opposed).

The payment of vouchers was presented by Director of Business Services Ken Mischler. A motion was made by Lee Braunel, seconded by Bob Jome, and unanimously carried (6-0), to approve voucher #028 totaling \$2,703,024.74, and voucher #031 totaling \$2,279,759.37, for a total of \$4,982,784.11. Also presented was the financial statement for the month ending December 31, 2009.

Director of Business Services Ken Mischler spoke briefly about preparation of the District's budget for 2010-2011 and referred to the booklet that Board members received, containing the proposed budget calendar, list of budget responsibilities, list of accounts, and budget request forms. Board President Michael Herrity suggested that the Board encourage public input regarding the budget during upcoming months.

It was moved by Chrystal Myer, seconded by Lee Braunel, and carried unanimously (6-0), to approve the availability of funds for scholarships and loans from the Manitowoc Board of Education Trust Fund in 2010.

On motion by Bob Jome, seconded by Chrystal Myer, it was unanimously carried that \$260,000 be authorized for initial or continuing student loans for 2010.

Director of Human Resources Andrea Holschbach presented the Personnel Report consisting of two resignations, hire of professional staff and support staff, and level movement for one teacher on the teacher salary schedule. Motion was made by Bob Jome, seconded by Tim Newberg, and carried to approve the Personnel Report as presented.

The Districtwide Assessment in Reading, the Scholastic Reading Inventory (SRI) and/or the Diagnostic Reading Assessment 2 (DRA) were administered to all students in grades 1-10 in October. Dawn LeLou-Matte spoke regarding how data is being used in the District to improve achievement of struggling readers. "Student Learning Goal and Responsive Education for all Children (REACH)" presentation topics included districtwide assessments, Diagnostic Reading Assessment 2, Scholastic Reading Inventory (SRI), how data is being used, REACH framework activities, additional resources and supports, and what this means for individual schools. Interest was expressed in holding an upcoming meeting at Jefferson School, where Board members could experience that focused environment.

Athletic Director John Johnson reported on a successful fall sports season, giving highlights from various sporting events and commending participants and coaches.

In Superintendent Swanson's activity report, he informed the Board that the district submitted a signed memorandum of understanding to participate in the Race to the Top program; and the District's GED02 program was nominated for the Chamber of Commerce's annual "Government to Government Cooperation Award". A plan is being implemented that will increase staff involvement in the budget process. All staff members will be invited to serve on cross-categorical teams to brainstorm ways to meet budget obligations. Resultant suggestions will be collated into a list and distributed to the School Board. Superintendent Swanson also commended Chartwells for revamping food service options at Lincoln High School, and indicated that subsequent feedback has been positive.

Board President Michael Herrity announced that an article is expected to be published in the Herald Times Reporter on January 13, 2010, regarding Tax Increment Financing (TIF).

On motion by Chrystal Myer, seconded by Tim Newberg, and carried, the Board unanimously (6-0) approved the inclusion of grade 9 music students in a grades 9-12 joint (band, orchestra, and chorus) spring trip every other year. It is expected that including 9th grade students will keep the cost for each student to a minimum and will allow for a full year of active fundraising between trips, which should increase the number of student participants.

On motion by Bob Jome, seconded by Jim Protsman, the Board unanimously voted (6-0) to ratify the Manitowoc Education Association (MEA) contract for 2009-2010. The agreement included a 1% per cell increase to the salary structure and language changes regarding the number of people out on personal leave per day, and extension of the early retirement date to June 30, 2011.

At 8:42 p.m., on motion by Jim Protsman, seconded by Chrystal Myer, and carried, the meeting adjourned.

Respectfully submitted,
Rebecca McLafferty, Secretary

Michael A. Herrity
Board President

MINUTES OF BOARD MEETING
Manitowoc Board of Education
February 9, 2010

A regular meeting of the Board of Education was called to order by Vice President Judy Carey at 6:00 p.m. Members present were Ms. Chrystal Myer, Mr. Jim Protsman, Ms. Judy Carey, Mr. Lee Braunel, and Mr. Tim Newberg. Also present were Superintendent Mark Swanson and Board secretary Rebecca McLafferty.

Absent: Mr. Michael Herrity, Mr. Robert Jome

A motion was made by Lee Braunel, seconded by Chrystal Myer, and unanimously carried by roll call vote (5-0) to convene in closed session for the purposes of considering the annual performance evaluation of the Superintendent of schools of the school district; considering the employment, promotion, compensation, and performance evaluations of administrative staff; considering the employment, promotion, compensation, and performance evaluations of non-represented staff; and considering the employment and performance evaluation data of specific employees over which the Board of education exercises jurisdiction and has responsibility, all 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.

A motion was made by Lee Braunel, seconded by Jim Protsman, and carried to approve the minutes of the January 12, 2010, regular meeting and the January 26, 2010, special meeting.

The curriculum report was cancelled due to the rescheduling of this Board meeting.

Chairperson Lee Braunel gave a detailed account of the February 2, 2010, Buildings and Grounds Committee meeting.

Jackson Elementary School:

- As a result of a 2008 Jackson Elementary School traffic issues committee investigation, the City of Manitowoc Safety, Traffic and Parking Commission approved drop-off/pickup signs, which were installed in December 2009. Off-street drop-off parking and pickup is being proposed in conjunction with a grant application to fund that project.
- The office will be relocated to a more centralized location, with foot traffic coming through the office for increased security.

Franklin Elementary School:

- Geothermal options will not be considered due to inhibitive estimates of \$429,000 above the cost of a new HVAC system.
- The present library will be moved to the present gym.
- Basement classrooms will be moved to the library.

Wilson Jr. High School:

- The office will be relocated off the east side of 11th street, near the entrance to the new gym, to better address security issues.

The payment of vouchers was presented by Director of Business Services Ken Mischler. A motion was made by Lee Braunel, seconded by Tim Newberg, and unanimously carried (5-0), to approve voucher #033 totaling \$3,401,103.78, and voucher #036 totaling \$3,164,921.03, for a total of \$6,566,024.81. Also presented was the financial statement for the month ending January 31, 2010.

Director of Business Services Ken Mischler presented second Friday enrollment numbers as of January 8, 2010. The number of students reported to the Department of Public Instruction on their PI-1563 Pupil Count Report totaled 5,527, a decrease of 60 students from September 2009.

Director of Human Resources Andrea Holschbach presented the Personnel Report consisting of two retirements, salary adjustment of professional staff member, hire of support staff, level movement for twelve teachers on the teacher salary schedule, request for leave of absence, and extra-curricular contracts. Motion was made by Jim Protsman, seconded by Lee Braunel, and carried to approve the Personnel Report as presented.

Jim Protsman moved to approve the list of administrators who will receive contracts for the 2010-2011 school year. The motion was seconded by Tim Newberg and unanimously (5-0) approved.

Board member Bob Jome will report on Wisconsin Association of School Boards resolutions at the March, 2010, Board meeting.

Superintendent Swanson's activity report: informed the Board that budget discussion teams are being developed, with discussions to take place on Wednesday, February 24, 2010, after which suggestions will be collated and presented to the Board; commended Washington Jr. High School guidance counselor Michael Morgen for his involvement as president of the Wisconsin School Counselor Association, as well as serving as president of the district's safety team; asked Board members to respond to the annual invitation to attend the KMUC legislative dinner to be held in Kiel on March 15; district retirees have been invited to join the Superintendent for a cup of coffee and "state of education discussion" on Friday, February 19, 2010, at 9 a.m.; Public Information Specialist Joan Graff was commended for her insight in relocating a 20-piece miniature folk art village, from the Works Progress Administration, to the Rahr West Art Museum for preservation; and the February 23, 2010, noon board meeting will be held at Jefferson Elementary School.

On motion brought from the Committee, the Board unanimously (5-0) approved the following new and revised policies: 1400 Job Descriptions (new policy for District), 2260.01 English Language Proficiency (deleted, moved to new number 2260.02), 2260.01 Section 504/ADA (new Policy), 2260.02 English Language Proficiency (renumbered), 2461 Suspension/Expulsion of Special Education Students (deleted, moved to new number 5605), 5605 Suspension/Expulsion of Special Education Students (renumbered), 7540.02 District Web Page (revised), 7540.06 Electronic Mail (new policy), and 8330 Student Records (revised).

Superintendent Swanson reviewed his Student Achievement Guarantee in Education (SAGE) memo to the Board, and Director of Elementary and Secondary Education, Marcia Flaherty's SAGE update. In order for the District to continue in the SAGE program, an additional elementary school must be added for 2010-2011. The Superintendent recommended that Franklin Elementary School be added to SAGE for 2010-2011. Allowing class sizes of 15-16 students per teacher at Franklin, still within allowable SAGE limits, will gain the District approximately \$47,000 according to current free/reduced data. Considerable discussion ensued regarding the pros and cons of SAGE, the future of SAGE, and the impact of SAGE economics on the District. Motion was made by Jim Protsman, seconded by Lee Braunel and unanimously carried for Franklin Elementary School to become a SAGE school for the 2010-2011 school year, with emphasis on keeping the teacher to pupil ratio at approximately 15-16:1 to maximize school profit and remain within SAGE guidelines.

On motion by Jim Protsman, seconded by Lee Braunel and unanimously carried (5-0), the Board agreed to a 1% salary increase for administrators for the 2009-2010 school year. This amounts to a total package increase of 1.9%. Superintendent Swanson will use the merit pay system to allocate the 1%.

On motion by Jim Protsman, seconded by Lee Braunel and unanimously carried (5-0), the Board agreed to a 1% across the board salary increase for non-represented employees for the 2009-2010 school year.

At 8:12 p.m., on motion by Chrystal Myer, seconded by Tim Newberg, and carried, the meeting adjourned.

Respectfully submitted,
Rebecca McLafferty, Secretary

Michael A. Herrity
Board President

MINUTES OF BOARD MEETING
Manitowoc Board of Education
February 23, 2010

A special meeting of the Board of Education was called to order at Jefferson Elementary School by President Michael Herrity at 12:00 noon. Members present were Ms. Chrystal Myer, Mr. Jim Protsman, Ms. Judy Carey, Mr. Lee Braunel, Mr. Bob Jome, Mr. Tim Newberg, and Mr. Michael Herrity. Also present was Superintendent Mark Swanson.

Board members toured Jefferson Elementary School and ate in the Jefferson cafeteria.

The meeting adjourned at 1:00 p.m.

Respectfully submitted,
Rebecca McLafferty, Secretary

Michael A. Herrity
Board President

MINUTES OF BOARD MEETING
Manitowoc Board of Education
March 9, 2010

A regular meeting of the Board of Education was called to order by President Michael Herrity at 6:00 p.m. Members present were Mr. Jim Protsman, 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.
Absent: Ms. Chrystal Myer

A motion was made by Lee Braunel, seconded by Jim Protsman, and unanimously carried by roll call vote (5-0) to convene in closed session for the purposes 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; discussing and identifying School District collective bargaining strategy with respect to successor collective bargaining contracts with the Manitowoc Educational Paraprofessionals Bargaining Unit, as authorized pursuant to Section 19.85(1)(e) of the Wisconsin Statutes; and considering the employment and performance evaluation data of specific employees over which the Board of Education exercises jurisdiction and has responsibility, 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.

A motion was made by Lee Braunel, seconded by Tim Newberg, and carried to approve the minutes of the February 9, 2010, regular meeting and the February 23, 2010, special meeting.

Lincoln High School Principal Keith Shaw commended District administration and School Board support of the District's IB Program. Coordinator Michelle Jacobson introduced IB senior diploma students who presented results of their respective year-long extended essays (4,000 words) that were started in their junior years and completed in December. Student essay topics included Emily Smoter – visual arts and science; Ryan O'Laughlin – history/Beatles and religion; Erin Millen – English/folklore; and Michael Stubbe – theatre/cultural differences.

Chairperson Jim Protsman reported on the February 25, 2010, curriculum committee meeting wherein motion was made and carried to bring the following Academy Courses to the board for approval: Successful Solutions for Working with Difficult Students; Creating Universal Access for Learning Using Intellitools Classroom Suite; Using Scan and Read Software (Kurzweil) and Instructional Strategies to Support Struggling Readers and Writers; and The Global Achievement Gap. The academy courses were unanimously approved (5-0) by the Board. Also discussed for informational purposes were: the possibility of a year-long study of the sixth grade music program, and elementary keyboarding. Superintendent Swanson explained the concept behind the proposed enhanced study hall where band/orchestra students would not miss curricular instruction during the two weekly 35-minute sessions.

Director of Human Resources Andrea Holschbach reported on the March 2, 2010, policy/personnel committee meeting. The following policies were brought forward for first reads:

- 2260 Nondiscrimination and Access to Equal Educational Opportunity - Revision
- 2510 Adoption of Textbooks – Revision
- 2521 Selection of Instructional Materials and Equipment – Revision
- 3122/4122 Nondiscrimination and Equal Employment Opportunity – Revision

- 3362/4362 Employee Anti-Harassment – Revision
- 3430/4430 Leaves of Absence – Revision
- 3430.01/4430.01 Family and Medical Leave of Absence (FMLA) – New Policy
- 5500 Student Code of Classroom Conduct – Revision
- 5516 Student Hazing – New Policy
- 5517 Student Anti-Harassment – Revision
- 5730 Equal Access for Non-District Sponsored Student Clubs and Activities – Revision
- 5751 Parental-Married Status of Students – Revision
- 7230 Gifts, Grants and Bequests – Revision
- 9130 Public Requests, Suggestions or Complaints – Revision
- 9700 Relations with Special Interest Groups – Revision
- New procedure for disciplined employees to be evaluated on a more frequent basis.

Chairperson Judy Carey reported on the March 5, 2010, finance and budget committee meeting. The revenue limit is projected to increase 2.16% for 2010-2011. Cuts of \$1,708,000 are projected, with \$700,000 in stimulus money being used to offset this year's deficit. An estimated \$400,000 decrease in equalization aid would result in a 7.4% net tax levy rate increase. The estimated health insurance increase for 2010-2011 is 8%. The District is projecting to use approximately \$94,000 in fund balance in 2010-2011 as part of the Franklin construction project.

The payment of vouchers was presented by Director of Business Services Ken Mischler. A motion was made by Lee Braunel, seconded by Tim Newberg, and unanimously carried (5-0), to approve voucher #038 totaling \$2,758,987.65, and voucher #041 totaling \$2,305,136.94, for a total of \$5,064,124.59. Also presented was the financial statement for the month ending February 28, 2010.

Director of Human Resources Andrea Holschbach presented the Personnel Report consisting of two resignations and two retirements, hire of support staff, level movement for ten teachers on the teacher salary schedule, and extra-curricular contracts. Motion was made by Bob Jome, seconded by Jim Protsman, and carried to approve the Personnel Report as presented.

It was moved by Lee Braunel, seconded by Judy Carey, and carried unanimously (5-0) to approve the list of teachers who will be receiving contracts for the 2010-2011 school year.

School Forest Coordinator Patty Maher acknowledged acceptance of a bid from Economy Forest Management and Logging in the amount of \$4,353.50 for cutting timber, to be completed by March 15, 2012. She also reported that work is starting on the new boardwalk through the swamp, extending from the existing swamp dock out to the pond (approximately 2,000 feet). The boardwalk will be built by volunteers and materials will be purchased with grant and donated funds. She acknowledged the role of the School Forest Advisory Committee and assistance garnered from Manitowoc County Forester Sue Crowley. Motion was made by Lee Braunel, seconded by Jim Protsman, and unanimously carried (5-0) to approve the use of the proceeds from the timber sale toward the construction of the School Forest boardwalk. Motion was made by Judy Carey, seconded by Lee Braunel, and unanimously approved (5-0) to authorize the fundraising project for the School Forest boardwalk project.

As a representative of the 2010 Wisconsin Association of School Boards Delegate Assembly that met on Wednesday, January 20, 2010, in Milwaukee, Bob Jome reported on the resolutions that were presented.

Superintendent Swanson's activity report informed the Board that: State Superintendent of Schools Tony Evers will visit Lincoln High School on Thursday, March 11, 2010, regarding the District's world language program, having the third highest level of national board certified teachers in the state, and Superintendent Evers' interest in the Lincoln tower. District administrators hope to utilize this opportunity to familiarize Superintendent Evers with the District's IB program. Wisconsin did not make the list of finalists for Race to the Top money, and the state is expected to reapply in June; and a Legislative meeting has been scheduled with area legislators for Friday, March 26, 2010.

On motion by Bob Jome, seconded by Tim Newberg, and carried, a proposed trip for Lincoln's Alternative Program (LAP)/Get Waxed Candle Club, to Washington D.C. on April 20-23, 2010, was approved.

At 8:28 p.m., President Michael Herrity adjourned the meeting, to reconvene in closed session.

Respectfully submitted,
Rebecca McLafferty, Secretary

Michael A. Herrity
Board President

MINUTES OF BOARD MEETING
Manitowoc Board of Education
March 23, 2010

A special meeting of the Board of Education was called to order by President Michael Herrity at 12:02 p.m. on March 23, 2010. The following Board members were present: Ms. Chrystal Myer, Mr. Jim Protsman, Ms. Judy Carey, Mr. Lee Braunel, Mr. Bob Jome, and Mr. Michael Herrity. Also present were Superintendent Mark Swanson and Board secretary Rebecca McLafferty.
Absent: Mr. Tim Newberg

Superintendent Swanson announced that Title I allocation for 2010-2011 will be \$95,000 less than expected, resulting in an increase in the District's financial deficiency to about \$1.8 million for 2010-2011.

The following proposed budget reduction recommendations for 2010-2011 were brought to the Board for discussion: Custodial/Maintenance - \$200,000; Supplies/Materials - \$200,000; Public Information Office - \$81,000; Student Fees - \$100,000; Staff Development/Travel - \$50,000; Student Travel (Field Trips) - \$20,000; Elementary Athletics - \$9,000; Energy Efficiency - \$15,000; Student Transportation Efficiency - \$20,000; and Athletic Admission - \$10,000. Proposed 2010-2011 budget reductions recommendations total \$705,000.

Considerable discussion ensued regarding proposed reductions, as follows. Superintendent Swanson indicated that custodial/maintenance savings of \$200,000 would occur from not filling three positions vacated due to retirements, with duties being restructured and realigned as necessary. Budgeted supplies and materials to be reduced 10% from the 2010-2011 budget are projected to save \$200,000. The Public Information Specialist has announced her intent to retire, resulting in elimination of the public information office, with prioritized duties to be distributed throughout the central office, for a savings of \$81,000. Considerable discussion transpired on student fees, with Board members reviewing comparative fees from other School Districts and disagreeing on whether to charge (basic or athletic) fees. Staff development and travel is projected to be reduced for a savings of \$50,000, and student travel (field trips) is projected to be reduced for a savings of \$20,000. It was proposed that after-school elementary athletics be eliminated for basketball, wrestling and volleyball programs, for a projected savings of \$9,000. It was noted that these activities are available through other local venues, however the item was not agreed upon. Closely monitored energy reductions are expected to total \$15,000 next year. Improved technological efficiency in student transportation is expected to save \$20,000. Charging parents of all athletic participants for entry to athletic contests would garner the District \$10,000, if implemented. It was reiterated that these items were brought to the board only for discussion and consideration purposes.

It was the consensus of the Board that another Budget and Finance Committee meeting will be held prior to the April 13 Board meeting.

On motion by Lee Braunel, seconded by Chrystal Myer, 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
April 13, 2010

A regular meeting of the Board of Education was called to order by President Michael Herrity at 6:02 p.m. Members present were Ms. Chrystal Myer, Mr. Jim Protsman, 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.

A motion was made by Lee Braunel, seconded by Tim Newberg, and unanimously carried by roll call vote to convene in closed session for the purpose of discussing and identifying School District collective bargaining strategy with respect to successor collective bargaining contracts with the Manitowoc Educational Paraprofessionals bargaining unit, as authorized pursuant to Section 19.85(1)(e) of the Wisconsin Statutes.

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

A motion was made by Lee Braunel, seconded by Judy Carey, and carried to approve the minutes of the March 9, 2010, regular meeting and the March 23 and March 24, 2010, special meetings.

In conjunction with the annual "Week of the Young Child," from April 11-17, Principals Cathi Burish and Debby Shimanek provided a brief overview of MPSD's 4-year-old kindergarten program, highlighting Second Step, a program that enhances the social emotional development of young children. Directors of 4K sites were introduced, along with children representing each site. Early Childhood teacher Lori Brandt demonstrated with interactive lesson cards, modeling Second Step's universal initiative by helping students identify emotions to strengthen social skills.

Chairperson Judy Carey detailed the March 11, 2010, finance and budget committee meeting. It was reported that Director of Business Services Ken Mischler spoke regarding the Fund 80 Program. Chairperson Carey reiterated some of the 131 recommendations to cut costs or increase revenues which resulted from the district budget discussion teams. Establishment of a Community Program and Service Fund would save about \$300,000; anticipated revenue from student fees could bring in \$100,000, and department supply budget cuts could save another \$200,000.

Chairperson Lee Braunel reported on the April 12, 2010, buildings and grounds committee meeting. An update on Qualified School Construction Bond (QSCB) projects included pending state approval for Franklin Elementary School's new addition, scheduled to begin as early as Monday, April 19, 2010; plans for Wilson and Jackson office relocations being prepared by Bray Architects are scheduled to begin in June 2010; and energy efficiency projects will begin soon and will continue from summer 2010 through summer 2011.

The payment of vouchers was presented by Director of Business Services Ken Mischler. A motion was made by Lee Braunel, seconded by Bob Jome, and unanimously carried, to approve voucher #043 totaling \$3,623,214.12, and voucher #047 totaling \$3,498,795.59, for a total of \$7,122,009.71. Also presented was the financial statement for the month ending March 31, 2010.

Director of Human Resources Andrea Holschbach presented the Personnel Report consisting of six retirements and four resignations, hire of professional staff, level movement for six teachers

on the teacher salary schedule, and extra-curricular contracts. Motion was made by Judy Carey, seconded by Lee Braunel, and carried to approve the Personnel Report as presented.

On motion by Judy Carey, seconded by Tim Newberg, elementary staffing recommendations for 2010-2011 were approved as follows: Franklin +2, Jackson -1, Jefferson -2, Madison -1, Monroe -1, Stangel -1, and Riverview -3, for a total of -7. On motion by Judy Carey, seconded by Jim Protsman, secondary staffing recommendations for 2010-2011 were approved as follows: Business Ed -1, Family and Consumer Science -.3, Tech Ed 0, Foreign Language -.4, Music -1, Art -.6, English -1.2, Math -.4, Science -.6, Social Studies -.9 and PE and Health -.3, for a total of -6.7, for an overall reduction in staffing of -13.7.

It was moved by Judy Carey, seconded by Lee Braunel, and carried (6-1, Jome dissenting) to approve issuing preliminary notices of layoff to fourteen (14) teachers.

The Certification of the Board of Canvassers prepared by Director of Business Services Ken Mischler, certifying the number of votes cast in the April 6, 2010, Board of Education election, was referenced. Board member Bob Jome was recognized for his service to the District.

The Board agreed to hold its 2010 organizational meeting at 12:00 noon on Wednesday, April 28, 2010.

Superintendent Swanson's activity report informed Board members that Congressman Thomas Petri visited Lincoln High School last week to award Lincoln High School student Brandon Vance an appointment to the United States Air Force Academy; a vast amount of WKCE data has been received and is being reviewed prior to dissemination to the Board at the May meeting; and summer school registrations have been very busy.

Board President Michael Herrity recognized departing Board member Bob Jome for his contribution to the School District over the past three years.

On motion (brought from committee) for their second read, the Board unanimously approved the following new or revised policies:

- 2260 Nondiscrimination and Access to Equal Educational Opportunity - Revision
- 2510 Adoption of Textbooks – Revision
- 2521 Selection of Instructional Materials and Equipment – Revision
- 3122/4122 Nondiscrimination and Equal Employment Opportunity – Revision
- 3362/4362 Employee Anti-Harassment – Revision
- 3430/4430 Leaves of Absence – Revision
- 3430.01/4430.01 Family and Medical Leave of Absence (FMLA) – New Policy
- 5500 Student Code of Classroom Conduct – Revision
- 5516 Student Hazing – New Policy
- 5517 Student Anti-Harassment – Revision
- 5730 Equal Access for Non-District Sponsored Student Clubs and Activities – Revision
- 5751 Parental-Married Status of Students – Revision
- 7230 Gifts, Grants and Bequests – Revision
- 9130 Public Requests, Suggestions or Complaints – Revision
- 9700 Relations with Special Interest Groups – Revision
- New procedure for disciplined employees to be evaluated on a more frequent basis.

Finance and Budget Committee Chairperson Judy Carey reported on the April 5, 2010, finance and budget committee meeting, wherein staff decreases totaling 12.7 FTEs were brought forward, totaling \$984,250.

The following proposed budget cuts totaling \$705,000 are brought forward to the Board of Education:

\$200,000	Not filling open custodial/maintenance positions and reducing temporary summer employment;
\$200,000	10% across the board reduction of supplies, materials and equipment
\$ 81,000	Not filling public information officer position, vacant due to retirement
\$100,000	A general student fee at all grade levels, and co-curricular participation fees
\$ 50,000	Prioritize staff development/travel based on correlation to district goals or program necessity. Fund remaining staff development/travel primarily through state/federal grants.
\$ 20,000	Prioritize student travel (field trips)
\$ 9,000	Discontinue elementary athletics (basketball, wrestling and volleyball)
\$ 15,000	Continue energy efficiency efforts
\$ 20,000	Increase energy efficiency efforts
\$ 10,000	Discontinue free passes to athletic events for parents of participants

After considerable discussion, wherein numerous Board members expressed displeasure at making budget cuts, the proposed budget cuts totaling \$705,000 were approved as presented (6-1, Myer dissenting).

At 8:32 p.m., on motion by Lee Braunel, seconded by Tim Newberg, and carried, the meeting adjourned.

Respectfully submitted,
Rebecca McLafferty, Secretary

Michael A. Herrity
Board President

MINUTES OF BOARD MEETING
Manitowoc Board of Education
April 28, 2010

A special meeting of the Board of Education was called to order by Superintendent Mark Swanson at 12:00 noon on Wednesday, April 28, 2010. The following Board members were present: Ms. Chrystal Myer, Mr. Jim Protsman, Ms. Judy Carey, Mr. Lee Braunel, Mr. J.J. Ploederl, Tim Newberg, and Mr. Michael Herrity. Also present were Superintendent Mark Swanson and Board secretary Rebecca McLafferty.

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

Jim Protsman nominated Chrystal Myer for the office of President. Michael Herrity nominated Judy Carey for the office of President. There being no further nominations, nominations were closed. Ballots were distributed and the subsequent vote resulted in Chrystal Myer being nominated for President. Chrystal Myer received 4 votes, Judy Carey received 3 votes.

Judy Carey nominated Michael Herrity as Vice-President/Clerk. Tim Newberg nominated Jim Protsman as Vice-President/Clerk; Jim Protsman declined nomination. There being no further nominations, nominations were closed. Ballots were distributed and the subsequent vote resulted in Michael Herrity being nominated as Vice-President/Clerk. Michael Herrity received 6 votes, Jim Protsman received 1 vote.

Judy Carey nominated Lee Braunel as Treasurer. There being no further nominations, nominations were closed. Ballots were distributed and the subsequent vote resulted in Lee Braunel being unanimously nominated as Treasurer.

Board President Myer made the following committee assignments for 2010-2011: Buildings and Grounds Committee – Chair Lee Braunel, Judy Carey, Tim Newberg; Curriculum Committee – Chair Jim Protsman, Tim Newberg, Michael Herrity; Finance and Budget Committee – Chair Judy Carey, Lee Braunel, J.J. Ploederl; Personnel & Policy Committee – Chair Michael Herrity, Jim Protsman, J.J. Ploederl; District Collaboration Committee member – Lee Braunel; City Recreation Board – representative John Johnson. Appointments made to Curricular Advisory Committees were: Drug Free Schools (AODA)/Human Growth & Development – J.J. Ploederl; School Forest – Lee Braunel; Gifted & Talented – Jim Protsman; and Business Education Partnership Council – Lee Braunel.

Michael Herrity was appointed as the District's representative to the Cooperative Educational Service Agency annual convention to be held on May 12, 2010, at 6:30 p.m. at the CESA 7 office.

On motion by Michael Herrity, seconded by Tim Newberg, the meeting adjourned at 12:25 p.m.

Respectfully submitted,
Rebecca McLafferty, Secretary

Chrystal Myer
Board President

MINUTES OF BOARD MEETING
Manitowoc Board of Education
May 11, 2010

A regular meeting of the Board of Education was called to order by President Chrystal Myer at 7:00 p.m. Members present were Mr. Michael Herrity, Mr. Jim Protsman, Ms. Judy Carey, Mr. Lee Braunel, Mr. J.J. Ploederl, Mr. Tim Newberg and Ms. Chrystal Myer. Also present were Superintendent Mark Swanson and Board secretary Rebecca McLafferty.

The meeting began with the pledge of allegiance and roll call by the Board secretary.

A motion was made by Michael Herrity, seconded by Jim Protsman, and carried to approve the minutes of the April 13, 2010, regular meeting and the April 28 and May 4, 2010, special meetings.

Chairperson Michael Herrity reported on the May 3, 2010, meeting of the Policy/Personnel Committee which was held to discuss special education staffing. The administration is proposing to restructure by adding two new teaching positions and eliminating four aide positions. The additional two teachers will help with achievement gaps and would decrease the necessity for aides by lowering case loads. Motion was brought forward from committee to restructure the special education area by adding two special education teachers and laying off four special education aides. Motion passed 6-1 (Ploederl dissenting).

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. Fourteen 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 Heavy Metal Fabricators and Manitowoc Tool and Machining, LLC, respectively.

The payment of vouchers was presented by Director of Business Services Ken Mischler. A motion was made by Lee Braunel, seconded by Jim Protsman, and unanimously carried, to approve voucher #049 totaling \$5,725,177.86, and voucher #052 totaling \$2,703,362.01, for a total of \$8,428,539.87. Also presented was the financial statement for the month ending April 30, 2010. Inquiry response clarified that the district's use of \$6 million from the District's fund balance precludes the district having to borrow that funding elsewhere.

Director of Human Resources Andrea Holschbach presented the Personnel Report consisting of two retirements and two resignations, hire of professional staff, level movement for two teachers on the teacher salary schedule, two requests for leaves of absence, and extra-curricular contracts. Motion was made by Jim Protsman, seconded by Michael Herrity, and carried to approve the Personnel Report as presented.

A motion was made by Michael Herrity, seconded by Tim Newberg, and carried unanimously to approve final notices of layoff for seven teachers as follows: two partial layoffs from 100% to 90%, one partial layoff from 100% to 60%, one full layoff from 20% to 0% and one full layoff from 52% to 0%, and two full layoffs from 100% to 0%.

A motion to approve the list of Lincoln High School seniors who will receive scholarship awards at the May 26, 2010, award ceremony at Lincoln High School, was made by Lee Braunel, seconded by J.J. Ploederl, and carried.

Motion was made by Jim Protsman, seconded by J.J. Ploederl, and carried to accept a donation of four benches, valued at \$1,870, from the Monroe PTA.

After clarification of bids by Andrea Holschbach, a motion was made by J.J. Ploederl, seconded by Jim Protsman, and carried to approve the bid of \$67 per hour from Holy Family Memorial for providing physical therapy services to the District in 2010-2011.

Director of Elementary and Secondary Education Marcia Flaherty discussed results of the Wisconsin Knowledge and Concepts Examination (WKCE) 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. Flaherty gave a power point presentation entitled, "MPSD WKCE Data: Closing Achievement Gaps" and emphasized the significance of subgroups contributing to achievement results. She reported that student performance showed slight gains, stressing that the District is giving more attention to gaps in achievement between various groups and meeting the needs of struggling learners. Gap reduction is shown in negative numbers from 2008-09 to 2009-10 in reading as follows: Asian -6.4, Hispanic +3.8, Economically Disadvantaged -3.7, English Proficient -11.0, and Students with Disabilities -5.7. Gap reduction is shown in negative numbers from 2008-09 to 2009-10 in math as follows: Asian -6.6, Hispanic -1.2, Economically Disadvantaged -2.2, English Proficient -5.6, and Students with Disabilities -.6. Annual Yearly Progress (AYP) results for 2009-2010 will be released by the Department of Public Instruction on May 21, 2010.

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

- A new SAGE law expected to be passed soon will provide flexibility for 18:1 staffing (replacing 15:1 staffing), but provides no waivers, currently critical to our District. Director Flaherty is communicating with the DPI, who will ensure that the District will be legal under the new law.
- A revised application will be submitted for phase two of Madison's Race to the Top grant.
- The Franklin Elementary School project is underway, with walls of the new gym going up. Director of Buildings and Grounds Jeff Schulz reported that he is pleased with the project and our current schedule. A present goal is to have the gym enclosed by the last day of school for storage of equipment.
- New artwork in the board room was purchased from students who will be recognized at the annual art reception on Wednesday, May 12, 2010, at 4:00 p.m.
- Reminder that the Quarter Century Club recognition dinner will be held on Wednesday, May 19, 2010, at the Holiday Inn.
- A Curriculum Committee meeting will be held on Friday, May 14, 2010, at Lincoln High School, for a tour of the District's career and technical education programs; and
- Asked for School Board volunteers to hand out scholarships at Lincoln High School's Scholarship Night on Wednesday, May 26, 2010.

On motion by Jim Protsman, seconded by Tim Newberg, and carried, Michael Herrity was appointed as the Board's representative and Lee Braunel as the alternate to the 2011 Delegate Assembly at the Wisconsin Association of School Boards Convention held in January 2011.

A motion to approve Wednesday, May 18, 2011, as the date for the 2011 Quarter Century Club and Retiree Recognition Dinner was made by Michael Herrity, seconded by Lee Braunel, and carried.

On motion by Judy Carey, seconded by Lee Braunel, and carried, a proposed school trip to Orlando, Florida, for Lincoln's music program students from April 13-19, 2011, was approved.

On motion by Judy Carey, seconded by Lee Braunel, the Board voted to ratify the Manitowoc Educational Paraprofessionals (MEP) contract for 2009-2011. The agreement contains a 1% salary increase in year one and another 1% increase in year two of the agreement. Vote 6-0, Ploederl recused.

At 8:31 p.m., on motion by Michael Herrity, seconded by Jim Protsman, and carried, the meeting adjourned.

Respectfully submitted,
Rebecca McLafferty, Secretary

Chrystal Myer
Board President

MINUTES OF BOARD MEETING
Manitowoc Board of Education
May 25, 2010

A special meeting of the Board of Education was called to order by President Chrystal Myer at 12:00 noon on May 25, 2010. The following Board members were present: Mr. Michael Herrity, Mr. Jim Protsman, Mr. Lee Braunel, Mr. J.J. Ploederl, and Ms. Chrystal Myer. Also present were Superintendent Mark Swanson and Board secretary Rebecca McLafferty. Absent: Ms. Judy Carey, Mr. Tim Newberg.

Director of Pupil Services Dawn LeLou-Matte described the Responsive Education for All Children (REACH) Grant program, which was initially introduced to improve reading gaps, with a vision to help Wisconsin schools establish systematic improvements for struggling learners. Her presentation responded to the 2009-2010 Board of Education goal, objective #1:

The MPSD will focus on improving reading instruction, strategies, and interventions for students. 25% of students reading below grade level will improve their reading achievement by at least 150 lexile levels as measured by the Scholastic Reading Inventory (SRI) or by at least 10 levels as measured by the DRA2 from spring 2009 to spring 2010. For students reading at or above grade level, students will make a minimum of one year's growth.

Elementary school principals Debby Shimanek, Joanne Metzen, Cathi Burish, Steve Kleinfeldt, Keith Wakeman, Bill Bertsche, and Michael Dunlap reported enthusiastic support for the program, as well as successful results. Director LeLou-Matte expressed appreciation for staff collaboration efforts and test results, indicating that 36% of students made gains of 10 or more levels and 34% of students improved their reading achievement by 150 or more points. Considerable discussion stressed the importance of family involvement and enabling knowledge retention in post-high school years.

After a brief discussion, on motion by Michael Herrity, seconded by Jim Protsman, motion was unanimous (5-0) to deny an open enrollment appeal.

At 1:02 p.m., on motion by Michael Herrity, seconded by Jim Protsman, and carried, the meeting adjourned.

Respectfully submitted,
Rebecca McLafferty, Secretary

Chrystal Myer
Board President

MINUTES OF BOARD MEETING
Manitowoc Board of Education
June 8, 2010

A regular meeting of the Board of Education was called to order by President Chrystal Myer at 6:00 p.m. Members present were Mr. Michael Herrity, Mr. Jim Protsman, Ms. Judy Carey, Mr. Lee Braunel, Mr. J.J. Ploederl, Mr. Tim Newberg and Ms. Chrystal Myer. Also present were Superintendent Mark Swanson and Board secretary Rebecca McLafferty.

A motion was made by Michael Herrity, seconded by Tim Newberg, and unanimously carried by roll call vote to convene in closed session for the purposes of discussing and identifying School District collective bargaining contracts with the Manitowoc Education Association bargaining unit, as authorized pursuant to Section 19.85(1)(e) of the Wisconsin Statutes; and consideration of 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 7:00 p.m. and began with the pledge of allegiance and roll call by the Board secretary.

A motion was made by Michael Herrity, seconded by Lee Braunel, and carried to approve the minutes of the May 11, 2010, regular meeting and the May 25, 2010, special meeting. Inquiry was made regarding the status of the Student Achievement Guarantee in Education (SAGE) program. Superintendent Swanson responded that the new law allows for increased flexibility with a student/teacher ratio of 18:1 instead of 15:1, however, all waivers become void. SAGE will expand to Franklin and Jefferson. The SAGE students to be counted at Riverview will be students from the Franklin and Jefferson attendance areas.

Superintendent Swanson commended former reading teacher Linda Helf, principal Debby Shimanek, and teachers Lori Brandt and Marianne Smith, for working with UW-Green Bay's Institute for Learning Partnership to obtain a grant intended to focus on science in classrooms.

Washington Jr. High School Assistant Principal Barb Hooper gave a short slide show and introduced students Marissa Martell, Autumn Linsmeier, Jeffrey Erdmann, Carly Seefeldt, and Carrie O'Connor, who shared experiences from their spring 2010 trip to Washington D.C.

Jo-Nell Rubick of 375 N. Sunset Beach Drive, Manistique, Michigan, expressed her gratitude for the collaborative effort to rename the municipal field after her deceased husband, Ron Rubick.

Curriculum Committee Chairperson Jim Protsman reported on the May 14, 2010, meeting at Lincoln High School. High School teachers provided overviews of courses offered through the Department of Career and Technology Education. Board members were updated by Rick Conrad and Kari Krull on career and technology education in the District, including youth apprenticeship, work experience class numbers, advisory councils, STEM equity pipeline (Science, Technology, Engineering and Math), and middle skills career development.

The payment of vouchers was presented by Director of Business Services Ken Mischler. A motion was made by Lee Braunel, seconded by Tim Newberg, and unanimously carried, to approve voucher #054 totaling \$3,399,689.70, and voucher #057 totaling \$2,929,318.80, for a

total of \$6,329,008.50. Also presented was the financial report for the month ending May 31, 2010.

Director of Human Resources Andrea Holschbach presented the Personnel Report consisting of hire of professional staff, level movement for seven teachers on the teacher salary schedule, and extra-curricular contracts. Motion was made by Lee Braunel, seconded by Michael Herrity, and carried to approve the Personnel Report as presented.

On motion by Judy Carey, seconded by Jim Protsman, and unanimously carried, the Board approved expenditure of \$11,942 to First Agency, Inc., for student accident insurance coverage for the 2010-2011 school year.

Superintendent Swanson provided an update on various district activities, including a rigorous construction schedule at Franklin Elementary School and the upcoming relocation of Franklin's office to Monroe School for the summer; Lincoln's graduation ceremony is scheduled for Friday, June 11, 2010, at 1:00 p.m.; McKinley's first graduation ceremony produced eight new graduates; and good luck to Public Information Specialist Joan Graff on her retirement from the School District.

Superintendent Swanson announced that the District did meet the Department of Public Instruction's Adequate Yearly Progress (AYP) standards for 2009-10, although McKinley did not make AYP due to an attendance rate requirement.

Director of Business Services Ken Mischler gave a presentation on health insurance, including costs, reform, average premiums, insurance rates, projected claims, stop loss insurance and the future of health insurance.

After a report by Director of Business Services Ken Mischler, on motion by Michael Herrity, seconded by Jim Protsman, and carried unanimously, the Board voted to keep school lunch prices the same for 2010-2011 as for 2009-2010.

On motion by Michael Herrity, seconded by Tim Newberg, and carried unanimously, Superintendent Swanson's salary was frozen for the 2010-2011 school year. The Board consensus to freeze the superintendent's salary was based on economics. Board members acknowledged the superintendent's satisfactory performance and mentioned salaries of other area superintendents.

The following committee referrals were made: parking on 9th Street to be addressed by the Buildings and Grounds Committee; and future Tax Increment Financing (TIF) support to be addressed by the Finance and Budget Committee.

On motion by Jim Protsman, seconded by Michael Herrity, and carried, the meeting adjourned at 8:25 p.m.

Respectfully submitted,
Rebecca McLafferty, Secretary

Chrystal Myer
Board President