

MINUTES OF BOARD MEETING  
Manitowoc Board of Education  
November 5, 2013

A regular meeting of the Board of Education was called to order by President Linda Gratz at 7:02 p.m. Members present were 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. Member(s) absent: Ms. Karen Rohrer

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

Motion was made by Catherine Shallue, seconded by Keith Shaw, and carried, to approve the minutes of the October 8, 2013, regular meeting and the October 22, 2013, special meeting.

Board President Linda Gratz acknowledged the receipt of two pieces of correspondence regarding opposition to the Common Core, one from Janet Koenig on behalf of Wisconsinites against Common Core, and the other correspondence from Sulynn Moore.

Chairperson Keith Shaw reported on the October 28, 2013, Curriculum Committee meeting. Director of Elementary and Secondary Education Debby Shimanek and Career and Technical Education Coordinator Kari Krull were present. The committee voted to bring the MPSD academy course "Healthy Mind + Healthy Body + Healthy Professional" to the full Board for approval. The Board approved the course, "Healthy Mind + Healthy Body + Healthy Professional" 5-1, Shallue opposed. A new course for high school students, "Introduction to Technical Reading and Writing" was approved in committee and brought forward for Board approval. After discussion on posting agenda items from committee, the Board unanimously (6-0) approved "Introduction to Technical Reading and Writing" for 2014-2015. Two additional course proposals were discussed, as part of Project Lead the Way (PLTW): "Introduction to Engineering Design" (in association with IB Design Technology), 1 credit for grades 9-12; and "Design, Modeling Automation, and Robotics" (to replace the Engineering, Robotics, and Automation Class), ½ credit for grades 7-9 to meet every other day. After discussion, the Board approved publishing the two courses, "Introduction to Engineering Design" and "Design, Modeling Automation, and Robotics" in the course bulletin, with final approval for both classes pending receipt of grant financing. Keith Shaw reported that the committee looked into the question of whether physical education grades should be added to student grade point averages (GPAs). Debby Shimanek met with department chair Duane Deicher on the issue, which expanded into physical education standards, how grading is accomplished, the variety of P.E. courses and rigorous standards, and effort/responsibility. Mr. Deicher requested the Board to allow further study on this topic for 2013-2014 before making a decision on physical education credits being/or not being included in student GPAs. It was the consensus of the Board to allow further study of this topic for 2013-2014. Board member Dave Longmeyer requested that Debby Shimanek supply an update on this topic in 3-4 months.

The payment of vouchers was presented by Director of Business Services Ken Mischler. A motion was made by Lee Braunel, seconded by Catherine Shallue, and unanimously carried (6-0) to approve voucher #417 totalling \$3,728,825.05. A financial statement was presented for the month ending October 31, 2013.

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 two employees, and approval of extracurricular contracts. Motion was made by Keith Shaw, seconded by Lee Braunel, and unanimously carried (6-0) to approve the Personnel Report as presented.

Director of Pupil Services Joanne Metzen presented the 2013-2014 Bloodborne Pathogens Exposure Control Plan. On motion by Dave Longmeyer, seconded by Keith Shaw, the Board unanimously approved the plan as presented.

Director of Pupil Services Joanne Metzen presented the 2013-2014 Emergency Nursing Services Plan. On motion by Catherine Shallue, seconded by Keith Shaw, the Board unanimously approved the plan as presented.

Director of Pupil Services Joanne Metzen introduced district guidance counselors, who presented the annual Guidance and Counseling Annual Plan. Considerable data results were reviewed. Board member Braunel questioned why some schools opted for social workers and others guidance counselors, and why junior high schools addressed similar needs through different means. Superintendent Flaherty stated that hiring decisions were made some time ago, and that she would provide historical data in a forthcoming report to the Board. Considerable data was provided. Keith Shaw inquired if the district is getting closer to the state ratio for guidance counselor to students. It was believed that MPSD has improved, statistically. Dave Nickels asked for an additional update from guidance counselors before the end of the 2013-2014 year, to assess goal progress. Motion was made by Keith Shaw, seconded by Lee Braunel, and unanimously carried to approve the Guidance and Counseling Annual Plan for 2013-2014, as presented. In response to Braunel's previous inquiry, Superintendent Flaherty indicated that several years ago, the district had guidance counselors and social workers. Over time, as staffing changed (i.e. due to retirements), schools most frequently replaced the pupil service vacancy with a guidance counselor, rather than a social worker.

Superintendent Flaherty's district activity update included:

- In regard to the student learning goal objective, "The District will improve learning outcomes of all students by focusing on curriculum and instruction that produces deep understanding of important substantive concepts, skills and ideas", MPSD teachers completed performance tasks in English language arts for all grades K-12.
- The School Forest is one of the District's best classroom environments for integration of subject areas. Superintendent Flaherty shared a 6<sup>th</sup> grade camp video/report.
- Athletic Director John Johnson's fall athletic report was distributed to Board members.

Director of Business Services Ken Mischler requested changes to the approved 2013-2014 budget. Due to a decreased third Friday in September enrollment of -69 FTEs, and the summer school enrollment increase of 16 FTEs, the declining enrollment exemption and prior year open enrollment exemption provide the District with \$529,237 additional of revenue, increasing the revenue limit to \$139,111 from the approved October 9 tax levy. The District's revenue limit calculation is \$48,901,935, with a revenue limit of \$5,985 above last year, despite a \$75/pupil increase. The District will receive equalization aid of \$30,108,025 and computer aid of \$106,092. The total property tax levy is \$18,700,168. The increased equalization aid results in a decrease of \$328,296 from the October 8 approved levy, a decrease of -6.22% from last year. The District will use fund balance of \$403,312 for debt service, capital lease arrangement and capital projects. Equalized value of the district is down -1.13%, resulting the net tax levy rate decreasing from \$8.59/\$1,000 last year to \$8.14/\$1,000 this year.

On motion by Catherine Shallue, seconded by Dave Longmeyer, the Board unanimously approved (6-0) by roll call vote, changing the Published Amount of Revenue from Property Tax Levy from \$19,028,464 to \$18,700,168, a decrease of \$328,296; changing the State Sources, Account Code 600, from \$31,390,460 published, to \$31,852,317 amended, for an increase of \$461,857, resulting in total revenue changes from published amount of \$50,418,924 to amended amount of \$50,552,485, an increase of \$133,561.

It was moved by Catherine Shallue, seconded by Lee Braunel, and unanimously carried by roll call vote (6-0), to establish the 2013-2014 property tax levy of \$18,700,168. Apportionment of the total tax levy is as follows:

City of Manitowoc	\$14,299,213
Town of Centerville	\$ 270,799
Town of Kossuth	\$ 563,982
Town of Manitowoc	\$ 703,107
Town of Manitowoc Rapids	\$ 1,207,115
Town of Newton	\$ 1,362,153
Town of Two Rivers	\$ 152,483
City of Two Rivers	\$ 141,316

Director of Pupil Services Joanne Metzen reported on CWD student caseload data which compared MPSD to the Wisconsin Rapids school district. Discussion revealed various situations that factor into caseload capability. Keith Shaw voiced concerns regarding the district's expectation for rigorous student education within enlarged classrooms.

Director of Human Resources Andrea Holschbach reviewed a report outlining teacher class size loads for Wilson, Washington and Lincoln Schools. Holschbach noted that if the average class size was 25 and teachers taught 5 sections, their teacher class load would be 125. The report showed classes with more and less than 25 students. Physical education classes average 30-35 students. Board member Shaw questioned secondary class sizes of 27-31 students. Elementary

class sizes are scrutinized, but secondary classes are allowed to grow; he feels that creative decision making is essential to correct the situation.

Changing the October 22 appointments made during the special School Board meeting, Board President Gratz announced that Keith Shaw will be the Manitowoc Public School District's Representative to the 2014 Wisconsin Association of School Boards Delegate Assembly. Linda Gratz will be the alternate representative.

Director Holschbach presented rationale for an increase in substitute teacher pay. On motion by Catherine Shallue, seconded by Dave Longmeyer, the Board unanimously approved increasing the daily teacher sub rate from \$92/day to \$100/day.

Director Holschbach will contact committee members to schedule a policy and personnel committee meeting regarding NEOLA policy changes.

On motion by Lee Braunel, seconded by Catherine Shallue, motion carried to adjourn the meeting at 9:04 p.m.

Respectfully submitted,  
Rebecca McLafferty, Secretary

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Linda Gratz  
Board President