

MINUTES OF BOARD MEETING  
Manitowoc Board of Education  
October 8, 2013

A regular meeting of the Board of Education was called to order by President Linda Gratz at 6:30 p.m., and began with the pledge of allegiance. Members present were Ms. Karen Rohrer, Mr. Lee Braunel, Ms. Catherine Shallue, Mr. Dave Longmeyer, Mr. Dave Nickels, Mr. Keith Shaw, and Ms. Linda Gratz. Also present were Superintendent Marcia Flaherty and Board secretary Rebecca McLafferty.

Director of Business Services Ken Mischler conducted a public hearing on the proposed 2013-2014 budget. A summary of the 2012-2013 and proposed 2013-2014 budget expenditures, revenues, total tax levy, equalized property value, and the net tax levy rate was provided. Mischler noted that the tentative budget numbers voted on tonight will be adjusted at the October 22, 2013, Board meeting. The revenue limit was reduced by \$133,126. General Fund budgeted expenditures are reduced by \$1,190,388 (-2.16%). The total tax levy will decrease about \$912,960 (-4.58%), for a projected tax rate of approximately \$8.24. The District's tax rate for 2012-2013 ranked the lowest (50<sup>th</sup>), of the 50 largest school districts in the state.

Board member Dave Nickels left the meeting at 6:46 p.m.

Director Mischler summarized various aspects of the budget, including factors impacting the 2013-2014 budget. There being no comments from the public, Board President Linda Gratz declared the public hearing closed at 6:50 p.m. On motion by Catherine Shallue, seconded by Lee Braunel, the Board voted unanimously (6-0) to adjourn until commencement of the regular Board meeting at 7:00 p.m.

The regular meeting of the Board of Education was called to order by President Linda Gratz at 7:00 p.m. and began with roll call.

Motion was made by Lee Braunel, seconded by Keith Shaw, and carried, to approve the minutes of the September 10, 2013, regular meeting and September 24, 2013, special meeting.

Board President Linda Gratz acknowledged the receipt of a petition for direct annexation from the City of Manitowoc.

Physical education teacher Dianna Ruedinger and health teacher Krista Tuschel accompanied seven junior high students, who discussed and demonstrating the benefits of "brain breaks" to student learning. Students encouraged Board members and the audience to participate in the "brain breaks" activities which help participants to "get refreshed in 1-2 minutes".

Chairperson Lee Braunel reported on the September 16, 2013, Buildings and Grounds Committee meeting, during which Buildings and Grounds Director Jeff Schulz summarized the background of athletic facilities, including priorities and needs. Some topics included the

condition of tennis courts at Red Arrow Park and long term needs at Rubick Municipal Field. School security cameras were discussed, with locker room security concerns having been brought to the Committee. School security camera systems were reviewed and will continue to be discussed by the committee.

Chairperson Karen Rohrer stated that the Finance & Budget Committee met on September 18, 2013. Since Board members received minutes of the meeting and the budget is scheduled for later discussion, Rohrer opted not to review the minutes.

Chairperson Keith Shaw reported on the September 24, 2013, Curriculum Committee meeting, during which the committee approved bringing a request to the full Board for approval of a 3-science-credits graduation requirement, beginning with the 2014-15 freshmen class. Director of Elementary and Secondary Education Deborah Shimanek and Lincoln High School Principal Luke Valitchka spoke in support of the 3-science-credit graduation requirement.

Board member Dave Nickels returned to the meeting at 7:37 p.m.

Valitchka talked about college admission test scores and subsequent success, and compared English requirements/test results to science requirements/test results. After considerable discussion, the Board voted unanimously (7-0) to approve the 3-science-credits requirement for graduation from the Manitowoc Public School District, beginning with the freshmen class in 2014-2015.

Chairperson Dave Nickels reported on the September 18 and 24, 2013, Policy and Personnel Committee meetings. During the September 24 meeting, a motion was made and carried to bring the superintendent job description to the full board for approval. The School Board voted unanimously (7-0) to approve the superintendent job description as presented. It was noted that the job description dated September 18, 2013, is the proposed and approved job description.

The payment of vouchers was presented by Director of Business Services Ken Mischler. A motion was made by Karen Rohrer, seconded by Lee Braunel, and unanimously carried (7-0) to approve voucher #412 totalling \$4,240,616.58, and voucher #415 totalling \$2,505,165.04 for a total of \$6,745,781.62. A financial statement was presented for the month ending September 30, 2013.

Director Ken Mischler shared the third Friday enrollment report which revealed a pupil count of 5,320 students. Board members voiced concerns over the loss of 112 students, which affects the district's revenue limit. The district had anticipated a higher enrollment this year. Discussion evolved around possible reasons for declining 4K enrollment. In regard to class size, it was noted that eleventh grade students with insufficient credits for graduation are categorized at the junior level until they graduate, resulting in an inflated junior class enrollment.

Board members inquired about whether grade nine should be part of the high school instead of junior high schools. Superintendent Flaherty indicated that studies have been conducted on that topic previously, and that this could be studied again.

Director of Human Resources Andrea Holschbach presented the Personnel Report, consisting of one resignation, hire of professional and support staff, approval of teacher lane movement for four employees, and approval of extracurricular contracts. Motion was made by Keith Shaw, seconded by Lee Braunel, and unanimously carried (7-0) to approve the Personnel Report as presented.

It was moved by Lee Braunel, seconded by Dave Longmeyer, and unanimously carried (7-0), to appoint Debby Shimanek as the district's designated Equity/Title IX Coordinator.

Summer School Coordinator/Madison Elementary School Principal Dr. Michael Dunlap reported on the successful 2013 summer school program. Approximately 2,260 students were enrolled, compared to 1,928 last year, with about 100 classes offered. Full time equivalencies increased from 141 to 181, a 30% increase.

On motion by Lee Braunel, seconded by Dave Longmeyer, and carried, the Board accepted a \$3,400 donation to Wilson Jr. High School from the Roy and Darlene Geigel Charitable Trust Foundation, to be used for academic tutoring during seventh hour and after school.

Director of Buildings and Grounds Jeff Schulz reported on athletic facility needs, with a \$2.4 million cost breakdown supplied to board members. Reported areas of high priority were Red Arrow Park tennis courts and Rubick Field. The tennis courts would be renovated or resurfaced in cooperation with the City of Manitowoc. With the Rubick Field cost estimate totalling \$1.4 million, Schulz requested Board approval to form a committee to review and prioritize athletic renovations. After discussion, it was the consensus of the Board that a Buildings and Grounds "Athletic Facilities Task Force" be created to review and prioritize athletic renovations. Task Force recommendations will be brought to the Buildings and Grounds Committee prior to making recommendations to the School Board. Motion was made by Lee Braunel, seconded by Catherine Shallue, and unanimously approved (7-0) to create an "Athletic Facilities Task Force" to review and prioritize athletic renovations, with Director of Buildings and Grounds Jeff Schulz overseeing committee appointments; and initial members were suggested to include Director of Buildings and Grounds Jeff Schulz, Superintendent Flaherty, Athletic Director Johnson/or a designee, and at least one Buildings and Grounds Committee member, to appointment Task Force Committee members.

Director of Elementary and Secondary Education Deborah Shimanek and administrative practicum student Jill DeRosier updated the Board on "addressing achievement gaps". Data inquiry addressed, "How does reading achievement on the WKCE assessment compare in elementary and junior high students in the MPSD during the 2012-2013 school year?" For 2012-13, there were 68.8% students below proficiency at the junior high reading achievement, and 71.4% students below proficiency at the elementary reading achievement. High priority items

were identified, including universal core instruction for all students 4K through grade 12 in ELA, curriculum based on standards for all students, targeted early intervention for elementary students, and reader/writer workshop implementation. Specific actions will include increased time students spend reading and conferencing with instructional staff, engaging in text and conferring about their reading; all teachers collaborating/participating in professional development by grade level or department; buildings establishing intervention teams to plan for instruction, monitor progress, identify resources to address individual student's learning needs, and departments creating goals and action plans in support of literacy. Jill DeRosier reported on the 2012-13 School Report Card for Franklin Elementary School, which reported an overall accountability score and rating that met expectations. Shimanek commended Madison Elementary School for receiving Title I School of Recognition status for the third time. In response to Board member Rohrer's inquiry about learning from successful districts, Director Shimanek stated that we have partnered with CESA 7 and have studied some schools and districts, but additional exploration should be pursued.

Superintendent Flaherty's district activity update included input from principals regarding what is happening in their schools relative to the student learning goal. She relayed a story from a Franklin elementary school student who saved allowance money to purchase a wagon full of school materials for "a lot of families (who) can't afford any of these things." Superintendent Flaherty informed the Board that two pieces of student artwork, to be rotated monthly, are displayed in her office. This month's artists are students Skyla Yang and Katelin Laurent, from Monroe Elementary School.

The Board unanimously (7-0) approved policies #4120 – Employment of Support Staff, and #3120 – Employment of Professional Staff. Policies were brought from the Policy and Personnel Committee for the second read, after being heard at the August 2013 Board meeting.

Motion was made by Karen Rohrer and seconded by Lee Braunel to approve the 2013-2014 Manitowoc Public School District budget presented at the budget hearing on October 8, 2013, in accordance with Section 65.90 of the Wisconsin Statutes, which includes expenditures in the General Fund of \$53,823,012; total expenditures of all funds of \$69,804,577; and total revenues of \$68,830,113 with a tax levy of \$19,028,464. Vote was taken by roll call vote and passed unanimously (7-0).

Director of Elementary and Secondary Education Deborah Shimanek presented a request to the Board for approval of the Wilson Jr. High School trip to Washington D.C. on June 8-12, 2014. On motion by Catherine Shallue, seconded by Dave Longmeyer, the trip was approved as presented. Director Shimanek indicated that the possibility of combining junior high trips is being considered for the future; however, the trips will remain separate for this year.

Director Shimanek presented a request to the Board for approval of a German Live Summer School trip to Germany on June 10-28, 2014. On motion by Catherine Shallue, seconded by Keith Shaw, the trip was approved as presented.

Director Shimanek presented a request to the Board for approval of a Japan Live Summer School trip to Japan, scheduled for June 11-27, 2014. On motion by Catherine Shallue, seconded by Keith Shaw, the trip was approved as presented.

Committee referrals involved the following committees: Curriculum Committee – to discuss physical education requirements and consideration of an academy course; and Policy/Personnel committee - to review NEOLA policy updates.

Board member Shaw requested Director of Pupil Services Joanne Metzen to supply CWD student caseload data, to be discussed at the November Board meeting.

On motion by Lee Braunel, seconded by Catherine Shallue, motion carried to adjourn the meeting at 9:26 p.m.

Respectfully submitted,  
Rebecca McLafferty, Secretary

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Linda Gratz  
Board President