

ST. FRANCIS SCHOOL DISTRICT
4225 SOUTH LAKE DRIVE
ST. FRANCIS, WI 53235
SPECIAL MEETING
HELD IN THE DISTRICT OFFICE – ROOM 201
June 1, 2010

APPROVED MINUTES

President Jacqueline Hemmer called the special meeting to order at 5:00 p.m.

Upon motion by Ms. Rutter, seconded by Ms. Hemmer, the Board adjourned into closed session in the District Office according to Wisconsin State Statutes 19.85 (1)(c) for considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically, personnel issues.

PRESENT: Board Members Hemmer, Iwanski, Boknevitcz, Rutter, Mayer, and Superintendent Topinka

VISITORS: Business Manager Kelly

The President called closed session to order at 5:01 p.m. The Board reconvened into open session at approximately 6:04 p.m., taking no action.

Upon motion by Ms. Rutter, seconded by Mr. Boknevitcz, the President declared the special meeting adjourned at 6:05 p.m.

Approved by:

/original signed/

Kathleen A. Rutter
School Board Clerk

/original signed/

Jacqueline N. Hemmer
School Board President

ST. FRANCIS SCHOOL DISTRICT
4225 SOUTH LAKE DRIVE
ST. FRANCIS, WI 53235
REGULAR MEETING
HELD IN THE ST. FRANCIS HIGH SCHOOL LIBRARY
May 17, 2010

APPROVED MINUTES

President Jacqueline Hemmer called the meeting to order at 5:30 p.m.

Upon motion by Ms. Rutter, seconded by Mr. Iwanski, the Board adjourned into closed session in the St. Francis High School library according to Wisconsin State Statutes 19.85 (1)(c) for considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically, personnel issues.

PRESENT: Board Members Hemmer, Iwanski, Boknevitcz*, Rutter, Mayer, and Superintendent Topinka

VISITORS: Attorney Robert Buikema; SFHS Principal DiStefano and Business Manager Kelly

*Board Treasurer Boknevitcz arrived at 5:40 p.m.

The President called closed session to order at 5:30 p.m. Attorney Buikema and Principal DiStefano were excused from the meeting at approximately 6:00 p.m. The Board reconvened into open session at approximately 6:30 p.m., taking the following action:

Upon motion by Ms. Hemmer, seconded by Ms. Rutter, the administrator salary increases as presented in closed session were unanimously approved.

President Jacqueline Hemmer called the regular meeting to order at 6:30 p.m.

PRESENT: Board Members Hemmer, Iwanski, Boknevitcz, Rutter, Mayer, Superintendent Topinka, and Business Manager Kelly

VISITORS: SFHS Principal DiStefano (sign-in sheets retained in official minute book)

Superintendent Topinka reported that proper notification of this meeting has been posted in accordance with the open meeting laws of the State of Wisconsin.

A motion was made by Mr. Boknevitcz, seconded by Ms. Rutter to approve the agenda for May 17, 2010. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

COMMUNICATIONS TO THE BOARD: None

COMMENTS FROM VISITORS: None

CONSENT AGENDA ACTION ITEMS:

President Hemmer inquired if there was any item(s) that should be removed from the consent agenda. There were none.

Upon motion by Mr. Boknevitcz, seconded by Ms. Rutter, the following Consent Agenda Action Items were unanimously approved:

- Minutes of May 3, 2010
- Minutes of May 10, 2010
- Accounts payable bills totaling \$224,801.91; 2008 bond invoices totaling \$164.55; and payroll/payroll-related bills totaling \$538,951.54
- Personnel:
 1. The 2010 FMLA request for Jamie Dropik, Primary School Teacher.

Upon motion by Mr. Boknevitcz, seconded by Ms. Rutter, the 2010 Summer School contract were unanimously approved as presented.

Upon motion by Ms. Rutter, seconded by Mr. Boknevitcz, the Girls' Soccer WIAA Cooperative Agreement was unanimously approved as presented.

Upon motion by Mr. Boknevitcz, seconded by Ms. Rutter, the High School Spanish class field trip request to Chicago, Illinois was unanimously approved contingent upon an appropriate chaperone ratio compliant with Board policy.

Upon motion by Mr. Boknevit, seconded by Ms. Rutter, the 6th / 7th grade Safety Cadet field trip request to Gurnee, Illinois was unanimously approved contingent upon an appropriate chaperone ratio compliant with Board policy.

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION:

A progress report on current and completed referendum construction projects was presented. Window treatments are currently being installed at the High School.

SFHS Principal DiStefano presented a proposal for changes to the High School science course offerings. The proposal would shift the Biology II course offering from a one year offering that focuses on Botany during Semester I and Anatomy and Physiology during Semester II, to a one semester course that focuses on Anatomy and Physiology. Upon motion by Mr. Boknevit, seconded by Ms. Mayer, the Board approved the flexibility to run the Biology II course as a semester class for the 2010-2011 school year.

Business Manager Kelly reported on the following:

- 1) Business Manager Kelly presented information on a proposed technology lease. In March, there was discussion on seeking a capital lease to finance Thin Client computers for all three schools. Since that time, the District Technology Coordinator, Mr. Steve Erickson has received revised pricing for the Thin Clients and the District will be able to purchase 275 machines under \$140,000. A Request for Lease Quote was sent out and bids were received from three (3) different companies. The District is recommending the Board approve a resolution for the capital lease through Chase Equipment Finance, Inc., the least expensive bid at \$149,684. Upon motion by Ms. Rutter, seconded by Ms. Hemmer, the resolution for the capital lease through Chase Equipment Finance, Inc. in the amount of \$149,684 was unanimously approved.
- 2) Business Manager Kelly presented information on the District's property insurance contract renewal for review and approval. The District currently contracts with the Local Government Property Insurance Fund for their property insurance. The purpose of the Fund is to make reasonable priced property insurance available for the tax-supported local government property, such as, government buildings, schools, and libraries. Upon motion by Mr. Boknevit, seconded by Mr. Iwanski, the contract renewal with Local Government Property Insurance Fund for the 2010-2011 school year was unanimously approved.
- 3) Business Manager Kelly presented health and dental insurance renewal rate information for approval. For the 2010-2011 school year, the recommendation was made to maintain the current insurance rates, with no increase. Upon motion by Ms. Rutter, seconded by Ms. Hemmer, the Board unanimously approved the proposed health and dental insurance renewal rates for the 2010-2011 school year.
- 4) Business Manager presented the Chartwells Dining contract renewal for review and approval. Discussion ensued. Upon motion by Ms. Rutter, seconded by Ms. Mayer, the contract renewal with Chartwells Dining as the District's food service provider and the meal price increase for grades K-6 of \$1.90 and grades 7-12, as well as, adult meals of \$2.10 was approved. Hemmer, Iwanski, Rutter and Mayer voted aye. Board Treasurer Boknevit abstained from voting.
- 5) Business Manager Kelly presented the CESA 6 contract for website administrator services for review and approval. After discussion and upon motion by Mr. Boknevit, seconded by Ms. Rutter, the CESA 6 contract was unanimously approved.

Board Members reported on the following:

- 1) May 18, 2010 – St. Francis Association of Commerce Scholarship Dinner – Polonez Restaurant – 6:00 p.m.
- 2) May 20, 2010 – NHS Induction / Senior Awards – 6:30 p.m.

There was no report from Superintendent Topinka.

There was no report from Board President Hemmer.

Upon motion by Ms. Hemmer, seconded by Ms. Rutter, the President declared the regular meeting adjourned at 7:40 p.m.

Approved by:

/original signed/

Kathleen A. Rutter
School Board Clerk

/original signed/

Jacqueline N. Hemmer
School Board President

ST. FRANCIS SCHOOL DISTRICT
4225 SOUTH LAKE DRIVE
ST. FRANCIS, WI 53235
SPECIAL MEETING
HELD IN THE DISTRICT OFFICE – ROOM 201
May 10, 2010

APPROVED MINUTES

President Jacqueline Hemmer called the special meeting to order at 5:00 p.m.

Upon motion by Ms. Rutter, seconded by Ms. Mayer, the Board adjourned into closed session in the District Office according to Wisconsin State Statutes 19.85 (1)(c) for considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically, personnel issues.

PRESENT: Board Members Hemmer, Iwanski, Bokneviz,* Rutter, Mayer, and Superintendent Topinka

VISITORS: Business Manager Kelly

*Board Treasurer Bokneviz was in attendance via conference call.

The President called closed session to order at 5:00 p.m. The Board reconvened into open session at approximately 5:48 p.m., taking the following action:

Upon motion by Ms. Rutter, seconded by Ms. Hemmer, the Board approved the administrative contract covering the time period of July 1, 2010 through June 30, 2012 as presented in closed session.

Upon motion by Ms. Rutter, seconded by Mr. Bokneviz, the President declared the special meeting adjourned at 5:52 p.m.

Approved by:

/original signed/

Kathleen A. Rutter
School Board Clerk

/original signed/

Jacqueline N. Hemmer
School Board President

ST. FRANCIS SCHOOL DISTRICT
4225 SOUTH LAKE DRIVE
ST. FRANCIS, WI 53235

REGULAR MEETING
HELD IN THE ST. FRANCIS HIGH SCHOOL LIBRARY
May 3, 2010

APPROVED MINUTES

President Jacqueline Hemmer called the meeting to order at 6:00 p.m.

Upon motion by Ms. Rutter, seconded by Mr. Boknevit, the Board adjourned into closed session in the St. Francis High School library according to Wisconsin State Statutes 19.85 (1)(c) for considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically, personnel issues.

PRESENT: Board Members Hemmer, Iwanski, Boknevit, Rutter, Mayer, and Superintendent Topinka

VISITORS: Business Manager Kelly

The President called closed session to order at 6:00 p.m. The Board reconvened into open session at approximately 6:35 p.m., taking no action.

President Jacqueline Hemmer called the regular meeting to order at 6:35 p.m.

PRESENT: Board Members Hemmer, Iwanski, Boknevit, Rutter, Mayer, Superintendent Topinka, and Business Manager Kelly

VISITORS: Mr. Eric Ellison – C. G. Schmidt, Inc.; Mr. Pat Seitz – Eppstein Uhen Architects, Inc.; Mr. Tony Goodenough (sign-in sheets retained in official minute book)

Superintendent Topinka reported that proper notification of this meeting has been posted in accordance with the open meeting laws of the State of Wisconsin.

A motion was made by Mr. Boknevit, seconded by Ms. Rutter to approve the agenda for May 3, 2010. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

COMMUNICATIONS TO THE BOARD:

A note of appreciation from Marilyn Rottel for the plant sent on behalf of the District in memory of her mother.

COMMENTS FROM VISITORS: None

ELECTION OF OFFICERS:

Upon motion by Mr. Boknevit, seconded by Ms. Rutter, Jacqueline Hemmer was unanimously elected School Board President.

Upon motion by Ms. Rutter, seconded by Mr. Boknevit, Russell Iwanski was unanimously elected School Board Vice President.

Upon motion by Ms. Hemmer, seconded by Mr. Iwanski, Robert Boknevit was unanimously elected School Board Treasurer.

Upon motion by Mr. Boknevit, seconded by Mr. Iwanski, Kathleen Rutter was unanimously elected School Board Clerk.

Upon motion by Ms. Hemmer, seconded by Ms. Mayer, the appointment of Kathleen A. Rutter as representative of the St. Francis School District to the Cooperative Educational Services Agency #1 2010 Annual Convention was unanimously approved. The Board appreciates Ms. Rutter's commitment and time to represent the St. Francis School District as our CESA representative.

CONSENT AGENDA ACTION ITEMS:

President Hemmer inquired if there was any item(s) that should be removed from the consent agenda. There were none.

Upon motion by Mr. Boknevit, seconded by Ms. Rutter, the following Consent Agenda Action Items were unanimously approved:

- Minutes of April 19, 2010
- Accounts payable bills totaling \$72,276.85; 2008 bond invoices totaling \$1,601,001.12; and payroll/payroll-related bills totaling \$246,625.20

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION:

A monthly progress report on current and completed construction projects was presented by Mr. Eric Ellison from C. G. Schmidt, Inc. Business Manager Kelly presented a referendum budget worksheet for review.

The 8th grade class field trip to Costa Rica in June 2011 was presented for approval. Upon motion by Mr. Boknevit, seconded by Ms. Rutter, the 8th grade class field trip to Costa Rica in June 2011 was unanimously approved contingent upon compliancy with Board Policies D-17 and D17A.

Business Manager Kelly reported on the following:

- 1) Business Manager Kelly distributed an updated Budget Management Report for review.
- 2) Business Manager Kelly presented an update on the High School garage fire. The District has been working with the insurance company and Servicemaster to make necessary repairs. The District has received quotes for electrical work, as well as, roofing. Preliminary estimates are \$20,000 for the building repair and approximately \$15,000 for equipment replacement.

Board Members reported on the following:

- 1) May 13, 2010 – 128th Civic Dinner Dance – Special Honoree is Mr. Otis Weinhold
- 2) May 14, 2010 – Association of Commerce - St. Francis Night at Miller Park

Superintendent Topinka reported on the following:

- 1) Superintendent Topinka presented proposed Board meeting dates for the 2010-2011 school year.
- 2) Superintendent Topinka recently attended the Woodland Conference All-Star Academic Banquet on April 25, 2010, where eight (8) St. Francis High School students were honored.

Board President Hemmer reported on the following:

- 1) President Hemmer reminded fellow Board Members of the following upcoming important dates:
 - o May 6th – Willow Glen Fine Arts Night – 5:30 to 7:00 p.m.
 - o May 12th – High School New Student Barbeque – 5:00 to 7:00 p.m.
 - o May 13th – Deer Creek Fine Arts Night – 5:30 to 7:00 p.m.
 - o May 17th – Regular School Board Meeting – 6:30 p.m.
 - o May 18th – Association of Commerce Scholarship Dinner – Polonez Restaurant – 6:00 p.m.
 - o May 19th – Special School Board Meeting (Closed Session) – 5:00 p.m.
 - o May 20th – NHS Induction / Senior Awards – 7:00 p.m.
 - o May 25th – District Band Concert – Thomas More – 7:30 p.m.
 - o May 27th – District Choir Concert – 7:30 p.m.

Upon motion by Mr. Boknevit, seconded by Ms. Rutter, the President declared the regular meeting adjourned at 7:28 p.m.

Approved by:

/original signed/

Kathleen A. Rutter
School Board Clerk

/original signed/

Jacqueline N. Hemmer
School Board President

ST. FRANCIS SCHOOL DISTRICT
4225 SOUTH LAKE DRIVE
ST. FRANCIS, WI 53235

REGULAR MEETING
HELD IN THE ST. FRANCIS HIGH SCHOOL LIBRARY
April 19, 2010

APPROVED MINUTES

President Jacqueline Hemmer called the meeting to order at 6:00 p.m.

Upon motion by Ms. Rutter, seconded by Mr. Boknevit, the Board adjourned into closed session in the St. Francis High School library according to Wisconsin State Statutes 19.85 (1)(c) for considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically, personnel issues.

PRESENT: Board Members Hemmer, Iwanski, Boknevit, Rutter, Mayer, and Superintendent Topinka

VISITORS: Business Manager Kelly

The President called closed session to order at 6:00 p.m. The Board reconvened into open session at approximately 6:30 p.m., taking the following action:

Upon motion by Ms. Hemmer, seconded by Ms. Rutter, the Board unanimously approved revisions to the proposed employment contract as discussed in closed session.

President Jacqueline Hemmer called the regular meeting to order at 6:30 p.m.

PRESENT: Board Members Hemmer, Iwanski, Boknevit, Rutter,* Mayer, Superintendent Topinka, and Business Manager Kelly

VISITORS: Mr. Steve Erickson – District Technology Coordinator; Ms. Nicole Hoffman – St. Francis High School Teacher; Mr. Jeff Mayer and Ms. Katelyn Sampler (sign-in sheets retained in official minute book)

*Board Clerk Rutter was excused from the meeting at 7:00 p.m.

Superintendent Topinka reported that proper notification of this meeting has been posted in accordance with the open meeting laws of the State of Wisconsin.

A motion was made by Mr. Iwanski, seconded by Mr. Boknevit to approve the agenda for April 19, 2010. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

COMMUNICATIONS TO THE BOARD: None

COMMENTS FROM VISITORS: None

OATH OF OFFICE:

School Board Clerk, Kathleen A. Rutter, administered the Oath of Office to re-elected Board Members, Russell J. Iwanski and Diane F. Mayer.

CONSENT AGENDA ACTION ITEMS:

President Hemmer inquired if there was any item(s) that should be removed from the consent agenda. There were none.

Upon motion by Mr. Iwanski, seconded by Mr. Boknevit, the following Consent Agenda Action Items were unanimously approved:

- Minutes of March 15, 2010
- Minutes of March 29, 2010
- Accounts payable bills totaling \$222,310.31; 2008 bond invoices totaling \$54,092.31; and payroll/payroll-related bills totaling \$571,466.85
- Personnel Items:
 1. The following extra-curricular contract for the 2009-2010 school year:

SFEA Extra-Curricular Contracts

Nick Schuster, HS Extra Class – Social Studies (.25 FTE) \$1,269.90

Upon motion by Ms. Rutter, seconded by Ms. Hemmer, the 2009-2011 Agreement between Council #10 (Secretarial / Paraprofessionals) and the St. Francis School District was unanimously approved. Board Treasurer Boknevitz thanked the District Negotiation Team for their work.

Upon motion by Ms. Rutter, seconded by Mr. Boknevitz, the 2010-2011 Chapter 220 Inter-District Transfer Agreement amendment was unanimously approved.

Upon motion by Mr. Boknevitz, seconded by Ms. Rutter, the following District donations were unanimously approved:

- \$200.00 donation from McGranaghan & Stawski to be used towards the purchase of a custom-made touch tank at Deer Creek Intermediate School.
- \$200.00 donation from Great Lakes Reporting / Sheryl Stawski to be used towards the purchase of a custom-made touch tank at Deer Creek Intermediate School.
- Aqueon Mega-Flow Wet/Dry Aquarium Filter (valued at \$372.99) from Mr. Dan Linck – Pet World Warehouse and Aqueon Products to be used with the custom-made touch tank at Deer Creek Intermediate School. Along with the filter, a 30% discount was given on all other supplies.
- A 500-gallon Pond Master Pump, as well as, various other plumbing supplies (valued at \$150.00) from Mr. Peter Graven to be used with the custom-made touch tank at Deer Creek Intermediate School.
- \$500.00 donation from Mr. David Scherbarth to be used towards Girls Softball equipment or any other needs.

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION:

A referendum update was presented by Superintendent Topinka and Business Manager Kelly. The new High School Science labs opened after Spring break. There have been no difficulties reported with the redirected traffic flow due to the relocation of the temporary main entrance by the Recreation Office. The construction of the High School’s main entrance began during Spring break. The footings are poured and walls will be formed this week.

Business Manager Kelly presented revised School Board Policy C-15 – Family and Medical Leave for further review and approval. After discussion and upon motion by Ms. Hemmer, seconded by Mr. Boknevitz, revised School Board Policy C-15 – Family and Medical Leave was unanimously approved as presented.

Business Manager Kelly reported on the following:

- 1) District Technology Coordinator, Mr. Steve Erickson led a discussion on proposed wireless technology in the High School. The Board decided that more information is necessary on how students will benefit from wireless technology, as well as, how cost effective it is for the District. A survey on how students currently access a computer (i.e., home, library, etc.) will be developed.

Board Members reported on the following:

- 1) Willow Glen/Deer Creek Science Night is April 22, 2010 from 5:30 p.m. to 8:30 p.m. at Deer Creek Intermediate School.

There was no report from Superintendent Topinka.

Board President Hemmer reported on the following:

- 1) The St. Francis Association of Commerce Scholarship Dinner is May 18, 2010 at the Polonez Restaurant.

Upon motion by Mr. Boknevitz, seconded by Mr. Iwanski, the President declared the regular meeting adjourned at 7:42 p.m.

Approved by:

/original signed/

Kathleen A. Rutter
School Board Clerk

/original signed/

Jacqueline N. Hemmer
School Board President

/original signed/

Diane F. Mayer
Acting School Board Clerk

ST. FRANCIS SCHOOL DISTRICT
4225 SOUTH LAKE DRIVE
ST. FRANCIS, WI 53235

SPECIAL MEETING
HELD IN THE ST. FRANCIS HIGH SCHOOL LIBRARY
March 29, 2010

APPROVED MINUTES

President Jacqueline Hemmer called the meeting to order at 5:00 p.m.

Upon motion by Ms. Hemmer, seconded by Ms. Rutter, the Board adjourned into closed session in the St. Francis High School library according to Wisconsin State Statutes 19.85 (1)(c) for considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically, personnel issues.

PRESENT: Board Members Hemmer, Iwanski, Boknevit, Rutter, Mayer, and Superintendent Topinka

VISITORS: Business Manager Kelly

The President called closed session to order at 5:00 p.m. The Board reconvened into open session at approximately 5:20 p.m., taking no action.

President Jacqueline Hemmer called the special meeting to order at 5:20 p.m.

PRESENT: Board Members Hemmer, Iwanski, Boknevit, Rutter, Mayer, Superintendent Topinka, and Business Manager Kelly

VISITORS: None (sign-in sheets retained in official minute book)

Superintendent Topinka reported that proper notification of this meeting has been posted in accordance with the open meeting laws of the State of Wisconsin.

A motion was made by Mr. Boknevit, seconded by Ms. Rutter to approve the agenda for March 29, 2010. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

COMMUNICATIONS TO THE BOARD / COMMENTS FROM VISITORS: None

CONSENT AGENDA ACTION ITEMS:

President Hemmer inquired if there was any item(s) that should be removed from the consent agenda. There were none.

Upon motion by Ms. Rutter, seconded by Ms. Hemmer, the following Consent Agenda Action Items were unanimously approved:

- Accounts payable bills totaling \$169,379.91; 2008 bond invoices of \$26,326.00; and payroll/payroll-related bills totaling \$380,910.29
- Personnel Items:
 1. The 2010 FMLA request for Nancy Tischendorf, Instructional Services Secretary.

Upon motion by Ms. Rutter, seconded by Mr. Iwanski, the confirmation of approval / denial of resident and non-resident Open Enrollment applications for the 2010-2011 school year were unanimously approved.

Upon motion by Ms. Rutter, seconded by Mr. Boknevit, the St. Francis School District's Comparability Policy was unanimously approved as presented.

Upon motion by Mr. Boknevit, seconded by Ms. Rutter, the 7th and 8th grade Band/Choir field trip request to Gurnee, Illinois contingent upon an appropriate chaperone ratio compliant with Board policy was unanimously approved.

Upon motion by Ms. Rutter, seconded by Mr. Boknevit, the President declared the special meeting adjourned at 5:22 p.m.

Approved by:

/original signed/

Kathleen A. Rutter
School Board Clerk

/original signed/

Jacqueline N. Hemmer
School Board President

ST. FRANCIS SCHOOL DISTRICT
4225 SOUTH LAKE DRIVE
ST. FRANCIS, WI 53235

REGULAR MEETING
HELD IN THE ST. FRANCIS HIGH SCHOOL LIBRARY
March 15, 2010

APPROVED MINUTES

President Jacqueline Hemmer called the meeting to order at 6:00 p.m.

Upon motion by Ms. Rutter, seconded by Ms. Hemmer, the Board adjourned into closed session in the St. Francis High School library according to Wisconsin State Statutes 19.85 (1)(c) for considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically, personnel issues.

PRESENT: Board Members Hemmer, Iwanski, Boknevit, Rutter, Mayer, and Superintendent Topinka

VISITORS: Business Manager Kelly

The President called closed session to order at 6:00 p.m. The Board reconvened into open session at approximately 6:30 p.m., taking the following action:

Upon motion by Ms. Hemmer, seconded by Ms. Rutter, the Board unanimously approved the proposed employment contract as discussed in closed session.

President Jacqueline Hemmer called the regular meeting to order at 6:30 p.m.

PRESENT: Board Members Hemmer, Iwanski, Boknevit, Rutter, Mayer, Superintendent Topinka, and Business Manager Kelly

VISITORS: Mr. Mark DiStefano – St. Francis High School Principal; Mr. Eric Ellison / Mr. Pat Seitz – C.G. Schmidt, Inc.; Mr. Bruce Marne / Mr. Pat Seitz – Eppstein Uhen Architects, Inc.; Ms. Nicole Hoffman – St. Francis High School Teacher (sign-in sheets retained in official minute book)

Superintendent Topinka reported that proper notification of this meeting has been posted in accordance with the open meeting laws of the State of Wisconsin.

A motion was made by Mr. Boknevit, seconded by Ms. Rutter to approve the agenda for March 15, 2010. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

COMMUNICATIONS TO THE BOARD: None

COMMENTS FROM VISITORS: None

CONSENT AGENDA ACTION ITEMS:

President Hemmer inquired if there was any item(s) that should be removed from the consent agenda. There were none.

Upon motion by Mr. Boknevit, seconded by Ms. Rutter, the following Consent Agenda Action Items were unanimously approved:

- Minutes of February 15, 2010
- Minutes of March 1, 2010
- Accounts payable bills totaling \$1,538,928.31 and payroll/payroll-related bills totaling \$533,515.29
- Personnel Items:
 1. The appointment of Melissa Sell as Elementary Intervention Specialist for the 2009-2010 school year.
 2. The 2010 FMLA request for Craig Paprocki, Deer Creek Intermediate School Head Custodian.
 3. The following athletic contracts for the 2009-2010 school year:

SFEA Athletic Contracts

James Dorlack, Boys JV Baseball Coach C2/EA	\$2,815.92
Todd VanCaster, Girls JV Softball Coach C2/EA	\$2,815.92

Upon motion by Mr. Boknevit, seconded by Ms. Rutter, the Youth Options requests for 1st semester of the 2010-2011 school year were unanimously approved.

Upon motion by Ms. Rutter, seconded by Ms. Hemmer, the Girls Swim and Boys Wrestling WIAA Cooperative Agreements for the school years of 2010-2011 and 2011-2012 were unanimously approved

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION:

The referendum update began with a tour of the High School’s construction areas. During the tour, High School Principal DiStefano, representatives from C.G. Schmidt, Inc. and Eppstein Uhen reviewed upcoming and completed projects. The construction of the High School’s main entrance will be begin during Spring break. The temporary main entrance will be by the Recreation Office.

Superintendent Topinka presented a proposed agreement with the St. Francis Historical Society to utilize space at Deer Creek Intermediate School. Upon motion by Ms. Rutter, seconded by Ms. Hemmer, the proposed agreement with the St. Francis Historical Society was unanimously approved.

Business Manager Kelly presented revised School Board Policy C-15 – Family and Medical Leave for review. Discussion ensued. Business Manager Kelly will bring the policy back for further review/approval at the next regular Board meeting.

Business Manager Kelly reported on the following:

- 1) Business Manager Kelly presented the Life Insurance Resolution for review and approval. After discussion and upon motion by Mr. Boknevit, seconded by Ms. Rutter, the proposed Life Insurance Resolution was unanimously approved.
- 2) The District continues to explore wireless technology costs and Business Manager Kelly and District Technology Coordinator, Mr. Steve Erickson will bring forward that information at a future meeting.

There was no report from Board Members.

Superintendent Topinka reported on the following:

- 1) The St. Francis High School’s drama performance of “Shakespeare’s Puppet” this past weekend was well attended and very well done.
- 2) The School Board will have a brief meeting on Monday, March 29, 2010 at 5:00 p.m. in the St. Francis High School Library. Board Clerk Rutter is excused from this meeting.

Board President Hemmer reported on the following:

- 1) The St. Francis Association of Commerce Annual Spaghetti Dinner is Sunday, March 21, 2010. Proceeds sponsor scholarships to eligible St. Francis High School students.

Upon motion by Ms. Hemmer, seconded by Mr. Boknevit, the President declared the regular meeting adjourned at 8:08 p.m.

Approved by:

/original signed/

Kathleen A. Rutter
School Board Clerk

/original signed/

Jacqueline N. Hemmer
School Board President

ST. FRANCIS SCHOOL DISTRICT
4225 SOUTH LAKE DRIVE
ST. FRANCIS, WI 53235

REGULAR MEETING
HELD IN THE ST. FRANCIS HIGH SCHOOL LIBRARY
March 1, 2010

APPROVED MINUTES

President Jacqueline Hemmer called the meeting to order at 6:15 p.m.

Upon motion by Ms. Hemmer, seconded by Mr. Iwanski, the Board adjourned into closed session in the St. Francis High School library according to Wisconsin State Statutes 19.85 (1)(c) for considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically, personnel issues.

PRESENT: Board Members Hemmer, Iwanski, Rutter, and Mayer

EXCUSED: Board Treasurer Boknevitcz and Superintendent Topinka

VISITORS: Business Manager Kelly

The President called closed session to order at 6:15 p.m. The Board reconvened into open session at approximately 6:30 p.m., taking no action.

President Jacqueline Hemmer called the regular meeting to order at 6:30 p.m.

PRESENT: Board Members Hemmer, Iwanski, Rutter, Mayer, and Business Manager Kelly

EXCUSED: Board Treasurer Boknevitcz and Superintendent Topinka

VISITORS: Mr. David Maccoux – Schenck, S.C. (sign-in sheets retained in official minute book)

Business Manager Kelly reported that proper notification of this meeting has been posted in accordance with the open meeting laws of the State of Wisconsin.

A motion was made by Ms. Rutter, seconded by Mr. Iwanski to approve the agenda for March 1, 2010. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

COMMUNICATIONS TO THE BOARD: None

COMMENTS FROM VISITORS: None

CONSENT AGENDA ACTION ITEMS:

President Hemmer inquired if there was any item(s) that should be removed from the consent agenda. The Board minutes of February 15, 2010 were tabled until the March 15, 2010 meeting.

Upon motion by Ms. Rutter, seconded by Ms. Hemmer, the following Consent Agenda Action Items were unanimously approved:

- Accounts payable bills totaling \$109,054.83 and payroll/payroll-related bills totaling \$382,973.61
- Personnel Items:
 1. The 2010 FMLA request for Nicole Hoffmann, High School English Teacher.

Upon motion by Ms. Rutter, seconded by Mr. Iwanski, the teacher contract renewals and notices of layoff for the 2010-2011 school year were unanimously approved.

Upon motion by Ms. Rutter, seconded by Ms. Hemmer, the proposed Administrators' contracts for the 2010-2011 and 2011-2012 school years were unanimously approved.

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION:

Business Manager Kelly presented a referendum update. All construction projects remain on schedule and within budget. Construction on the High School Science area is progressing very nicely. The lights in the High School upper gymnasium are now installed and the ceiling is in the process of being painted.

School Board Members, Jackie Hemmer and Kathy Rutter will perform the canvassing of ballots for the April 2010 election. The canvassing will take place at the St. Francis City Hall on Wednesday, April 7, 2010 at 11:45 a.m.

Business Manager Kelly reported on the following:

- 1) Business Manager Kelly presented information on the proposed 2010-2012 audit contract. The St. Francis and Cudahy administrators received and reviewed bid proposals for audit services. After evaluating all proposals, administration is recommending the Board approve the three-year contract with Schenck, S.C. After discussion and upon a motion by Ms. Rutter, seconded by Ms. Mayer, the three-year contract with Schenck, S.C. was unanimously approved.
- 2) Business Manager Kelly presented non-resident summer school fee information for review and discussion.
- 3) Business Manager Kelly reviewed the HP Thin Client lease request. Originally, when the District discussed Thin Client, the goal was to have 400 in place District-wide. Currently, the District has 120 Thin Clients in place. Administration is recommending the purchase of 252 new Thin Clients through a capital lease for approximately \$200,000. The lease for all of the Thin Clients would be about \$55,000-60,000 per year for four years. Discussion ensued. Business Manager Kelly will research lease information, as well as, wireless technology costs and report back to the Board at a future meeting.

Board Members reported on the following:

- 1) The “Green Eggs & Ham” annual breakfast is Wednesday, March 3, 2010 – 7:30 a.m. at Willow Glen Primary School.

There was no report from Superintendent Topinka.

There was no report from Board President Hemmer.

Upon motion by Ms. Rutter, seconded by Ms. Hemmer, the President declared the regular meeting adjourned at 7:46 p.m.

Approved by:

/original signed/

Kathleen A. Rutter
School Board Clerk

/original signed/

Jacqueline N. Hemmer
School Board President

ST. FRANCIS SCHOOL DISTRICT
4225 SOUTH LAKE DRIVE
ST. FRANCIS, WI 53235

REGULAR MEETING
HELD IN THE ST. FRANCIS HIGH SCHOOL LIBRARY
February 15, 2010

APPROVED MINUTES

President Jacqueline Hemmer called the meeting to order at 5:03 p.m.

Upon motion by Ms. Hemmer, seconded by Ms. Mayer, the Board adjourned into closed session in the St. Francis High School library according to Wisconsin State Statutes 19.85 (1)(c) for considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically, personnel issues.

PRESENT: Board Members Hemmer, Iwanski, Boknevit, Rutter*, Mayer and Superintendent Topinka

EXCUSED: None

VISITORS: Business Manager Kelly, Building Administrators DiStefano, Garcia-Velez and Mancl

*Joined closed session at approximately 5:20 p.m.

The President called closed session to order at 5:00 p.m. The Board reconvened into open session at approximately 6:30 p.m., taking the following action:

Upon motion by Mr. Boknevit, seconded by Mr. Iwanski, the Board unanimously approved the renewal of the three (3) administrative contracts as presented in closed session.

Upon motion by Ms. Hemmer, seconded by Mr. Iwanski, the Board unanimously approved the two (2) teacher non-renewals for the 2010-2011 school year as presented in closed session.

President Jacqueline Hemmer called the regular meeting to order at 6:30 p.m.

PRESENT: Board Members Hemmer, Iwanski, Boknevit, Rutter, Mayer, Superintendent Topinka and Business Manager Kelly

EXCUSED: None

VISITORS: Building Administrators DiStefano, Garcia-Velez and Mancl; Todd VanCaster – St. Francis High School Teacher; no additional public visitors (sign-in sheets retained in official minute book)

Superintendent Topinka reported that proper notification of this meeting has been posted in accordance with the open meeting laws of the State of Wisconsin.

A motion was made by Ms. Rutter, seconded by Mr. Boknevit to approve the agenda for February 15, 2010. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

COMMUNICATIONS TO THE BOARD: None

COMMENTS FROM VISITORS: None

CONSENT AGENDA ACTION ITEMS:

President Hemmer inquired if there was any item(s) that should be removed from the consent agenda. There was none.

Upon motion by Ms. Rutter, seconded by Mr. Boknevit, the following Consent Agenda Action Items were unanimously approved:

- Minutes of January 13, 2010
- Minutes of February 1, 2010
- Accounts payable bills totaling \$179,577.52 and payroll/payroll-related bills totaling \$530,942.28
- Personnel Items:
 1. The 2010 FMLA request for Janine Phillips, High School Science Teacher.
 2. The following athletic contracts for the 2009-2010 school year:

SFEA Athletic Contracts

Brandon Blahnik, Boys/Girls Asst. Track Coach, CII EA \$2,815.92

Non-SFEA Athletic Contracts

Steve Manske, Boys/Girls Asst. Track Coach, CII EA 1Yr \$1,689.55

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION:

High School Principal DiStefano presented a brief update on referendum projects at the High School. High School construction projects remain on schedule to start during the week of Spring break. New furniture is also in place in the remodeled front office at Deer Creek Intermediate School.

The following new/revised High School courses were presented for review and approval:

- New Course – Freshwater Studies (Freshwater Biology & Freshwater Chemistry). In addition, project “Lead the Way” will be added to the course offerings through the Carl Perkins Consortium.
- New Course(s) – Graphic Arts & Communications (GAC I, II and III)
- New Course(s) – British Literature (one semester required) / Exploring Non-Fiction (one semester) / Contemporary Literature (one semester)
- New Elective Course – Creative Publishing

Upon motion by Ms. Rutter, seconded by Mr. Boknevit, all proposed new courses were unanimously approved.

High School Principal DiStefano spoke briefly on the High School’s effort to collaborate with Milwaukee County on the possibility of utilizing Greene Park as the High School’s home baseball field. Athletic Director, John Kloppenburg and Boys’ Varsity Baseball Coach, Tony Goodenough will continue to research and more information will follow at a later date.

Superintendent Topinka presented a brief update on the progress of the District’s contractual plans with the St. Francis Historical Society to utilize space at Deer Creek Intermediate School.

Business Manager Kelly reported on the following:

- 1) Business Manager Kelly reviewed proposed adjustments to the 2009-2010 adopted budget. After discussion and upon motion by Mr. Boknevit, seconded by Ms. Rutter, the proposed adjustments to the 2009-2010 adopted budget were unanimously approved.
- 2) Business Manager Kelly presented the 2010-2011 preliminary budget assumptions for review and discussion.
- 3) Business Manager Kelly presented school fees for review. After discussion and upon motion by Ms. Rutter, seconded by Mr. Boknevit, the reduction in summer school fees from \$10.00 to \$5.00 per class for resident and open enrolled students was unanimously approved. Business Manager Kelly will present a fee proposal for non-resident students at a future meeting.

Board Members reported on the following:

- 1) The recent High School Booster Club’s fund raiser at Champps on February 3, 2010 was a huge success.
- 2) The St. Francis Association of Commerce Annual Spaghetti Dinner will be held on Sunday, March 21, 2010 at St. Paul’s Church from 11:00 a.m. to 6:00 p.m. It is a fun time, great food, and provides money for St. Francis High School scholarships each year.

There was no report from Superintendent Topinka.

Board President Hemmer reported on the following:

- 1) President Hemmer announced Attorneys Rob Buikema, Mary Hubacher and Joel Aziere, along with other attorneys from Davis & Kuelthau, S.C. are forming their own law firm. As the District has a long history with these three attorneys and more importantly is comfortable with their advice and commitment to the School District, President Hemmer recommends the District continue their legal services with this newly established law firm.

Upon motion by Mr. Boknevit, seconded by Ms. Rutter, the President declared the regular meeting adjourned at 8:11 p.m.

Approved by:

/original signed/

Kathleen A. Rutter
School Board Clerk

/original signed/

Jacqueline N. Hemmer
School Board President

ST. FRANCIS SCHOOL DISTRICT
4225 SOUTH LAKE DRIVE
ST. FRANCIS, WI 53235

REGULAR MEETING
HELD IN THE ST. FRANCIS HIGH SCHOOL LIBRARY
February 1, 2010

APPROVED MINUTES

President Jacqueline Hemmer called the meeting to order at 5:30 p.m.

Upon motion by Ms. Rutter, seconded by Mr. Boknevitz, the Board adjourned into closed session in the St. Francis High School library according to Wisconsin State Statutes 19.85 (1)(c) for considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically, personnel issues.

PRESENT: Board Members Hemmer, Iwanski, Boknevitz, Rutter, Mayer and Superintendent Topinka

EXCUSED: None

VISITORS: Business Manager Kelly*

*Joined closed session at 6:00 p.m.

The President called closed session to order at 5:30 p.m. Superintendent Topinka and Business Manager Kelly left the closed session at approximately 6:10 p.m. The Board reconvened into open session at approximately 6:30 p.m., taking no action.

President Jacqueline Hemmer called the regular meeting to order at 6:30 p.m.

PRESENT: Board Members Hemmer, Iwanski, Boknevitz, Rutter, Mayer, Superintendent Topinka and Business Manager Kelly

EXCUSED: None

VISITORS: Mr. Mark DiStefano – St. Francis High School Principal; no additional public visitors (sign-in sheets retained in official minute book)

Superintendent Topinka reported that proper notification of this meeting has been posted in accordance with the open meeting laws of the State of Wisconsin.

A motion was made by Mr. Boknevitz, seconded by Ms. Hemmer to approve the agenda for February 1, 2010. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

COMMUNICATIONS TO THE BOARD: None

COMMENTS FROM VISITORS: None

CONSENT AGENDA ACTION ITEMS:

President Hemmer inquired if there was any item(s) that should be removed from the consent agenda. Item #1 under Personnel was removed from the Consent Agenda and will be acted on as a separate item.

Upon motion by Mr. Boknevitz, seconded by Ms. Rutter, the following Consent Agenda Action Items were unanimously approved:

- Minutes of January 18, 2010
- Accounts payable bills totaling \$110,280.05; 2008 bond invoices totaling \$7,080.62 and payroll/payroll-related bills totaling \$407,872.33
- Personnel Items:
 1. The letter of resignation from Carla Herried, School Counselor effective June 11, 2010.
 2. The retirement request from Marilyn Jones, Special Education Paraprofessional effective June 11, 2010.
 3. The appointment of Elizabeth Schroeder as Elementary Intervention Specialist for the 2009-2010 school year.

Upon motion by Ms. Rutter, seconded by Ms. Hemmer, the Board unanimously rejected the letter of resignation from Jamie Orlowski, Special Education Teacher.

Upon motion by Mr. Boknevit, seconded by Ms. Rutter, the Board unanimously reaffirmed approval of the Boys/Girls Cross Country Cooperative Team Agreement for the 2010-2011 and 2011-2012 school years.

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION:

Superintendent Topinka and Business Manager Kelly presented a brief update on referendum projects. All construction projects remain on schedule and within budget.

The following new/revised School Board Policies were presented for review and approval:

- New Policy C-18 – Volunteer Policy and Handbook. Discussion ensued. Upon motion by Ms. Rutter, seconded by Mr. Iwanski, New Policy C-18 – Volunteer Policy and Handbook was unanimously approved as presented.
- New Policy D-21B – Assistive Technology and Services. Discussion ensued. Upon motion by Mr. Boknevit, seconded by Ms. Rutter, New Policy D-21B – Assistive Technology and Services was unanimously approved as presented.
- Revised Policy E-4 – Graduation Requirements. Building Administrator DiStefano reviewed the recommended changes to the policy. Upon motion by Mr. Boknevit, seconded by Ms. Rutter, revised Policy E-04 – Graduation Requirements was unanimously approved.

The Board reviewed information on the 2010 Summer School / Cool Program. Summer school classes will be held at Deer Creek Intermediate School this summer due to construction at the High School. Summer Cool (grades K4 through 8) is June 14, 2010 to July 23, 2010. High School Summer School (grades 9-12) is June 21, 2010 through July 23, 2010. Summer School/Cool registration is scheduled for Saturday, May 15th from 8:30 a.m. to 12:00 p.m. at Deer Creek Intermediate School.

There was no report from Business Manager Kelly.

Board Members reported on the following:

- 1) The High School Booster Club will sponsor a fund raiser at Champps on February 3, 2010 from 5:00 p.m. to 9:00 p.m.
- 2) In a recent fund raiser, Deer Creek Intermediate School raised \$1,300.00 for Haiti.

Superintendent Topinka reported on the following:

- 1) The School District was the recipient of the 2009 WSPRA “Spectrum Award” for the process used in passing a school referendum. Superintendent Topinka displayed the award.

There was no report from Board President Hemmer.

Upon motion by Mr. Boknevit, seconded by Mr. Iwanski, the President declared the regular meeting adjourned at 7:20 p.m.

Approved by:

/original signed/

Kathleen A. Rutter
School Board Clerk

/original signed/

Jacqueline N. Hemmer
School Board President

JOINT MEETING OF THE
ST. FRANCIS SCHOOL BOARD
AND
CUDAHY SCHOOL BOARD
HELD AT THE CUDAHY HIGH SCHOOL
4950 SOUTH LAKE DRIVE, CUDAHY, WI 53110
January 13, 2010

APPROVED MINUTES

Cudahy Board President Schacht called the meeting to order at 6:33 p.m. and led the Pledge of Allegiance.

ST. FRANCIS SCHOOL DISTRICT ROLL CALL:

MEMBERS PRESENT: President Hemmer, Vice President Iwanski, and Board Clerk Rutter

EXCUSED: Board Treasurer Boknevitcz and Board Member Mayer

ADMINISTRATION PRESENT: Superintendent Topinka and Business Manager Kelly

CUDAHY SCHOOL DISTRICT ROLL CALL:

MEMBERS PRESENT: Directors Flores, Haske, Kutka, Mulqueen, Schlunz, Schacht and Stanaszek

EXCUSED: None

ADMINISTRATION PRESENT: Superintendent Heiden, Director of Business Services Papala, Director of Student Services Banach and Director of Instructional Services Esenberg

ALSO PRESENT: Wisconsin State Senator Jeff Plale and Wisconsin State Representative Christine Sinicki

Proper notification of this meeting has been posted in accordance with the open meeting laws of the State of Wisconsin.

Formal introductions were made on behalf of both school districts, as well as, State Legislators.

Senator Plale and Representative Sinicki presented their introductory statements. A question and answer session followed (a record of the questions posed to State Legislators are retained in official minute book). Discussion ensued.

Upon motion by Cudahy School Board Director Stanaszek, seconded by Cudahy School Board Member Schlunz, the joint meeting adjourned at 7:55 p.m.

Approved by:

/original signed/

Kathleen A. Rutter
School Board Clerk

/original signed/

Jacqueline N. Hemmer
School Board President

ST. FRANCIS SCHOOL DISTRICT
4225 SOUTH LAKE DRIVE
ST. FRANCIS, WI 53235

REGULAR MEETING
HELD IN THE ST. FRANCIS HIGH SCHOOL LIBRARY
January 18, 2010

APPROVED MINUTES

President Jacqueline Hemmer called the meeting to order at 5:15 p.m.

Upon motion by Mr. Boknevtz, seconded by Mr. Iwanski, the Board adjourned into closed session in the St. Francis High School library for hearing pursuant to Wisconsin State Statutes 19.85 (1)(f) and Wisconsin State Statutes 119.25 and 120.13 (1) related to pupil expulsions.

PRESENT: Board Members Hemmer, Iwanski, Boknevtz, and Superintendent Topinka

EXCUSED: Board Members Rutter and Mayer

VISITORS: Parent and Student; Attorney Mary Hubacher – Davis & Kuelthau, S.C.;
Mr. Mark DiStefano, St. Francis High School Principal

The President called closed session to order at 5:15 p.m. The student, parent and Principal DiStefano were excused from the closed session meeting at approximately 5:50 p.m. The Board reconvened into open session at approximately 6:35 p.m., taking the following action:

Upon motion by Ms. Hemmer, seconded by Mr. Iwanski, the Board moved to expel the student brought forth for the expulsion hearing. Board Members Hemmer and Iwanski voted aye; Board Member Boknevtz voted nay. The student is hereby expelled from the School District of St. Francis, all classroom and school-related activities, as well as, School District premises, from this date forward until the student's 21st birthday. Per a recommendation by High School Principal DiStefano, the student may apply for probationary readmission to the St. Francis School District effective the 1st day of the 2010-2011 school year under conditions set forth in the expulsion order.

The closed session immediately following the expulsion hearing was cancelled.

President Jacqueline Hemmer called the regular meeting to order at 6:40 p.m.

PRESENT: Board Members Hemmer, Iwanski, Boknevtz, Superintendent Topinka and Business Manager Kelly

EXCUSED: Board Members Rutter and Mayer

VISITORS: Mr. Eric Ellison – C. G. Schmidt, Inc.; Mr. Pat Seitz – Eppstein Uhen Architects, Inc.; Ms. Margie Hamers /
Ms. Wendi Unger – Baker Tilly; six (6) additional public visitors (sign-in sheets retained in official minute book)

Superintendent Topinka reported that proper notification of this meeting has been posted in accordance with the open meeting laws of the State of Wisconsin.

A motion was made by Ms. Hemmer, seconded by Mr. Iwanski to approve the agenda for January 18, 2010. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

COMMUNICATIONS TO THE BOARD: None

COMMENTS FROM VISITORS: None

CONSENT AGENDA ACTION ITEMS:

President Hemmer inquired if there was any item(s) that should be removed from the consent agenda. There were none.

Upon motion by Mr. Boknevtz, seconded by Mr. Iwanski, the following Consent Agenda Action Items were unanimously approved:

- Minutes of January 4, 2010
- Minutes of January 11, 2010
- Accounts payable bills totaling \$361,011.21; 2008 bond invoices totaling \$1,591,052.58 and payroll/payroll-related bills totaling \$332,434.21
- Personnel Items:
 1. The 2010 FMLA request for Rebecca Ribar, District Psychologist.

2. The 2010-2011 school year FMLA request for Kari Podolski, Special Education Teacher.
3. The following extra-curricular/athletic contracts for the 2009-2010 school year:

SFEA Extra-Curricular Contracts

Paul Oestreich, Assistant Drama Director CV \$1,805.70

Non-SFEA Athletic Contracts

Tony Goodenough, Head Varsity Baseball Coach \$3,343.91

Upon motion by Ms. Hemmer, seconded by Mr. Boknevitz, the Board unanimously approved the High School Japanese class field trip requests to Arlington Heights, Illinois contingent upon an appropriate chaperone ratio compliant with Board policy.

Upon motion by Mr. Boknevitz, seconded by Mr. Iwanski, the Board unanimously approved the 8th grade class field trip request to Chicago, Illinois contingent upon an appropriate chaperone ratio compliant with Board policy.

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION:

Mr. Eric Ellison from C.G. Schmidt, Inc. presented an update on referendum projects. The front office and entrance projects are almost complete at Willow Glen. Finishing touches are being made on Deer Creek's front entry, while work continues on the Band Room. C.G. Schmidt is anticipating a 10 to 12 week turnaround for completion of projects. All construction projects remain on schedule and within budget.

Discussion ensued between the Board and the St. Francis Historical Society regarding a proposal to utilize space at Deer Creek Intermediate School's Community Room to house the Society's collection on a long-term temporary basis. The District will move forward with contractual plans with the St. Francis Historical Society.

Business Manager Kelly reported on the following:

1. Representatives from Baker Tilly – Ms. Margie Hamers and Ms. Wendy Unger presented the 2008-2009 audit of the District's financial statements.

Board Members reported on the following:

- 1) Board Treasurer Boknevitz announced the High School Booster Club will sponsor a fund raiser at Champs on February 3, 2010 from 5:00 p.m. to 9:00 p.m.

There was no report from Superintendent Topinka.

Board President Hemmer reported on the following:

- 1) Business Manager Kelly will be a featured speaker at the Wisconsin State Education Convention on Wednesday, January 20, 2010. Superintendent Topinka and Business Manager Kelly will also present, "How to Pass a Referendum When the Odds are Almost Completely Against You," the morning of January 22, 2010.

Upon motion by Mr. Boknevitz, seconded by Ms. Hemmer, the President declared the regular meeting adjourned at 8:15 p.m.

Approved by:

/original signed/

Russell J. Iwanski
Acting School Board Clerk

/original signed/

Jacqueline N. Hemmer
School Board President

ST. FRANCIS SCHOOL DISTRICT
4225 SOUTH LAKE DRIVE
ST. FRANCIS, WI 53235

SCHOOL BOARD WORK SESSION
HELD IN THE ST. FRANCIS HIGH SCHOOL LIBRARY
January 11, 2010

APPROVED MINUTES

President Jacqueline Hemmer called the work session to order at 5:04 p.m.

PRESENT: Board Members Hemmer, Iwanski, Boknevitz, Rutter*, Mayer, Superintendent Topinka and Business Manager Kelly

EXCUSED: Building Administrator Mancl

VISITORS: Building Administrators DiStefano and Garcia-Velez; no public visitors
(sign-in sheets retained in official minute book)

*Board Clerk Rutter arrived at approximately 5:45 p.m.

Superintendent Topinka reported that proper notification of this meeting has been posted in accordance with the open meeting laws of the State of Wisconsin.

A motion was made by Mr. Boknevitz, seconded by Mr. Iwanski to approve the agenda for January 11, 2010. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

BOARD POLICY WORK SESSION:

The following new/revised School Board Policies were presented for review and discussion:

- New Policy C-18 – Volunteer Policy and Handbook. Discussion ensued. With the new policy, school volunteers will be required to complete two (2) registration forms. A background check will be conducted and will be required to renew a volunteer contract every three (3) years, thereafter. Recommended revisions will be made to the proposed policy and the Board will review for approval at a future meeting.
- New Policy D-21B – Assistive Technology and Services. Discussion ensued. The Board requested Superintendent Topinka to make recommended revisions to Policy D-21B and bring back to a future School Board meeting for review/approval.
- Revised Policy D-3 – Code of Conduct / Dress Code. Discussion ensued. After discussion, the Board determined the policy will remain as is, with no revision necessary. The Board requested Building Administrators DiStefano and Garcia-Velez to develop a policy supplement to be distributed to students and parents.
- Revised Policy D-38 – Student Possession and Use of PECD's. After discussion, the School Board determined the policy will remain as is, with no revision necessary.
- Revised Policy E-4 – Graduation Requirements. Building Administrator DiStefano reviewed the recommended changes to the policy. Revisions will be made to the policy and brought back for further consideration at a future Board meeting.

Upon motion by Mr. Boknevitz, seconded by Ms. Rutter, the President declared the work session adjourned at 7:05 p.m.

Approved by:

/original signed/

Kathleen A. Rutter
School Board Clerk

/original signed/

Jacqueline N. Hemmer
School Board President

ST. FRANCIS SCHOOL DISTRICT
4225 SOUTH LAKE DRIVE
ST. FRANCIS, WI 53235

REGULAR MEETING
HELD IN THE ST. FRANCIS HIGH SCHOOL LIBRARY
January 4, 2010

APPROVED MINUTES

President Jacqueline Hemmer called the meeting to order at 5:32 p.m.

Upon motion by Ms. Hemmer, seconded by Ms. Rutter, the Board adjourned into closed session in the St. Francis High School library pursuant to Wisconsin State Statutes 19.85 (1)(c) for considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically, personnel issues, and;

Wisconsin State Statute 19.85 (1)(g) – Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or likely to become involved, specifically, pending legal matter.

PRESENT: Board Members Hemmer, Iwanski, Boknevit, Rutter, Mayer and Superintendent Topinka

EXCUSED: None

VISITORS: Ms. Julie Kelly, Business Manager

The President called closed session to order at 5:32 p.m. The Board reconvened into open session at 6:30 p.m., taking no action.

President Jacqueline Hemmer called the regular meeting to order at 6:30 p.m.

PRESENT: Board Members Hemmer, Iwanski, Boknevit, Rutter, Mayer, Superintendent Topinka and Business Manager Kelly

EXCUSED: None

VISITORS: Mr. Mark DiStefano – St. Francis High School Principal; Ms. Mary Kay Dickinson – District Library Media Specialist; Ms. Nicole Morawski – St. Francis High School Teacher; (sign-in sheets retained in official minute book)

Superintendent Topinka reported that proper notification of this meeting has been posted in accordance with the open meeting laws of the State of Wisconsin.

A motion was made by Ms. Hemmer, seconded by Ms. Mayer to approve the agenda for January 4, 2010. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

COMMUNICATIONS TO THE BOARD: None

COMMENTS FROM VISITORS: None

CONSENT AGENDA ACTION ITEMS:

President Hemmer inquired if there was any item(s) that should be removed from the consent agenda. There were none.

Upon motion by Ms. Hemmer, seconded by Ms. Rutter, the following Consent Agenda Action Items were unanimously approved:

- Corrected Minutes of December 14, 2009
- Accounts payable bills totaling \$188,582.04 and payroll/payroll-related bills totaling \$338,582.32
- Personnel Items: None

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION:

Superintendent Topinka and Business Manager Kelly presented a referendum update. All construction projects remain on schedule and within budget. The Deer Creek entrance is almost complete; Willow Glen's cafeteria floor tile is now installed and the walls of the new Science wing addition at the High School are in place. Representatives from C.G. Schmidt, Inc. will be presenting an update at the next regular Board meeting.

District Library Media Specialist, Ms. Mary Kay Dickinson introduced herself and presented a District Library Media Program Report to the Board. Ms. Dickinson spoke on the recent upgrade to the District's library software and its new capabilities, as well as, how the District is working closely with the St. Francis Public Library to offer more resources to students in the District.

St. Francis High School Principal, Mr. Mark DiStefano discussed the possibility of a cooperative agreement with St. Thomas More High School for cross-country events. Mr. DiStefano will explore the concept further with both St. Thomas More High School and Cudahy High School and present a further update to the Board at the January 18, 2010 meeting.

The Board discussed the proposed "Race to the Top" grant project. After discussion and upon motion by Ms. Hemmer, seconded by Ms. Rutter, the Board unanimously approved signing the Memorandum of Understanding for the "Race to the Top" grant project, with the understanding that upon grant approval, the District has ninety (90) days to decide whether or not they will participate.

The Board reviewed enrollment projection data in determining new Open Enrollment seats for the 2010-2011 school year. The District proposes to open a total of 89 new seats under the Open Enrollment Program. The breakdown is as follows:

<u>Grade</u>	<u>New Open Enrollment Seats*</u>
K4	0
K5	6
1st	8
2nd	3
3rd	6
4th	12
5th	12
6th	6
7th	0
8th	0
9th	36
10th	0
11th	0
12th	0

*All grades levels have additional wait lists.

The Board determined a limit of 36 new Open Enrollment seats at the 9th grade level. This is necessary in order to maintain class sizes in two required subjects, English and History, to no more than thirty (30) students per class. Based upon guidelines, the Board concluded that 89 new Open Enrollment seats with additional wait lists at all grade levels, along with providing additional seats for current tuition waivers, would assist in stabilizing the District's enrollment. Upon motion by Ms. Rutter, seconded by Ms. Hemmer, the approval of 89 new Open Enrollment seats, with additional wait lists at all grade levels, along with providing additional seats for current tuition waivers was approved by Board Members Hemmer, Iwanski, Rutter and Mayer. Board Member Boknevitc voted nay.

There was no report from the Business Manager.

Board Members reported on the following:

- 1) The "Breakfast with Santa" event held at the St. Francis Community Center was well attended.

Superintendent Topinka reported on the following:

- 1) The Board will have a policy work session on Monday, January 11, 2010 from 5:00 to 7:00 p.m. in the St. Francis High School Library.
- 2) A joint School Board meeting with the Cudahy School District and Senator Plale and Representative Sinicki is scheduled for Wednesday, January 13, 2010 at 6:30 p.m. at Cudahy High School.

There was no report from the Board President.

Upon motion by Ms. Rutter, seconded by Mr. Iwanski, the President declared the regular meeting adjourned at 7:58 p.m.

Approved by:

/original signed/

Kathleen A. Rutter
School Board Clerk

/original signed/

Jacqueline N. Hemmer
School Board President

School Board Minutes Archive
St. Francis School Board
2010