

MINUTES OF BOARD MEETING  
Manitowoc Board of Education  
September 10, 2013

A regular meeting of the Board of Education was called to order by President Linda Gratz at 7:00 p.m. Members present were Ms. Karen Rohrer, Mr. Lee Braunel, Mr. Dave Longmeyer, Mr. Dave Nickels, Mr. Keith Shaw, and Ms. Linda Gratz. Also present were Superintendent Marcia Flaherty and Board secretary Rebecca McLafferty.  
Members absent: Ms. Catherine Shallue

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

Motion was made by Lee Braunel, seconded by Dave Longmeyer, and carried, to approve the minutes of the August 13, 2013, regular meeting and the August 27, 2013, special meeting.

Spanish teachers Jessica Swemke and Joe George gave a presentation on the "Spanish Immersion" overnight event that was held at the School Forest on August 14-15, 2013. Students Madeline Jacobson and Dana Westland talked about preparing Spanish meals from Spanish directions, communicating with Spanish students on Skype®, and participating in a scavenger hunt with Spanish directions.

Chairperson Karen Rohrer reported on the August 20, 2013, Finance and Budget Committee meeting, which Board members attended. During the committee meeting, Director of Business Services Ken Mischler explained budget revenues and expenditures. Despite a \$75 per pupil increase to the revenue limit, there is a projected decrease of \$133,126 from last year.

The payment of vouchers was presented by Director of Business Services Ken Mischler. A motion was made by Karen Rohrer, seconded by Keith Shaw, and unanimously carried (6-0) to approve voucher #407 totalling \$1,981,891.66, and voucher #410 totalling \$2,348,411.41, for a total of \$4,330,303.07. Financial statements were presented for the months ending June 30, 2013; July 31, 2013; and August 31, 2013.

Director of Human Resources Andrea Holschbach presented the Personnel Report, consisting of five resignations and one retirement, hire of professional and support staff, approval of teacher lane movement for five employees, and approval of extracurricular contracts. Motion was made by Keith Shaw, seconded by Karen Rohrer, and unanimously carried (6-0) to approve the Personnel Report as presented.

Superintendent Flaherty stated that actual enrollment numbers available on the third Friday in September will be presented at the October board meeting. In regard to enrollment numbers and staffing for first grade classes, Flaherty reported that current enrollment has Jefferson Elementary School with 67 children and a 16.8 class size, and Jackson Elementary School with 47 children and 2.5 teachers, for a class size of 18.8.

On motion by Keith Shaw, seconded by Dave Longmeyer, motion carried to designate Luke Valitchka as the District's youth options coordinator.

The District's Professional Development Plan for 2013-14 was presented by Director of Elementary and Secondary Education Deborah Shimanek. The plan was developed through local needs assessment data, state and federal requirements, educational research, and school board goals. She presented a timetable of when professional development occurs, including the 2013-14 school year calendar, department round tables, new teachers/mentors, educator effectiveness, elementary grade level teams, math teachers grades 6-11, secondary learning teams, next generation science standards, technology teams, pupil services, 4K/early childhood, and international baccalaureate program. Evaluating the effectiveness of the Professional Development Plan was also discussed. On motion by Keith Shaw, seconded by Karen Rohrer, the Board approved the Professional Development Plan for 2013-14 as presented.

Superintendent Flaherty's district activity update included:

- Director of Buildings and Grounds Jeff Schulz announced that Lindbergh administrative staff has returned to the building following hail damage renovations. Jackson, Monroe and Lincoln roofs sustained damage, in addition to municipal field's press box and concession stand. Washington and Jackson's shingled roofs will be replaced next summer, as part of the \$2.3 million hail damage. Schulz commended the Paul Davis restoration company for overseeing contractors. Schulz also reported on completed projects within the district.
- Superintendent Flaherty reported that the school year is off to a smooth start. She acknowledged HTR reporter Cindy Hodgson's coverage of school district news and wished her well as she relocates to Minnesota.
- After considerable discussion, motion was made by Karen Rohrer, seconded by Lee Braunel, and carried 5-1 (Nickels opposed) to approve Superintendent Flaherty's proposed Action Steps/Entry Plan which establishes benchmarks for her transition into the Superintendent position. Included in the plan are closed meetings (akin to mini-evaluations) suggested for November, January and April, with the first formal evaluation scheduled for January 2015.

Director of Elementary and Secondary Education Deborah Shimanek presented a request to the Board for approval of the D.C. History Club's proposed trip to Washington D.C. on April 8-12, 2014. After considerable discussion, Board member Nickels stated that he would approve the trip, but questioned why it was scheduled so students would miss school. Board concerns addressed the lack of response to board suggestions made last year that similar school trips being combined. Shimanek stated that she would address these issues with principals. On motion by Keith Shaw, seconded by Lee Braunel, the trip was approved as presented.

Committee referrals involved the curriculum committee, the policy/personnel committee, and budget and finance committee.

On motion by Lee Braunel, seconded by Keith Shaw, motion carried to adjourn the meeting at 8:46 p.m.

Respectfully submitted,  
Rebecca McLafferty, Secretary

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Linda Gratz  
Board President