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

SCHOOL BOARD SPECIAL MEETING
HELD IN THE ST. FRANCIS HIGH SCHOOL LIBRARY
December 17, 2012

APPROVED MINUTES

Board President Boknevitz called the special meeting to order at 5:16 p.m.

Upon motion by Mr. Warwick, seconded by Ms. Bednarski, the Board adjourned into closed session according to Wisconsin State Statute 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 issue.

PRESENT: Board Members Boknevitz, Bednarski, Iwanski, Warwick, Feuling and Superintendent Thomsen

VISITORS: None

The President called closed session to order at 5:16 p.m. The Board reconvened into open session at approximately 5:35 p.m., taking no action.

President Boknevitz called the open session to order at 5:35 p.m.

PRESENT: Board Members Boknevitz, Bednarski, Iwanski, Warwick, Feuling and Superintendent Thomsen

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

Superintendent Thomsen 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. Warwick, seconded by Ms. Bednarski to approve the agenda for December 17, 2012. Motion was unanimously approved.

ACTION ITEMS:

Upon motion by Mr. Boknevitz, seconded by Ms. Bednarski, the motion to accept Business Manager - Julie Kelly’s resignation from the St. Francis School District effective January 10, 2013 contingent upon Ms. Kelly’s hire in the Muskego-Norway School District was unanimously approved.

Upon motion by Mr. Boknevitz, seconded by Ms. Bednarski, the motion to waive separation charges in exchange for twelve (12) days of transition service to the St. Francis School District was unanimously approved. Failure to fulfill the twelve (12) work days will result in charges of $401.92 per day.

Upon motion by Mr. Boknevitz, seconded by Mr. Iwanski, the President declared the special meeting adjourned at 5:51 p.m.

Approved by:

Brian Warwick
School Board Clerk

Robert G. Boknevitz
Board President
President Bokneitz called the meeting to order at 6:35 p.m.

PRESENT: Board Members Bokneitz, Bednarski, Iwanski, Warwick, Feuling, Superintendent Thomsen and Business Manager Kelly

VISITORS: Building Principals – Andrew Muszytowski; Mary Garcia-Velez; and Laurie Pogorzelski; Assistant Principal/Athletic Director – Michael Lewandowski and five (5) public visitors (sign-in sheets retained in official minute book)

Superintendent Thomsen 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 Ms. Bednarski to approve the agenda for December 10, 2012. Motion was unanimously approved.

TOUR OF THE HIGH SCHOOL BUILDING by Principal Muszytowski

PLEDGE OF ALLEGIANCE

COMMUNICATIONS TO THE BOARD: None

COMMENTS FROM VISITORS:

Mr. Mike McSweeney inquired if the St. Francis Dance Team schedule can be posted in schools along with other team schedules.

Mr. Jeff Obst requested clarification on State Open Meeting Laws.

CONSENT AGENDA ACTION ITEMS:

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

Upon motion by Mr. Iwanski, seconded by Ms. Bednarski, the following consent agenda action items were unanimously approved:

- Minutes of November 19, 2012
- Minutes of December 3, 2012
- Accounts payable expenditures totaling $167,531.25 and payroll/payroll-related expenditures totaling $474,654.48
- Personnel: None to Report

ST. FRANCIS HIGH SCHOOL PRESENTATION by Principal Muszytowski

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION:

Business Manager Kelly reported on the following:

1) 10-Year Maintenance Plan Review – The Board reviewed an up-to-date listing of the District’s capital projects and 10-year maintenance plan. Discussion ensued. The Board requested additional cost information for projects not yet addressed. No action was taken. Business Manager Kelly will present costing information at a future Board meeting.

2) Impact of Sequestration of St. Francis Federal Programs – At the Federal level, the Joint Select Committee on Deficit Reduction was unable to come to a resolution in identifying budgetary savings of at least $1.2 trillion over a 10-year period, starting with 2012. Due to this, an automatic reduction spending process has begun. Part of the reduction process is sequestration, which is the cancellation of budgetary resources to take effect January 2, 2013. It is anticipated that this reduction process will reduce $3.5-$4.1 billion in Federal funds to public education. The St. Francis School District currently receives Federal funds in the areas of the Title I-A and Title II-A grants, the IDEA (Individuals with Disabilities Education Act) grant and the Carl Perkins grant. Business Manager Kelly presented a breakdown of the District’s current funding levels and what may occur if the Federal cuts to education move forward as of January 2, 2013. Discussion ensued. The District will continue to monitor sequestration and the impact that it will have on the District budget going forward.
Superintendent Thomsen reported on the following:

1) Defining Pyramids of Interventions for RtI and PBIS – The Board reviewed material on Response to Intervention (RtI) and Positive Behavioral Intervention and Supports (PBIS) and how these initiatives are being implemented and realized in the St. Francis School District.

2) Curriculum Refinement (Common Core with Learner Outcomes) – The Common Core State Standards Initiative is a State-led effort coordinated by the National Governors Association Center for Best Practices (NGA Center) and the Council of Chief State School Officers (CCSSO). The Standards were developed in collaboration with teachers, school administrators, and experts to provide a clear and consistent framework to prepare our children for college and the workforce. Superintendent Thomsen presented information to the Board on how the Common Core State Standards are being implemented in the St. Francis School District.

3) 2013-2014 Calendar Development Update – Superintendent Thomsen presented information on the 2012-2013 school calendar, as well as, how the District plans to obtain input from teacher leaders and building leadership teams prior to making recommendations for the 2013-2014 calendar.

4) Deer Creek Robotics Team – Superintendent Thomsen presented a letter received from UW-Milwaukee Professor, Na Jin Seo in recognition and support of the Deer Creek Robotics Team. The letter compliments the Deer Creek Robotics Team #4435 composed of Deer Creek students – Izzy Boudnik, Blaize Adisek, Greyland Adisek and Jared Felber, on their motivation to learn, explore, and collaborate on different levels.

Upon motion by Mr. Warwick, seconded by Mr. Iwanski, the Board adjourned into closed session according to Wisconsin State Statute 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; 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 is likely to become involved, specifically, legal issue and personnel issues.

**PRESENT:** Board Members Boknevitz, Bednarski, Iwanski, Warwick, Feuling, Superintendent Thomsen and Business Manager Kelly

**VISITORS:** None

The President called closed session to order at 8:04 p.m. The Board reconvened into open session at approximately 8:35 p.m., taking no action.

Upon motion by Mr. Boknevitz, seconded by Mr. Iwanski, the President declared the regular meeting adjourned at 8:36 p.m.
ST. FRANCIS SCHOOL DISTRICT
4225 SOUTH LAKE DRIVE
ST. FRANCIS, WI 53235

SCHOOL BOARD SPECIAL MEETING
HELD IN THE ST. FRANCIS HIGH SCHOOL LIBRARY
December 3, 2012

APPROVED MINUTES

Board President Boknevitz called the meeting to order at 5:04 p.m.

Upon motion by Mr. Boknevitz, seconded by Mr. Warwick, the Board adjourned into closed session according to Wisconsin State Statute 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 Superintendent performance evaluation; and,

Wisconsin State Statute 19.85 (1)(f) for the consideration of financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons, if discussed in public, would likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations, specifically discussed, staff negotiations.

PRESENT: Board Members Boknevitz, Bednarski, Iwanski, Warwick, Feuling, Superintendent Thomsen and Business Manager Kelly

VISITORS: None

The President called closed session to order at 5:04 p.m. The Board reconvened into open session at approximately 5:32 p.m., taking no action.

President Boknevitz called the special meeting to order at 5:33 p.m.

PRESENT: Board Members Boknevitz, Bednarski, Iwanski, Warwick, Feuling, Superintendent Thomsen and Business Manager Kelly

VISITORS: SFSF Teacher(s) – Michelle Boening, Laura Cogburn, Gerriann Crawley, Jim Doolack, Ellen Erceg, Mary Pat Grafwallner, Stephanie Henkhaus, Nicole Hoffmann, Trudy Hundt, Debra Jordan, Michael King, Karen Kulig, Jack LoPresti, Sarah Marcet, Terri Nysse, Fay Sanfillippo, Emily Schmidt, Nikki Schuster, Todd VanCaster and Eileen Wagner (Sign-in sheets retained in official minute book)

Superintendent Thomsen 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. Bednarski, seconded by Mr. Iwanski to approve the agenda for December 3, 2012. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

COMMUNICATIONS TO THE BOARD:  None

COMMENTS FROM VISITORS:  None

CONSENT AGENDA ACTION ITEMS:

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

Upon motion by Ms. Bednarski, seconded by Mr. Iwanski, the following consent agenda action items were unanimously approved:

- Personnel:
  - The appointment of Lindsey Gerszewski as Secondary Physical Education Replacement Teacher during the 2012-2013 school year.
  - The appointment of Megan Ferguson as part-time ELL Intervention Specialist.
  - The following athletic contract for the 2012-2013 school year:

    Doug Sarver, Strength & Conditioning Coach
    3,500.00
REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION:

Business Manager Kelly reported on the following:

1) The proposed stipend for represented staff was presented for review and approval. Discussion ensued. Upon motion by Mr. Boknevitz, seconded by Mr. Iwanski, the proposed stipend for represented staff was approved as presented. Board Members Boknevitz, Bednarski, Iwanski and Warwick voted aye. Board Member Feuling abstained from the vote.

Superintendent Thomsen reported on the following:

1) Administrative job descriptions have been updated for Board review.

Upon motion by Mr. Warwick, seconded by Ms. Bednarski, the President declared the special meeting adjourned at 5:59 p.m.

Approved by:

Brian Warwick
School Board Clerk

Robert G. Boknevitz
Board President
ST. FRANCIS SCHOOL DISTRICT
4225 SOUTH LAKE DRIVE
ST. FRANCIS, WI 53235

SCHOOL BOARD REGULAR MEETING
HELD IN THE ST. FRANCIS HIGH SCHOOL LIBRARY
November 19, 2012

APPROVED MINUTES

Board President Bokneitz called the meeting to order at 5:30 p.m.

Upon motion by Mr. Bokneitz, seconded by Mr. Iwanski, the Board adjourned into closed session according to Wisconsin State Statute 19.85 (1)(f) for the consideration of financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons, if discussed in public, would likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations, specifically discussed, staff negotiations and personnel issue.

PRESENT: Board Members Bokneitz, Bednarski, Iwanski, Warwick, Superintendent Thomsen and Business Manager Kelly

EXCUSED: Board Member Feuling

VISITORS: District Legal Counsel - Attorney Robert Buikema - Buelow Vetter LLC

The President called closed session to order at 5:31 p.m. The Board reconvened into open session at approximately 6:29 p.m., taking no action.

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

PRESENT: Board Members Bokneitz, Bednarski, Iwanski, Warwick, Superintendent Thomsen and Business Manager Kelly

EXCUSED: Board Member Feuling

VISITORS: SFSD Teacher(s) – Brandon Blahnik, Jim Dorlack, Kathy Getchel, Michael King, Jack LoPresti, Angela Rackowski, Emily Schmidt, Todd VanCaster, Eileen Wagner and one (1) public visitor
(Sign-in sheets retained in official minute book)

Superintendent Thomsen 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. Warwick, seconded by Ms. Bednarski to approve the agenda for November 19, 2012. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

COMMUNICATIONS TO THE BOARD: None

COMMENTS FROM VISITORS: None

CONSENT AGENDA ACTION ITEMS:

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

Upon motion by Mr. Iwanski, seconded by Ms. Bednarski, the following consent agenda action items were unanimously approved:

- Minutes of November 5, 2012
- Accounts payable expenditures totaling $141,386.30 and payroll / payroll-related expenditures totaling $476,238.25
- Personnel:
  - The 2013 FMLA request for Erich Gottfried, High School Teacher.
  - The 2012-2013 FMLA request for Debra Foti-Ervin, Special Education Paraprofessional.
  - The appointment of John Derge as Secondary Social Studies Replacement Teacher during the 2012-2013 school year.
  - The following athletic/recreation contracts for the 2012-2013 school year:
    - Alyssa Basteheimer, Forensics Club Advisor 2,375.00
    - Phil Batkins, 8th Grade Boys Basketball Coach 1,461.00
    - Laura Carlson, HS Junior Class Advisor (Split Contract) 1,050.50
Christina Cattey, HS Junior Class Advisor (Split Contract) 1,050.50
Keith Chmielewski, 7th Grade Boys Basketball Coach 1,461.00
Ann DeCaria, 7th/8th Grade Girls Basketball Coach 1,461.00
Peter Graven, K-8 Club – Robotics 913.00
Lucas Meier, Little Dribblers Basketball Coach 500.00
Beth Obst, Winter Spirit Squad (Intermediate) 1,740.00
Melissa Zeman, Student Council (Intermediate) 1,462.00

Upon motion by Mr. Warwick, seconded by Mr. Ivanski, the High School Girls’ Basketball Team field trip request to Winona, Minnesota contingent upon appropriate chaperone ratio compliant with Board policy was unanimously approved.

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION:

Discussion ensued concerning proposed new Chapter 220 seats for the 2013-2014 school year and how the Chapter 220 Program impacts the tax levy. The 2013-2014 Inter-District Voluntary Transfer Agreement was also presented for discussion in conjunction with the approval of new Chapter 220 seats. Upon motion by Mr. Bokneitz, seconded by Ms. Bednarsi, the motion to approve a total of 32 continuing and displaced Chapter 220 seats for the 2013-2014 school year with no new additional seats and wait lists at each grade level was unanimously approved. Upon a separate motion by Mr. Ivanski, seconded by Ms. Bednarsi, the 2013-2014 Inter-District Voluntary Transfer Agreement was unanimously approved.

A presentation of State Superintendent Evers, “Fair Funding for Our Future Plan,” was reviewed by the Board.

Business Manager Kelly reported on the following:

1) The proposed stipend and 2012-2013 compensation recommendation for non-represented staff was presented for review and approval. Upon motion by Mr. Warwick, seconded by Mr. Ivanski, the proposed stipend for non-represented staff was unanimously approved as presented. Upon motion by Mr. Ivanski, seconded by Ms. Bednarsi, the 2012-2013 compensation recommendations for non-represented staff were unanimously approved.

2) The Recreation Department report was distributed for Board review. Discussion ensued.

3) Business Manager Kelly presented a virtual tour of the District’s website and answered questions posed by the Board.

Superintendent Thomsen reported on the following:

1) The Board will begin their review of the proposed Administrative Guidelines designed to “guide” Administration in the implementation of District policy. The anticipated target date for the completion of the Administrative Guidelines is August 1, 2013. The Board will schedule work sessions that will begin in late January to early February 2013 to start the review process.

2) Superintendent Thomsen shared with the Board an update on the St. Francis School District that was presented to all staff in November. The staff update highlighted topics, such as, the District’s mission, wellness initiative / insurance changes for the 2013-2014 school year and school accountability reports cards.

3) In observation of American Education Week, staff were provided with lunch on November 13, 2012.

4) The Board reviewed a copy of a recent staff wellness communication.

Board President Bokneitz reported on the following:

1) The Board moved to adopt the following resolution: “St. Francis Board of Education Position on Sequestration Urging Congress and the Administration to Mitigate Across-the-Board Cuts to Education Scheduled to Occur January 2, 2013.” Upon motion by Mr. Bokneitz, seconded by Ms. Bednarsi, the resolution was unanimously approved as presented.

2) The joint meeting between the City of St. Francis Common Council and the St. Francis School Board is scheduled for December 5, 2012 at 5:30 p.m. at the St. Ann Center for Intergenerational Care.

3) The Wisconsin State Education Convention is January 23-25, 2012 at the Frontier Airlines Center. Board members are encouraged to attend.

4) The Board will require scheduling a tentative special School Board meeting on Monday, December 3, 2012.

The scheduled closed session was cancelled.

Upon motion by Mr. Warwick, seconded by Mr. Ivanski, the President declared the regular meeting adjourned at 8:01 p.m.

Approved by:

[Signature]
Brian Warwick
School Board Clerk

[Signature]
Robert G. Bokneitz
Board President
President Boknevitz called the meeting to order at 6:01 p.m.

PRESENT: Board Members Boknevitz, Iwanski, Warwick, Feuling, Superintendent Thomsen and Business Manager Kelly

EXCUSED: Board Vice President Bednarski

VISITORS: Deer Creek Principal - Mary Garcia-Velez; SFHS Principal - Andrew Musytwiski; SFHS Assistant Principal/Athletic Director - Michael Lewandowski; SFSD Teacher(s) - Dawnene Andre, Teresa Coplan, Kelli Krall, Michael King and five (5) public visitors (sign-in sheets retained in official minute book)

Superintendent Thomsen 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. Warwick to approve the agenda for November 5, 2012. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

COMMUNICATIONS TO THE BOARD: None

COMMENTS FROM VISITORS: None

PRESENTATION / TOUR OF DEER CREEK INTERMEDIATE SCHOOL by Principal Garcia-Velez

CONSENT AGENDA ACTION ITEMS:

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

Upon motion by Mr. Iwanski, seconded by Mr. Warwick, the following consent agenda action items were unanimously approved:

- Minutes of October 15, 2012
- Minutes of October 22, 2012
- Accounts payable expenditures totaling $162,189.85 and payroll / payroll-related expenditures totaling $348,237.76
- Personnel:
  - The 2012-2013 Family and Medical Leave request for Trace Lindgren, High School Teacher.
  - The appointment of Robert Fredrickson as part-time Intervention Specialist.
  - The appointment of Beverly Sjobom as part-time Lunch/Playground Supervisor.

Upon motion by Mr. Warwick, seconded by Mr. Boknevitz, the District monetary donation of $100.00 from Paul and Cindy Paprocki to be designated towards the Band Program in gratitude for a drum line performance in their community was unanimously approved.

Upon motion by Mr. Iwanski, seconded by Ms. Feuling, the renewal of the existing boys’ soccer cooperative agreement(s) with the Cudahy School District for the school years of 2013-2014 and 2014-2015 were unanimously approved.

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION:

Information on the newly developed Post Secondary Transition Day scheduled for December 12, 2012 was presented for review and approval. The Post Secondary Transition Day at the St. Francis High School was developed to assist students in clarifying post-secondary school and career options. The EXPLORE® and PLAN® tests assess 9th and 10th grade students in the areas of English, Math, Science, and Reading, along with career and educational assessments. In addition, 11th grade students will take the PRACTICE ACT®, while 12th grade students will have the option of going on personal college visits that day, taking the ACCUPLACER® or the ASVAB. Discussion ensued. Upon motion by Mr. Boknevitz, seconded by Mr. Iwanski, the ACT College Readiness / SFHS Post-Secondary Transition Day was unanimously approved as presented.
Deer Creek Principal Garcia-Velez presented the Initial Educator / Mentor Program Handbook for review and answered questioned posed by the Board.

SFHS Assistant Principal / Athletic Director Lewandowski gave a brief update on the progress of the academic interventions in place to assist student-athletes pursue excellence in the classroom, as well as, in athletics and extra-curricular activities.

Business Manager Kelly reported on the following:

1) Wellness Initiative – Information was presented on ways the District will begin to utilize healthcare benefits to promote preventative care through wellness programming. A proposal was presented to implement a Wellness Program Initiative and Guiding Beliefs, as well as form a Wellness Committee that would set goals and maintain wellness programming throughout the year and beyond. A Health Risk Assessment Option for employees was also presented for approval. With this option, employees who participate in an annual health risk assessment completed by a primary care physician of the employee’s choice will continue to contribute 10% towards their health insurance premium. Those employees that choose not to participate in the annual health risk assessment will be required to contribute 14% towards their health insurance premium. Discussion ensued. Upon motion by Mr. Bokneitz, seconded by Mr. Warwick, the Wellness Program Initiative, Guiding Beliefs, and Employee Health Risk Assessment Option were unanimously approved as presented.

2) Capital Projects – Deer Creek Building Boiler System – Recently, the District lost one of the three boilers that operate the heat and hot water systems at the Deer Creek Rec Building. To repair the existing outdated boiler, it would cost the District a minimum of $9,000 in repairs. Administration is recommending the Board approve hiring Fredericksen Engineering as a consultant to design a new boiler system for the Deer Creek Rec Building. Fredericksen Engineering previously worked with the District during the referendum project to design the current HVAC system at the High School. Discussion ensued. Upon motion by Mr. Bokneitz, seconded by Mr. Iwanski, the hire of Fredericksen Engineering as consultant was unanimously approved.

3) Capital Projects – Building Egress Proposal – During the 2012-2013 school year, the District has updated a majority of the Crisis, Safety and Critical Incidents Plan. The only documents that remain to be updated are the emergency egress plans. The emergency egress plans are required not only for the Crisis, Safety and Critical Incidents Plan, but are also necessary for each classroom/office. Administration presented a proposal from Eppstein Uhen Architects to complete the project of developing standard egress maps, framed and mounted in each classroom. The cost associated with the completion of this project is estimated at $13,000.00 but may vary based on actual time spent. Discussion ensued. The Board requested the District to research options for completing this project in-house. Business Manager Kelly will research and report back to the Board at a future meeting.

4) A copy of the 2012-2013 School Funding and Budgetary Refinement document was presented. This document will also be available for review on the District’s website.

Superintendent Thomsen reported on the following:

1) School Accreditation Process / AdvancED – A proposal to approve the AdvancED District Accreditation Process for the St. Francis School District was presented. Accreditation is a voluntary method of quality assurance developed more than 100 years ago by American universities and secondary schools, and designed primarily to distinguish schools adhering to a set of educational standards. Today, accreditation examines the whole institution – the programs, the cultural context, the community of stakeholders – to determine how well the parts work together to meet the needs of students. The total approximate cost over 5 years to the District is $15,440 or $3,088 per year. Discussion ensued. Upon motion by Mr. Warwick, seconded by Ms. Feuling, the AdvancED District Accreditation Process for the St. Francis School District was unanimously approved.

2) NEOLA Administrative Guidelines Update – A complete listing of the Administrative Guidelines and recommendations were presented for Board review and discussion. Administration requests the Board to review the list and identify the Administrative Guidelines the Board would like to review further. Board Members will submit their lists to Dr. Thomsen by November 12, 2012.

3) School Accountability Report Cards Update – The St. Francis School District has communicated the outcomes of Wisconsin’s first School Accountability Report Cards to our school community members. The Administrative Leadership Team is carefully analyzing the school results and refining school improvement plans to assure continuous improvement. Specific data and improvement plans will be shared by Building Principals at future Board meetings.

4) Cell Phone, Texting and Driving Communication to the SPSD Community – A communication was distributed to High School students regarding the new Wisconsin laws being implemented November 1, 2012. Current Wisconsin State Law prohibits text messaging while driving. Effective November 1st, the law expands to prohibit probationary drivers from using cell phones while driving. The only exception will be in cases of emergency. This new law covers those who have instructor permits to probationary licenses, which are typically 15½ years to 19 years of age.

5) Deer Creek Intermediate School Community Traffic Notification – A communication was sent home to parents of Deer Creek students addressing certain problems which are occurring due to the traffic exiting restrictions at Deer Creek.

6) St. Francis School District – School Board Notice of Election was presented for review. The three-year term of Russell J. Iwanski and the remaining Board appointment of Margaret Feuling will expire on April 22, 2013. Two (2) persons will be elected to fill the two (2) 3-year terms on the St. Francis School Board. Candidacy papers and forms will be available in the District Office beginning December 3, 2012.
Upon motion by Mr. Bokneitz, seconded by Mr. Iwansi, the Board adjourned into closed session according to Wisconsin State Statute 19.85 (1)(f) the consideration of financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons, if discussed in public, would likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations, specifically discussed, staff negotiations and personnel issue.

PRESENT: Board Members Bokneitz, Iwansi, Warwick, Feuling, Superintendent Thomsen and Business Manager Kelly

EXCUSED: Board Vice President Bednarski

VISITORS: None

The President called closed session to order at 8:44 p.m. The Board reconvened into open session at approximately 9:12 p.m., taking no action.

Upon motion by Mr. Iwansi, seconded by Mr. Bokneitz, the President declared the regular meeting adjourned at 9:13 p.m.

Approved by:

[Signature]
Brian Warwick
School Board Clerk

[Signature]
Robert G. Bokneitz
Board President
President Boknevitz called the special meeting to order at 5:15 p.m.

PRESENT: Board Members Boknevitz, Iwanski, Bednarsi, Warwick, Feuling, Superintendent Thomsen and Business Manager Kelly

VISITORS: St. Francis High School Teacher(s) – Jim Dorlack, Trudy Hundt and Todd VanCaster (sign-in sheets retained in official minute book)

*Board Treasurer Iwanski arrived at approximately 5:25 p.m.

Superintendent Thomsen 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. Bednarsi, seconded by Mr. Warwick to approve the agenda for October 22, 2012. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

COMMUNICATIONS TO THE BOARD: None

COMMENTS FROM VISITORS: None

CONSENT AGENDA ACTION ITEMS:

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

Upon motion by Mr. Boknevitz, seconded by Ms. Bednarsi, the following consent agenda action items were unanimously approved:

- Personnel:
  - The extra classes overload stipend agreement for Dan Schramka, Business Education Teacher for the remainder of 1st semester of the 2012-2013 school year.

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION:

Business Manager Kelly reported on the following:

1) The 2012-2013 budget was presented for review and approval. Discussion ensued. Upon motion by Mr. Boknevitz, seconded by Ms. Bednarsi, the 2012-2013 budget was unanimously approved as presented.

2) Business Manager Kelly presented the 2012-2013 tax levy certification for approval. Upon motion by Mr. Iwanski, seconded by Mr. Boknevitz, the 2012-2013 tax levy certification of $6,931,033.00 was unanimously approved.

Superintendent Thomsen reported on the following:

1) The SFSD School Report Card summaries were presented for review and discussion.

Upon motion by Mr. Warwick, seconded by Mr. Boknevitz, the President declared the special meeting adjourned at 6:41 p.m.

Approved by:

Brian Warwick
School Board Clerk

Robert G. Boknevitz
Board President
ST. FRANCIS SCHOOL DISTRICT  
4225 SOUTH LAKE DRIVE  
ST. FRANCIS, WI 53235

SCHOOL BOARD REGULAR MEETING  
HELD IN THE ST. FRANCIS HIGH SCHOOL LIBRARY  
October 15, 2012

APPROVED MINUTES

Board President Bokneitz called the meeting to order at 5:45 p.m.

Upon motion by Mr. Bokneitz, seconded by Mr. Iwanski, the Board adjourned into closed session according to Wisconsin State Statute 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; and,

Wisconsin State Statute 19.85 (1)(e) deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session; and,

Wisconsin State Statute 19.85 (1)(f) the consideration of financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons, if discussed in public, would likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations; and,

Wisconsin State Statute 19.85 (1)(g) for 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 is likely to become involved, specifically discussed, staff negotiations; personnel issues; and legal issue/grievance.

PRESENT: Board Members Bokneitz, Iwanski, Warwick, Feuling, Superintendent Thomsen and Business Manager Kelly

EXCUSED: Board Vice President Bednarski

VISITORS: District Legal Counsel - Attorney Mary Hubacher - Buelow Vetter LLC

The President called closed session to order at 5:45 p.m. The Board reconvened into open session at approximately 6:30 p.m., taking no action.

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

PRESENT: Board Members Bokneitz, Iwanski, Warwick, Feuling, Superintendent Thomsen and Business Manager Kelly

EXCUSED: Board Vice President Bednarski

VISITORS: SFSD Teacher(s) – Michelle Boening, Michael King and nine (9) public visitors  
(Sign-in sheets retained in official minute book)

Superintendent Thomsen 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. Warwick, seconded by Mr. Iwanski to approve the agenda for October 15, 2012. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

COMMUNICATIONS TO THE BOARD: None

COMMENTS FROM VISITORS:
Becky and Chris Bontempo presented a letter to the Board regarding the School Board meeting held on October 1, 2012 and the St. Francis Dance Team’s Disney field trip request.

CONSENT AGENDA ACTION ITEMS:
President Bokneitz inquired if there was any item(s) that should be removed from the consent agenda. There was none.

Upon motion by Mr. Iwanski, seconded by Mr. Warwick, the following consent agenda action items were unanimously approved:

- Minutes of October 1, 2012
Accounts payable expenditures totaling $260,885.67 and payroll / payroll-related expenditures totaling $481,880.60

Personnel:
- The resignation of Elizabeth Dugan, Business Education Teacher effective October 5, 2012.
- The 2012-2013 Family and Medical Leave request for David Santi, High School Teacher.

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION:

Superintendent Thomesen presented a request for an additional School Board meeting on Monday, October 22, 2012 at 5:00 p.m. in the High School library. At this meeting, the 2012-2013 budget and tax levy will be presented for review and approval. Upon motion by Mr. Iwanski, seconded by Ms. Feuling, the request for an additional meeting on Monday, October 22, 2012 was unanimously approved.

Business Manager Kelly reported on the following:

1) The 2012-2013 budgetary refinement was presented for Board review and discussion.

Superintendent Thomesen reported on the following:

1) The 2012-2013 Systems and Priorities document was presented for Board review and approval. Discussion ensued and the Board was provided feedback on the document. Upon motion by Mr. Boknevitz, seconded by Mr. Iwanski, the 2012-2013 Systems and Priorities document was approved as presented.

2) The SFSD School Report Cards continue to be under an embargo order from the Department of Public Instruction until the new release date scheduled on October 22, 2012. Beginning this school year, specifically October 22, 2012, all schools will receive a report card. The ratings on this report card are based on much more than test data and give a complete picture of school performance to parents, teachers, administrators and the public.

3) The SFHS National Honor Society will sponsor a fundraising “Dodge Ball Tournament” on November 9, 2012 at 5:30 p.m.

Board President Boknevitz reported on the following:

1) An update on the recent Wisconsin Association of School Board 2012 Fall Regional Meeting held on October 10th was presented.

2) The location of the November 5, 2012 regular School Board meeting will be at Deer Creek Intermediate School with a possible building tour at the start of the meeting.

3) The Board will begin the NEOLA Administrative Guidelines review process in November. More information will be presented at a later date.


5) The joint meeting between the City of St. Francis Common Council and St. Francis School Board is scheduled for December 5, 2012 at 5:30 p.m. at the St. Ann Center for Intergenerational Care.

Upon motion by Mr. Boknevitz, seconded by Mr. Iwanski, the President declared the regular meeting adjourned at 7:26 p.m.

Approved by:

[Signature]
Brian Warwick
School Board Clerk

[Signature]
Robert G. Boknevitz
Board President
ST. FRANCIS SCHOOL DISTRICT  
4225 SOUTH LAKE DRIVE  
ST. FRANCIS, WI 53235  

SCHOOL BOARD REGULAR MEETING  
HELD IN THE WILLOW GLEN PRIMARY SCHOOL LIBRARY  
October 1, 2012  

APPROVED MINUTES

Board President Bokneitz called the meeting to order at 6:00 p.m.

Upon motion by Mr. Iwanski, seconded by Ms. Bednarski, the Board adjourned into closed session according to Wisconsin State Statutes 19.85 (1)(c)(e) for considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; and, the deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, specifically, staff negotiations.

The President called closed session to order at 6:00 p.m. The Board reconvened into open session at approximately 6:25 p.m., taking no action.

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

PRESENT:  Board Members Bokneitz, Bednarski, Iwanski, Warwick, Feuling, Superintendent Thomsen and Business Manager Kelly

VISITORS:  Building Principals – Muszytowski, Garcia-Velez and Pogorzelski; Willow Glen Teacher – Debra Jordan and two (2) public visitors (sign-in sheets retained in official minute book)

Superintendent Thomsen 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. Warwick, seconded by Ms. Bednarski to approve the agenda for October 1, 2012. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

COMMUNICATIONS TO THE BOARD:  None

COMMENTS FROM VISITORS:  None

SPECIAL PRESENTATION BY WILLOW GLEN PRINCIPAL POGORZELSKI:

Willow Glen Principal Pogorzelski gave a brief presentation on Willow Glen’s initiatives for 2012-2013. Principal Pogorzelski distributed a handout outlining three focus points for Willow Glen - culture, curriculum and competence. Principal Pogorzelski also shared upcoming important dates at Willow Glen Primary School.

CONSENT AGENDA ACTION ITEMS:

President Bokneitz inquired if there was any item(s) that should be removed from the consent agenda. The recommendation to remove the St. Francis Recreation / Athletic Department appointments from the Consent Agenda and move to separate line item was unanimously approved.

Upon motion by Mr. Warwick, seconded by Mr. Iwanski, the following consent agenda action items were unanimously approved:

- Minutes of September 17, 2012
- Accounts payable expenditures totaling $103,627.54 and payroll / payroll-related expenditures totaling $725,959.68
- Personnel:
  - The 2012 Family and Medical Leave request for Susan Clarey, Intermediate School Teacher.
  - The 2012 Family and Medical Leave request for Trudy Hundt, High School Teacher.

Upon motion by Mr. Warwick, seconded by Ms. Feuling, the appointments of Catherine Bokneitz and Austin Iwanski as Recreation Workers for the St. Francis Recreation / Athletic Department was approved. Board Members Bednarski, Warwick and Feuling voted aye. Board Members Bokneitz and Iwanski abstained from voting.
Upon motion by Mr. Boknevizt, seconded by Mr. Iwanski, the Southwest Consortium Vocational Agreement was unanimously approved.

Upon motion by Mr. Boknevizt, seconded by Mr. Warwick, the Southwest Consortium Non-Vocational Agreement was unanimously approved.

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION:

The annual trip to Costa Rica in June 2013 was presented for approval. Upon motion by Mr. Boknevizt, seconded by Mr. Iwanski, the 8th grade class field trip to Costa Rica in June 2013 was unanimously approved contingent upon compliance with Board Policy 2340. The Board expressed their appreciation to Mr. Graven for his continued efforts in providing a unique opportunity for students, parents and the St. Francis community.

The St. Francis Recreation Dance Program presented a request to the St. Francis School Board for approval to travel to Florida with the Wisconsin Dance Connection. There are four (4) girls from the Recreation Dance Program that have an opportunity to perform four routines at Disney World with dancers from across the State of Wisconsin. The cost of the trip is $1,380 per dancer, which includes transportation, hotel, performance costumes, theme park admissions, food and the educational dance workshops. The St. Francis Recreation Department funded $150.00 per dancer and teacher through fundraisers conducted through parents through the St. Francis Recreation Dance Program. Discussion ensued. Upon motion by Mr. Iwanski, seconded by Ms. Bednarski, the St. Francis Recreation Dance Program field trip request to Florida October 30th through November 4th was unanimously approved contingent upon compliance with Board Policy 2340.

Business Manager Kelly reported on the following:

1) The 2012-2013 budget update was presented for review and discussion.

Superintendent Thomsen reported on the following:

1) Additional information was shared on the State of Wisconsin’s accountability system reform request to the U.S. Department of Education. Wisconsin is building a new system of accountability that ensures all Wisconsin students graduate ready for success in college and/or a career. Superintendent Thomsen reviewed new scoring metrics and changes as to how scores will be reported.
2) The updated 2012-2013 Professional Development Plan was presented for review. The Plan, which was Board approved in August 2012, has been updated to better communicate the alignment to the Systems and Priorities within the District.
3) Information on the 8th grade ACT EXPLORE test scheduled on Thursday, October 18th was presented for review and discussion.
4) Ms. Teresa Goodier from the Department of Public Instruction has reported the St. Francis School District has successfully completed the required Special Education Self-Assessment and no further steps are required.

Board President Boknevizt reported on the following:

1) All Board Members plan to attend the Wisconsin Association of School Board’s 2012 Fall Regional Meeting on October 10th at the Preserve at Deer Creek Golf Course in New Berlin.
2) The joint meeting between the City of St. Francis Common Council and St. Francis School Board is tentatively scheduled for December 12, 2012.

Upon motion by Mr. Warwick, seconded by Ms. Bednarski, the President declared the regular meeting adjourned at 7:54 p.m.

Approved by:

Brian Warwick
School Board Clerk

Robert G. Boknevizt
Board President
ST. FRANCIS SCHOOL DISTRICT  
4225 SOUTH LAKE DRIVE 
ST. FRANCIS, WI 53235  

SCHOOL BOARD REGULAR MEETING  
HELD IN THE ST. FRANCIS HIGH SCHOOL LIBRARY  
September 17, 2012  

APPROVED MINUTES  

Board President Bokneitz called the meeting to order at 5:30 p.m.  

PRESENT:  Board Members Bokneitz, Bednarski, Iwanski, Warwick, Superintendent Thomsen and Business Manager Kelly  

VISITORS:  Mrs. Margret Feuling and Ms. Karen Meador  

Interviews for the appointment of Board Member were conducted. Two candidates, Mrs. Margret Feuling and Ms. Karen Meador were interviewed by the Board of Education.  

After the interviews and upon motion by Mr. Warwick, seconded by Ms. Bednarski, the Board adjourned into closed session 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, deliberation of School Board Member appointment interviews.  

The President called closed session to order at 6:10 p.m. The Board reconvened into open session at approximately 6:25 p.m., taking the following action:  

Upon motion by Mr. Bokneitz, seconded by Mr. Iwanski, the motion to appoint Mrs. Margret Feuling as Board Member was unanimously approved.  

OATH OF OFFICE:  

School Board Clerk, Brian Warwick, administered the Oath of Office to newly appointed Board Member, Margret Feuling.  

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

PRESENT:  Board Members Bokneitz, Bednarski, Iwanski, Warwick, Feuling, Superintendent Thomsen and Business Manager Kelly  

VISITORS:  SFHS Principal Muszytowski; SFHS Assistant Principal/Athletic Director Lewandowski; City of St. Francis Alderman McSweeney; and five (5) public visitors (sign-in sheets retained in official minute book)  

Superintendent Thomsen 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. Bednarski, seconded by Mr. Iwanski to approve the agenda for September 17, 2012. Motion was unanimously approved.  

PLEDGE OF ALLEGIANCE  

COMMUNICATIONS TO THE BOARD:  None  

COMMENTS FROM VISITORS:  None  

CONSENT AGENDA ACTION ITEMS:  

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

Upon motion by Mr. Warwick, seconded by Ms. Bednarski, the following consent agenda action items were unanimously approved:  

- Minutes of September 10, 2012  
- Accounts payable expenditures totaling $38,192.42  
- Personnel:  
  - The 2012-2013 Family and Medical Leave request for Nina Santi, High School Teacher.  

Upon motion by Mr. Bokneitz, seconded by Ms. Bednarski, the “Resolution Authorizing Temporary Borrowing in Amount Not to Exceed $2,800,000 Pursuant to Section 67.12 (8)(a)1, Wis. Stats.” was unanimously approved.
REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION;

St. Francis High School Principal, Mr. Andrew Muszytowski and Assistant Principal/Athletic Director, Mr. Mike Lewandowski presented information on the Woodland Conference, as well as, the Homecoming festivities scheduled at the High School.

Business Manager Kelly reported on the following:

1) The 2011-2012 budget summary was presented for review and discussion.
2) Preliminary enrollment data and its impact on the 2012-2013 budget were presented for review and discussion.

Superintendent Thomsen reported on the following:

1) Information was shared on the State of Wisconsin’s accountability system reform request to the U.S. Department of Education. Wisconsin is building a new system of accountability that ensures all Wisconsin students graduate ready for success in college and/or a career. To prepare for these increased expectations, the State submitted a request to the U.S. Department of Education to reform the accountability system. These reforms change the test that will be used by replacing the WKCE and change the way in which scores are reported.
2) Information on the timeline and requirement elements of the 2011 Wisconsin Act 166 was presented for discussion. The 2011 Wisconsin Act 166, published in April 2012, requires the Department of Public Instruction (DPI) to develop an educator effectiveness evaluation system and an equivalency process aligned with this system for the evaluation of teachers and principals of public schools, including teacher and principals of independent charter schools.
3) Information was shared on the proposed ACT Assessment Suite to replace the current WKCE 10th grade test. Under the proposal, all Wisconsin public high school juniors would take the ACT college admissions test under an education budget initiative that would include the four-test ACT Suite for career planning and accountability.
4) A grading and reporting update was presented for discussion. This school year, the 4th grade will be transitioning to a standards-based report card. The report card will be similar to the District’s current 3rd grade report card, but will include 4th grade learning targets. The District will implement the same transition with 5th grade report cards in the 2013-2014 school year. This approach provides parents with a level of learning target specificity that is important and developmentally appropriate for grades 4 and 5. In summary, two years from now, grades K-4 will be standards-based, reporting student progress on specific learning targets aligned to the Common Core and grades 6-12 will continue to be letter grade based.
5) The Administrative Leadership Team and Superintendent expectations were presented for review.

Board President Bokneitz reported on the following:

1) An update on the Board’s participation in the recent St. Francis Days Parade.
2) The Business of the Year dinner is scheduled for September 26, 2012.

Upon motion by Mr. Bokneitz, seconded by Mr. Iwanski, the President declared the regular meeting adjourned at 8:18 p.m.

Approved by:

[Signature]
Brian Warwick
School Board Clerk

[Signature]
Robert G. Bokneitz
Board President
ST. FRANCIS SCHOOL DISTRICT  
4225 SOUTH LAKE DRIVE  
ST. FRANCIS, WI 53235  

SCHOOL BOARD REGULAR MEETING  
HELD IN THE WILLOW GLEN PRIMARY SCHOOL LIBRARY  
September 10, 2012  

APPROVED MINUTES

President Boknevitc called the regular meeting to order at 6:15 p.m.

PRESENT:  Board Members Boknevitz, Bednarski, Iwanski, Warwick, Superintendent Thomsen and Business Manager Kelly

VISITORS:  Building Principals – Andrew Muszytowski, Mary Garcia-Velez, and Laurie Pogorzelski; District Technology Coordinator – Steve Erickson; SFSD Teachers – Laura Cogburn, Mary Pat Graffwallner, and Kathy Reeves; six (6) public visitors (sign-in sheets retained in official minute book)

Superintendent Thomsen 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. Warwick, seconded by Ms. Bednarski to approve the agenda for September 10, 2012. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

COMMUNICATIONS TO THE BOARD:  None

COMMENTS FROM VISITORS:  None

CONSENT AGENDA ACTION ITEMS:

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

Upon motion by Ms. Bednarski, seconded by Mr. Warwick, the following consent agenda action items were unanimously approved:

- Minutes of August 20, 2012
- Minutes of August 28, 2012
- Accounts payable expenditures totaling $187,783.22 and payroll / payroll-related expenditures totaling $476,369.72.
- Personnel:  
  - The appointment of Susan Michalski as Primary School Teacher (Grade K5) for the 2012-2013 school year.
  - The appointment of Steven Shaw as part-time Intervention Specialist (Math) for the 2012-2013 school year.
  - The appointment of Joan Czarnecki as part-time HIS Supervisory Aide for the 2012-2013 school year.
  - The appointment of Kali Johnson as part-time HIS Supervisory Aide for the 2012-2013 school year.
  - The appointment of Bonnie Maneeck as part-time HIS Supervisory Aide for the 2012-2013 school year.
  - The appointment of Theresa Campbell as part-time Lunchroom / Playground Supervisor for the 2012-2013 school year.
  - The following extra-curricular contracts for the 2012-2013 school year:
    - Mark Edwards, Assistant Drama Director* 1,827.00
    - John Herman, PI-34 Mentor 1,000.00
    - Paul Oestreiche, Drama Director* 4,750.00
    - Fay Sanfilippo, PI-34 Mentor 1,000.00

*This contract replaces prior contract approved /issued August 20, 2012.
September 10, 2012  
St. Francis School Board  
Minutes of Regular Meeting

Superintendent Thomsen reported on the following:

1) Superintendent Thomsen presented an update on the 2012-2013 opening of District schools.

Upon motion by Mr. Warwick, seconded by Mr. Iwanski, the President declared the regular meeting adjourned at 6:20 p.m.

Approved by:  
Brian Warwick  
School Board Clerk

Robert G. Bokneevitz  
Board President
ST. FRANCIS SCHOOL DISTRICT  
4225 SOUTH LAKE DRIVE  
ST. FRANCIS, WI 53235  

SCHOOL BOARD SPECIAL MEETING  
HELD IN THE ST. FRANCIS HIGH SCHOOL LIBRARY  
August 28, 2012  

APPROVED MINUTES

Board President Boknevitz called the special meeting to order at 7:01 p.m.

PRESENT: Board Members Boknevitz, Iwanski, Warwick, Superintendent Thomsen and Business Manager Kelly 

EXCUSED: Board Vice President Bednarski 

VISITORS: Michelle Boening, Laura Cogburn Geriann Crawley, Diana Duffey, Mary Gear, Kathy Getchel, Mary Pat Grafwallner, Dave Santi, Nina Santi, Emily Schmidt, Nikki Schuster, Todd VanCaster and Eileen Wagner (sign-in sheets retained in official minute book)

Superintendent Thomsen 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. Warwick to approve the agenda for August 28, 2012. Motion was unanimously approved.

CONSENT AGENDA ACTION ITEMS:

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

Upon motion by Mr. Iwanski, seconded by Mr. Warwick, the following consent agenda action items were unanimously approved:

- The resignation of Daniel Kolesari, Secondary Math Teacher effective August 28, 2012 contingent upon contractual liquidated damages clause.
- The resignation of Lyn Marie Hackbarth, Intervention Specialist effective August 28, 2012.
- The appointment of Ashley Billo as Secondary Math Teacher for the 2012-2013 school year.
- The appointment of Robert Schill as Secondary Math Replacement Teacher for the 2012-2013 school year.
- The following athletic/recreation contracts for the 2012-2013 school year:
  - Beth Obst, Spirit Squad Coach (Fall) - Intermediate 1,390.00
  - Beth Obst, Spirit Squad Coach (Winter) - Intermediate 1,740.00
- The following extra-curricular contracts for the 2012-2013 school year:
  - Katherine Bennett, HS International Club (.50 Contract) 1,050.50
  - Nina Santi, HS National Honor Society 913.00
  - Nina Santi, HS Student Council (.50 Contract) 822.00
  - Jessica Senn, HS Student Council (.50 Contract) 822.00
  - Jessica Senn, HS International Club (.50 Contract)* 1,050.50

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION:

Superintendent Thomsen reported on student enrollment across the District. Based on current enrollment numbers at each grade level, the District will be removing additional applicants from the Open Enrollment wait lists at the 9th and 10th grade levels.

Upon motion by Mr. Boknevitz, seconded by Mr. Warwick, the President declared the special meeting adjourned at 7:15 p.m.

Approved by:

[Signatures]

Brian Warwick  
School Board Clerk  

Robert G. Boknevitz  
Board President
ST. FRANCIS SCHOOL DISTRICT  
4225 SOUTH LAKE DRIVE  
ST. FRANCIS, WI 53235  

SCHOOL BOARD REGULAR MEETING  
HELD IN THE ST. FRANCIS HIGH SCHOOL LIBRARY  
August 20, 2012  

APPROVED MINUTES  

Board President Bokneitz called the meeting to order at 6:05 p.m.  

Upon motion by Mr. Bokneitz, seconded by Mr. Warwick, the Board adjourned into closed session 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, the evaluation of the Recreation Director; and,  

Section 19.85 (1)(g) for 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 is likely to become involved, specifically, retirement issue.  

PRESENT: Board Members Bokneitz, Bednarski, Iwanski, Warwick, Superintendent Thomsen and Business Manager Kelly  

VISITORS: None  

The President called closed session to order at 6:07 p.m. The Board reconvened into open session at approximately 6:31 p.m., taking the following action:  

Upon motion by Mr. Bokneitz, seconded by Ms. Bednarski, the motion to add staff retirement to the vested list was unanimously approved.  

President Bokneitz called the regular meeting to order at 6:31 p.m.  

PRESENT: Board Members Bokneitz, Bednarski, Iwanski, Warwick, Superintendent Thomsen and Business Manager Kelly  

VISITORS: Mr. Jeff Obst (sign-in sheets retained in official minute book)  

Superintendent Thomsen 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. Warwick, seconded by Mr. Iwanski to approve the agenda for August 20, 2012. Motion was unanimously approved.  

PLEDGE OF ALLEGIANCE  

COMMUNICATIONS TO THE BOARD:  

The Board received a letter of resignation from School Board Member, Diane Mayer.  

COMMENTS FROM VISITORS: None  

CONSENT AGENDA ACTION ITEMS:  

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

Upon motion by Mr. Iwanski, seconded by Ms. Bednarski, the following consent agenda action items were unanimously approved:  

- Minutes of August 6, 2012  
- Minutes of August 13, 2012  
- Accounts payable expenditures totaling $99,298.12 and payroll / payroll-related expenditures totaling $448,091.49.  
- Personnel:  
  - The resignation of Jessica Felle, Intervention Specialist effective August 20, 2012.  
  - The appointment of Dianne Talatzko as Elementary Special Education Teacher for the 2012-2013 school year.  
  - The appointment of Ann DeCaria as part-time Intervention Specialist for the 2012-2013 school year.  
  - The following athletic contracts for the 2012-2013 school year:  
    - Brandon Blahnik, Freshman/JV Football Coach (5+Yrs) 3,470.00  
    - Jason Floyd, Girls Head Volleyball Coach 3,140.00  
    - Rob Gilbreath, Asst. Football Coach (.50 Contract) 1,570.00
• Nate Heard, Asst. Football Coach (.50 Contract) 1,570.00*
• Nick Hirthe, Asst. Football Coach 3,140.00
• Mike King, Girls JV Tennis Coach (5+ Years) 2,780.00
• Quincy LaGrant, Asst. Football Coach (5+/.50 Contract) 1,735.00*
• Trace Lindgren, Asst. Football Coach (5+/.50 Contract) 1,735.00
• Beth Obst, Spirit Squad Coach (Fall) 1,390.00
• Katie Ratkowski, Girls JV Volleyball Coach 2,510.00
• Dave Santi, Asst. Football Coach (5+Yrs) 3,470.00
• Scott Santi, JV Football Coach (5+Yrs) 3,470.00
• Doug Sarver, Head Football Coach (5+Yrs) 4,515.00
• Daniel Schramka, Girls Head Tennis Coach (5+Yrs) 3,470.00
• Melissa Zeman, Freshman Volleyball Coach (5+Yrs) 2,780.00

*This contract replaces prior contract approved August 6, 2012.

• The following extra-curricular contracts for the 2012-2013 school year:
  • Laura Carlson, PI-34 Mentor $1,000.00
  • Colleen Chisholm, PI-34 Mentor 1,000.00
  • Laura Cogburn, PI-34 Mentor 1,000.00
  • Teresa Coplan, PI-34 Mentor 1,000.00
  • Kathy Doty, PI-34 Mentor 1,000.00
  • Mark Edwards, Drama Director 4,750.00
  • Erich Gottfried, HS Science Club 913.00
  • Stephanie Henkhaus, HS Art Club 913.00
  • Michael King, District Web Administrator 2,000.00
  • Ellen Kohls, PI-34 Mentor 1,000.00
  • Daniel Kolesari, HS National Honor Society 913.00
  • Diana Krumenauer, PI-34 Mentor 1,000.00
  • Jack LoPresti, HS Stock Market Club 913.00
  • Sarah Marcell, HS Class Advisor (Grade 10) 731.00
  • Nicole Morawski, HS Writing Club 913.00
  • Paul Ostreich, Assistant Drama Director 1,827.00
  • Paul Ostreich, Pep Band 836.00
  • Christopher Piper, PI-34 Mentor 1,000.00
  • Dave Santi, HS Class Advisor (Grade 12) 2,101.00
  • Jill Savick, PI-34 Mentor 1,000.00
  • Daniel Schramka, PI-34 Mentor 1,000.00
  • Daniel Schramka, HS FBLA Club 913.00
  • Jessica Senn, PI-34 Mentor 1,000.00
  • Jessica Senn, International Club 2,101.00

• Having heard and considered all the prior appointments, the Board does hereby approve the following appointments for the St. Francis Recreation / Athletic Department:
  • Andrea Corso, Dance Instructor
  • Kelly Schmidt, Dance Instructor

Upon motion by Mr. Bokneitz, seconded by Mr. Iwanski, the proposed Recreation Director stipend was unanimously approved.

Upon motion by Mr. Bokneitz, seconded by Ms. Bednarski, the motion to waive the 1st reading of the presented policies / administrative guidelines / forms to include all revisions and/or updates was unanimously approved.

Upon motion by Mr. Bokneitz, seconded by Mr. Warwick, the following policies / administrative guidelines / forms to include all revisions and/or updates to be in effect as of August 20, 2012 was unanimously approved:

• Policy 2414 – Human Growth and Development (Revised)
• Policy 5630.01 – Use of Restraint and Seclusion with Students (New)
• Policy 6520 – Payroll Deductions (Revised)
• Administrative Guideline 3220B – Evaluation Procedure for Administrative Personnel
• Administrative Guideline 5610 – Suspension and Expulsion and Related Forms (5610 F1; 5610 F2; 5610 F3; 5610 F6; and 5610 F7)
• Administrative Guideline 5751 – Counseling for Pregnant Students
REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION:

The District K4-12 Reading Plan was presented for approval. In accordance with Board Policy 2131.01 and the School Board’s belief that reading is the most important skill that students acquire while in school, the Board directs the District to implement a pre-kindergarten through grade 12 Reading Program that includes frequent assessment that measures individual student progress toward reading proficiency and also includes an annual assessment of the Reading Program as a whole. Discussion ensued. Upon motion by Mr. Warwick, seconded by Ms. Bednarski, the District’s K4-12 Reading Plan was unanimously approved.

The District’s Professional Development Plan for 2012-2013 was presented for approval. In accordance with Board Policy 3243 and the School Board’s belief that study is a pre-requisite for professional growth of staff, therefore, encourages the participation of professional staff members in in-service and other training programs. The Superintendent shall plan programs of staff development for professional staff members. Discussion ensued. Upon motion by Mr. Bokneitz, seconded by Mr. Iwanski, the District’s Professional Development Plan for 2012-2013 was unanimously approved.

The resignation from Board Member, Diane Mayer was presented for approval. Due to Ms. Mayer’s recent move out of the City of St. Francis, she is no longer eligible to continue her role as School Board Member. Upon motion by Mr. Bokneitz, seconded by Ms. Bednarski, Diane Mayer’s resignation was unanimously approved. Superintendent Thomsen took a moment to recognize Board Member Mayer’s many years of excellent service and commitment to the St. Francis School District.

The Board Member vacancy was discussed at length. The Board Member vacancy will be publicly posted to City of St. Francis residents. Residents interested in this leadership position should send a letter of interest to Dr. John W. Thomsen, Superintendent of Schools. Appointment to the Board to fill a vacancy shall be by a majority vote of the existing Board.

Business Manager Kelly reported on the following:

1) The 2012-2013 preliminary budget and proposed tax levy was presented for review and discussion. The Board will continue discussions on the budget through the months of September and October until the final tax levy is set in November.

2) The following modifications to the Employee Handbook were presented for review and upon motion by Mr. Bokneitz, seconded by Mr. Iwanski, were unanimously approved as presented:
   a. School Counselor Workdays – Revised Attachment A-1 has been revised to reflect School Counselor workdays for the 2012-2013 school year and summer months.
   b. Custodial Agreement Changes – Revised Attachment D has been revised to reflect the revision on Head Custodian compensation, as opposed to listing it as Head Custodian add-on compensation.
   c. Liquidated Damages Contract Clause – Revised language to reflect what is listed in the individual teacher contract.
   d. Teacher Compensation / Liquidated Damages - Revised Attachment B – The salary schedule provided in the Employee Handbook will be used only as a reference point for new hires. Language pertaining to Masters Degrees and Credit pay will be removed from Attachment B.
   e. Clerical / Paraprofessional Compensation – Revised Attachment C - The salary schedule provided in the Employee Handbook will be used only as a reference point for new hires.
   f. High School Student Council Advisor Position – Revised Attachment E – The District is proposing a shift of responsibility for the High School Student Council Advisor position from the High School Counselor to another staff member who can dedicate more time to Student Council. The title of Attachment E has also been revised to reflect extra-curricular, co-curricular and athletic pay.
   g. Recreation Work Positions / Hourly Rates – New Attachment F – This new attachment will reflect the hourly rates of recreation positions in the District. These rates will be the base rate for all new recreation hires.

3) The District Safety & Crisis Plan was presented for review and Board approval. Discussion ensued. Upon motion by Mr. Bokneitz, seconded by Ms. Bednarski, the District Safety & Crisis Plan was approved as presented.

4) Food Service Steamer Purchase - The food steamer located in the High School requires replacement. The District researched costs involved to repair the current piece of equipment which is over 20 years old and found it to be more cost effective to replace instead of repair the food steamer. The District received three bids for a new steamer and the lowest bid came in at $14,940. Discussion ensued. Upon motion by Mr. Bokneitz, seconded by Ms. Bednarski, the purchase of a new Convection Steam in an amount not to exceed $15,000 was unanimously approved.
Superintendent Thomsen reported on the following:

1) Superintendent Thomsen reviewed the welcome back letter that was mailed to all staff in early August.
2) The Staff Welcome Back Breakfast is scheduled for Tuesday, August 28, 2012 from 7:30 to 9:00 a.m. in the High School cafeteria.
3) Board Members attending the Staff Welcome Back Breakfast will have the opportunity to have their school identification picture taken after the breakfast.

Upon motion by Mr. Iwanski, seconded by Mr. Warwick, the President declared the regular meeting adjourned at 8:05 p.m.

Approved by:

Brian Warwick
School Board Clerk

Robert G. Boknevitz
Board President
ST. FRANCIS SCHOOL DISTRICT  
4225 SOUTH LAKE DRIVE  
ST. FRANCIS, WI 53235  

SCHOOL BOARD SPECIAL MEETING  
HELD IN THE ST. FRANCIS HIGH SCHOOL LIBRARY  
August 13, 2012  

APPROVED MINUTES  

Board President Bokneitz called the special meeting to order at 7:02 p.m.  

Superintendent Thomsen 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. Warwick, seconded by Mr. Iwanski to approve the agenda for August 13, 2012. Motion was unanimously approved.  

Upon motion by Mr. Bokneitz, seconded by Mr. Warwick, the Board adjourned into closed session 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, High School Principal hire recommendation and contract discussion.  

PRESENT:  Board Members Bokneitz, Iwanski, Warwick, Mayer and Superintendent Thomsen  
EXCUSED:  Board Vice President Bednarski  
VISITORS:  None  

The President called closed session to order at 7:02 p.m. The Board reconvened into open session at approximately 7:48 p.m., taking no action.  

President Bokneitz called the open session meeting to order at 7:48 p.m.  

PRESENT:  Board Members Bokneitz, Iwanski, Warwick, Mayer and Superintendent Thomsen  
EXCUSED:  Board Vice President Bednarski  
VISITORS:  Mr. Andrew Muszytowski (sign-in sheets retained in official minute book)  

ACTION ITEMS:  

Upon motion by Mr. Bokneitz, seconded by Ms. Mayer, the appointment of Andrew Muszytowski as Principal and such contract offered covering the period August 14, 2012 to June 30, 2014 was unanimously approved.  

Upon motion by Mr. Warwick, seconded by Mr. Iwanski, the President declared the special meeting adjourned at 7:49 p.m.  

Approved by:  

[Signatures]  

Brian Warwick  
School Board Clerk  

Robert G. Bokneitz  
Board President
ST. FRANCIS SCHOOL DISTRICT  
4225 SOUTH LAKE DRIVE  
ST. FRANCIS, WI 53235  

SCHOOL BOARD REGULAR MEETING  
HELD IN THE ST. FRANCIS HIGH SCHOOL LIBRARY  
August 6, 2012  

APPROVED MINUTES

Vice President Bednarski called the regular meeting to order at 6:35 p.m.

PRESENT: Board Members Bednarski, Iwanski, Warwick, Mayer,* Superintendent Thomsen and Business Manager Kelly

EXCUSED: Board President Bokneitz

VISITORS: No visitors (sign-in sheets retained in official minute book)

*Board Member Mayer arrived at approximately 6:37 p.m.

Superintendent Thomsen 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. Warwick to approve the agenda for August 6, 2012. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

COMMUNICATIONS TO THE BOARD: None

COMMENTS FROM VISITORS: None

CONSENT AGENDA ACTION ITEMS:

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

Upon motion by Ms. Mayer, seconded by Mr. Iwanski, the following consent agenda action items were unanimously approved:

- Minutes of July 16, 2012
- Minutes of July 23, 2012
- Accounts payable bills totaling $166,191.93 and payroll / payroll-related bills totaling $265,260.93
- Personnel:
  - The resignation of Katherine Streicher, Elementary Special Education Teacher effective August 6, 2012 contingent upon contractual liquidated damages clause.
  - The appointment of Lauren Jakubowski as School Psychologist and such contract offered covering the period from August 6, 2012 to June 30, 2014 contingent upon appropriate Wisconsin Department of Public Instruction licensure.
  - The appointment of Kathy Berger as Speech & Language Therapist for the 2012-13 school year.
  - The appointment of Elizabeth Dugan as .42 FTE Business Education Teacher for the 2012-2013 school year contingent upon appropriate Wisconsin Department of Public Instruction licensure.
  - The appointment of Michelle Engman as .46 FTE Spanish Teacher for the 2012-2013 school year contingent upon appropriate Wisconsin Department of Public Instruction licensure.
  - The appointment of Yong Hua as Intermediate School Teacher for the 2012-2013 school year.
  - The appointment of Catrina Grosz as part-time Intervention Specialist for the 2012-2013 school year.
  - The appointment of Maggie Krochalk as part-time Intervention Specialist for the 2012-2013 school year.
  - The appointment of Ellen Rocque as part-time Intervention Specialist for the 2012-2013 school year.
  - The 2012 FMLA request of Steve Erickson, District Technology Coordinator.
  - The following athletic contracts for the 2012-2013 school year:
    - Nathaniel Heard, Asst. Football Coach (0-5 Yrs/Split Contract) $1,235.00
• Quincy LaGrant, Asst. Football Coach (0-5 Yrs/Split Contract) $1,235.00

The following appointments for the St. Francis Recreation / Athletic Department:
• Ryan Becker – Life Guard
• Zachary Kleczka – Athletic Worker
• Rachael Urbaniak – Tennis Instructor

Upon motion by Mr. Warwick, seconded by Mr. Iwanski, the additional Supervisory Aide positions at the St. Francis High School were unanimously approved.

Upon motion by Mr. Iwanski, seconded by Mr. Warwick, the District monetary donation of $764.90 from the Knights of Columbus to be designated towards the High School’s Cognitive Disabilities Transition Program was unanimously approved.

Upon motion by Mr. Iwanski, seconded by Mr. Warwick, the 2012-2013 CESA 1 Contract Amendment was unanimously approved.

Upon motion by Mr. Warwick, seconded by Ms. Mayer, the St. Francis Days Festival Committee skydiving request was approved as presented. Board Members Bednarski, Warwick and Mayer voted aye. Board Treasurer Iwanski abstained from the vote.

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION:

Business Manager Kelly reported on the following:

1) The 2012-2013 preliminary budget was presented for review and approval. After discussion and upon motion by Ms. Bednarski, seconded by Ms. Mayer, the 2012-2013 preliminary budget was unanimously approved as presented.
2) A voluntary payroll dues deduction form was presented for review and approval. Upon motion by Mr. Iwanski, seconded by Ms. Bednarski, the voluntary payroll dues deduction form was unanimously approved as presented.

Superintendent Thomsen reported on the following:

1) The District Dropout Prevention Plan was presented for review and approval. Discussion ensued. Upon motion by Mr. Warwick, seconded by Ms. Bednarski, the District Dropout Prevention Plan was unanimously approved as presented.
2) A staff hiring update was presented to the Board.
3) An update on the progress of the High School Principal search was presented to the Board.
4) The Wisconsin Association of School Board’s Fall Regional Meeting is scheduled for October 10, 2012 at the Preserve located on the Deer Creek Golf Course in New Berlin.
5) A discussion ensued on the coordination of the Board’s participation in the upcoming St. Francis Days’ parade over Labor Day weekend.
6) A brief update on upcoming policy updates from NEOLA, Inc. that will require Board approval prior to the start of the 2012-2013 school year.

Upon motion by Mr. Warwick, seconded by Ms. Mayer, the Vice President declared the regular meeting adjourned at 7:12 p.m.

Approved by:

[Signatures]

Brian Warwick
School Board Clerk

Amanda J. Bednarski
Acting Board President
ST. FRANCIS SCHOOL DISTRICT  
4225 SOUTH LAKE DRIVE  
ST. FRANCIS, WI 53235  

SCHOOL BOARD SPECIAL MEETING  
HELD IN THE ST. FRANCIS HIGH SCHOOL LIBRARY  
July 23, 2012  

APPROVED MINUTES

Board President Boknevitz called the special meeting to order at 6:35 p.m.

Upon motion by Mr. Iwanski, seconded by Ms. Bednarski, the Board adjourned into closed session 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 matters; and,

Section 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 is likely to become involved, specifically, potential legal issue.

PRESENT:  Board Members Boknevitz, Bednarski, Iwanski, Warwick, Mayer, Superintendent Thomsen and Business Manager Kelly

EXCUSED:  None

VISITORS:  None

The President called closed session to order at 6:35 p.m. The Board reconvened into open session at approximately 7:28 p.m.

PRESENT:  Board Members Boknevitz, Bednarski, Iwanski, Warwick, Mayer, Superintendent Thomsen and Business Manager Kelly

EXCUSED:  None

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

Superintendent Thomsen 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. Mayer to approve the agenda for July 23, 2012. Motion was unanimously approved.

ACTION ITEMS:

Upon motion by Mr. Boknevitz, seconded by Ms. Mayer, the resignation of Michelle Manel, High School Principal effective August 3, 2012 with the reimbursement stipulation of contractual liquidated damages, technology stipend and longevity pay was unanimously approved.

There was no further discussion or action regarding the replacement of the administrator.

Upon motion by Mr. Boknevitz, seconded by Ms. Mayer, the President declared the special meeting adjourned at 7:34 p.m.

Approved by:

[Signatures]

Briat Warwick  
School Board Clerk

Robert G. Boknevitz  
Board President
ST. FRANCIS SCHOOL DISTRICT
4225 SOUTH LAKE DRIVE
ST. FRANCIS, WI 53235

SCHOOL BOARD REGULAR MEETING
HELD IN THE ST. FRANCIS HIGH SCHOOL LIBRARY
June 18, 2012

APPROVED MINUTES

Board President Bokneitz called the meeting to order at 6:11 p.m.

Upon motion by Mr. Bokneitz, seconded by Mr. Iwanski, the Board adjourned into closed session 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, evaluation of administration; and,

Section 19.85 (1)(g) for 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 is likely to become involved, specifically, potential legal issue.

PRESENT: Board Members Bokneitz, Iwanski, Mayer, Superintendent Thomsen and Business Manager Kelly
EXCUSED: Board Members Bednarski and Warwick
VISITORS: None

The President called closed session to order at 6:11 p.m. The Board reconvened into open session at approximately 6:31 p.m., taking no action.

President Bokneitz called the regular meeting to order at 6:31 p.m.

PRESENT: Board Members Bokneitz, Iwanski, Mayer, Superintendent Thomsen and Business Manager Kelly
EXCUSED: Board Member Bednarski and Warwick
VISITORS: SFHS Assistant Principal/Athletic Director - Mr. Mike Lewandowski (sign-in sheets retained in official minute book)

Superintendent Thomsen 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. Bokneitz to approve the agenda for June 18, 2012. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

COMMUNICATIONS TO THE BOARD:

A note of appreciation from Ms. Christine Trasser on the wonderful retirement wishes expressed on behalf of the District.

COMMENTS FROM VISITORS: None

CONSENT AGENDA ACTION ITEMS:

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

Upon motion by Mr. Iwanski, seconded by Mr. Bokneitz, the following consent agenda action items were unanimously approved:

- Minutes of June 4, 2012
- Accounts payable bills totaling $433,062.25 and payroll / payroll-related bills totaling $494,232.53
- Personnel:
  - The resignation of Laura Blaska, School Counselor effective June 30, 2012.
  - The resignation of Brooke Shapiro, Elementary Art Teacher effective June 30, 2012.
  - The additional teacher / staff appointments for Summer Cool / School as presented.

Upon motion by Mr. Bokneitz, seconded by Mr. Iwanski, the 2012-2013 CESA 6 Contract was unanimously approved.

Upon motion by Mr. Iwanski, seconded by Ms. Mayer, the following District donations were unanimously approved:
• A donation of books designated for the Deer Creek Library from Mrs. Jackie Felber.
• An anonymous monetary donation of $75.00 designated for the purchase or books for the Deer Creek Library.

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION:
The Board reviewed a request from the St. Francis Days 4th of July Commission to utilize St. Francis High School grounds for the purpose of displaying a 10x15 foot American flag for the 4th of July fireworks display. Upon motion by Mr. Bokneitz, seconded by Mr. Iwanski, the request was unanimously approved as presented.

Superintendent Thomsen and Business Manager Kelly presented retirement benefit resolutions for review and approval. At the June 4, 2012 School Board meeting, the Board decided to extend current retirement benefits for all employee groups (those that qualify) through the 2013-2014 school year. Based upon advice from the District’s legal counsel, a Board approved termination of the prior retirement benefit must occur. Upon motion by Mr. Bokneitz, seconded by Mr. Iwanski, the elimination of existing retirement benefits provided in the St. Francis School District under expired collective bargaining agreements, handbooks or benefit summaries effective June 18, 2012 was unanimously approved. Upon a second motion by Mr. Bokneitz, seconded by Mr. Iwanski, the approval of the letters to employees qualifying for the retirement benefit by June 30, 2014 was unanimously approved.

Assistant Principal/Athletic Director, Mike Lewandowski presented an update on the athletic/extra-curricular programs. During the 2011-2012 school year, academic interventions were developed and implemented in order to assist student-athletes pursue excellence in the classroom, as well as, in their extra-curricular activities. The interventions included after-school study hall; grade monitoring; weekly meetings; study sessions; and contact with parents. To date, the supportive interventions utilized in the 2011-2012 school year have been very successful. The St. Francis High School will continue the implementation of new and supportive interventions going forward. New academic support interventions for the 2012-2013 school year include bi-weekly tracking systems; study sessions; and an additional focus on clubs and activities.

Superintendent Thomsen presented an update on the District’s School Resource Officer Program. A School Resource Officer Program is a formal agreement between a school district and its local law enforcement agency that determines which officer(s) to select, how the position will be funded, and how the officer(s) will be trained and evaluated. The District and the City of St. Francis reinstated the School Resource Officer Program in January 2011. To date, the District has not financially contributed towards the funding of the School Resource Officer position. A request has been made by the City of St. Francis to assist with the funding for the 2012-2013 school year. Discussion ensued. Upon motion by Ms. Mayer, seconded by Mr. Iwanski, the motion to budget $10,000.00 for the 2012-2013 school year to assist with the funding of the School Resource Officer position was unanimously approved.

Superintendent Thomsen presented the Curriculum and Instruction job description and proposed stipend for review and approval. Currently, the Curriculum and Instruction roles and responsibilities are assigned to the High School Principal, Ms. Michelle Mancl. Upon review of current roles, responsibilities, strengths and interests of the Administrative Leadership Team, Superintendent Thomsen is recommending the transfer of the Curriculum and Instruction responsibility to Primary School Principal, Laurie Pogorzelski. The District has opportunities in the areas of compliance, development, refinement and/or improvements in several areas. By providing Principal Pogorzelski with fifteen (15) additional work days to assume the Curriculum and Instruction role and a relatively small stipend of $7,000.00 for assuming additional responsibility, it will allow the District to move forward in the area of curriculum and instruction at a reasonable cost. Discussion ensued. The Curriculum and Instruction job description and proposed stipend was tabled for further review and discussion at the next regular Board meeting.

Business Manager Kelly’s reported on the following:

1) Business Manager Kelly presented 2011-2012 final budget adjustments for review and discussion. Discussion ensued. Upon motion by Mr. Bokneitz, seconded by Mr. Iwanski, the 2011-2012 final budget adjustments were approved as presented.

2) Business Manager Kelly presented the Southeastern Wisconsin School Alliance (SWSA)/Suburban Schools Legislative Committee (SSLC) Resolution and 66.0301 Agreement for review and approval. SWSA is an organization that was established to address current issues in the educational community. To maintain membership in this organization, the Board is required to adopt a resolution and approve the 66.0301 Agreement that was established by the Southeastern Wisconsin School Alliance Cooperative. Members also have the option to join the Suburban School Legislative Committee (SSLC), which is an organization that advocates for the Chapter 220 Program. Currently, the District is a member of SSLC and is recommending the continuance of this membership. Upon motion by Mr. Bokneitz, seconded by Ms. Mayer, the SWSA/SSLC Resolution and 66.0301 Agreement was unanimously approved.

3) The 2012-2013 liability and worker’s compensation insurance renewal with Community Insurance Corporation was presented for review and discussion. Discussion ensued and upon motion by Mr. Bokneitz, seconded by Mr. Iwanski, the 2012-2013 liability and worker’s compensation insurance renewal with Community Insurance Corporation was approved as presented.

4) Business Manager Kelly distributed information on the District’s health insurance offering. Discussion ensued. Upon motion by Mr. Bokneitz, seconded by Ms. Mayer, the Board unanimously approved option 1 with no increase reflected in dental insurance.
Superintendent Thomsen reported on the following:

1) Superintendent Thomsen briefly discussed the Open Enrollment responses received to date.

Board President Boknevitz reported on the following:

1) President Boknevitz gave a brief update on the events and activities planned for July 4, 2012.

Upon motion by Mr. Iwanski, seconded by Ms. Mayer, the President declared the regular meeting adjourned at 7:56 p.m.

Approved by:

Diane F. Mayer
Acting School Board Clerk

Robert G. Boknevitz
Board President
ST. FRANCIS SCHOOL DISTRICT
4225 SOUTH LAKE DRIVE
ST. FRANCIS, WI 53235

SCHOOL BOARD REGULAR MEETING
HELD IN THE ST. FRANCIS HIGH SCHOOL LIBRARY
June 4, 2012

APPROVED MINUTES

Board President Bokneitz called the meeting to order at 5:32 p.m.

Upon motion by Mr. Iwanski, seconded by Ms. Bednarski, the Board adjourned into closed session 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, evaluation of administration; and,

Section 19.85 (1)(g) for 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 is likely to become involved, specifically, potential legal issue.

PRESENT: Board Members Bokneitz, Bednarski, Iwanski, Warwick, Superintendent Thomsen and Business Manager Kelly

EXCUSED: Board Member Mayer

VISITORS: None

The President called closed session to order at 5:32 p.m. The Board reconvened into open session at approximately 6:35 p.m., taking no action.

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

PRESENT: Board Members Bokneitz, Bednarski, Iwanski, Warwick, Superintendent Thomsen and Business Manager Kelly

EXCUSED: Board Member Mayer

VISITORS: Willow Glen Principal Pogorzelski (sign-in sheets retained in official minute book)

Superintendent Thomsen 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 Ms. Bednarski to approve the agenda for June 4, 2012. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

COMMUNICATIONS TO THE BOARD:

A note of appreciation from the Deer Creek 7th grade class and staff on the Board providing the 7th grade class an opportunity to go to Camp Timber-Lee to participate in Outdoor Education.

COMMENTS FROM VISITORS: None

CONSENT AGENDA ACTION ITEMS:

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

Upon motion by Mr. Warwick, seconded by Mr. Iwanski, the following consent agenda action items were unanimously approved:

- Minutes of May 21, 2012
- Accounts payable bills totaling $78,495.67 and payroll / payroll-related bills totaling $346,302.29
- Personnel:
  - The following appointments as part-time Information Technology Interns:
    - Mike Krumnow
    - Mike Marino
    - Mike Sokolowski
Upon motion by Mr. Warwick, seconded by Mr. Iwanski, the 2012-2013 CESA I Service Contract was unanimously approved.

Upon motion by Mr. Boknevitz, seconded by Mr. Iwanski, the approval / denial of resident and non-resident Open Enrollment applications for the 2012-2013 school year.

Upon motion by Mr. Iwanski, seconded by Mr. Boknevitz, the District monetary donation of $100.00 from PDQ Tooling to be designated towards the FBLA National Competition in San Antonio, Texas was unanimously approved.

**REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION:**

Willow Glen Principal, Ms. Laurie Pogorzelski presented a document outlining the District’s progress of MAP and the Statewide Assessment Program. A question and answer session ensued.

Superintendent Thomsen reviewed information on assessment, homework, grading beliefs and practices. This information was previously presented to the Board for review at three separate Board of Education meetings during the 2011-12 school year. Transforming the District’s practices is about designing grading systems that are both precise and efficient, while developing sound assessment for learning practices where students prosper. The Administrative Leadership Team is presenting the document for approval as District best practices. Once approved, the information will be distributed to teachers prior to the start of the 2012-13 school year. Discussion ensued. Upon motion by Mr. Boknevitz, seconded by Ms. Bednarski, the St. Francis School District Assessment, Homework, Grading Beliefs and Practices document was unanimously approved as presented.

Superintendent Thomsen and Business Manager Kelly presented information on District retirement options. Three employee groups have been provided with retirement benefits under previous collective bargaining agreements. Act 10 excludes retirement benefits as a subject of collective bargaining. The Board reviewed and gave consideration to “vested” employees, as well as, employees that may meet the previous eligibility criteria. Discussion ensued. Upon motion by Mr. Boknevitz, seconded by Ms. Bednarski, a motion to approve the extension of retirement benefits as previously contracted through the 2013-14 school year was unanimously approved.

Business Manager Kelly’s report on the following:

1) Business Manager Kelly distributed a 2012-2013 preliminary budget refinement document for review and discussion. Upon further review of the 2012-13 preliminary budget and projected class sizes, the District is proposing to open additional new seats under Open Enrollment for the 2012-13 school year. Discussion ensued. Upon motion by Mr. Boknevitz, seconded by Mr. Iwanski, sixty-six (66) additional new seats were unanimously approved at grade levels 1, 2, 3, 4, 5, 6, and 8.

2) The 2012-13 food service agreement with Compass Group USA, Inc. – Amendment No. 4 was presented for review and discussion. For the 2012-13 school year, there is an administrative fee of $.1555 per meal/meal equivalent and a management fee of $.0331 per meal / meal equivalent, both of which are based on a 3.1% increase in the Consumer Price Index. Discussion ensued and upon motion by Mr. Iwanski, seconded by Mr. Warwick, the 2012-13 food service agreement with Compass Group USA, Inc. – Amendment No. 4 was approved as presented. Board President abstained from the vote.

3) The Southwest Consortium transfer of fiscal agent was presented for approval. The Southwest Consortium is made up of Whittall, Greendale, Franklin, St. Francis, and Greenfield school districts for the sharing of vocational courses. This educational exchange provides additional opportunities for students in all five districts and yet, keeps the program costs reasonable. St. Francis has been the fiscal agent for the Southwest Consortium since 2002. The proposed resolution will allow the Southwest Consortium to continue under the fiscal leadership of the Whitnall School District. Upon motion by Mr. Boknevitz, seconded by Mr. Iwanski, the following resolution was unanimously approved:

   *It is hereby resolved that effective July 1, 2012, the St. Francis School District transfers fiscal agency of the Carl Perkins Consortium to the Whitnall School District. It is further resolved that, as fiscal agent, the Whitnall School District will Comply with all fiscal agency responsibilities as outlined by the Department of Public Instruction’s Fiscal Agent Policy."

4) Business Manager Kelly presented the District’s property insurance renewal for approval. The District currently contracts with Local Government Property Insurance Fund for property insurance. Local Government Property Insurance Fund makes reasonable priced property insurance available to tax-supported local government property such as, government buildings, schools, and libraries. As of the 2011 calendar year, 305 school districts participate in Local Government Property Insurance Fund. The premium renewal cost is $28,975, which is approximately a 24.2% increase from the previous year. The District is recommending renewing with Local Government Property Insurance Fund. Upon motion by Mr. Boknevitz, seconded by Mr. Iwanski, the property insurance renewal with Local Government Property Insurance Fund was unanimously approved.

Superintendent Thomsen reported on the following:

1) Superintendent Thomsen briefly discussed the results of the recent parent surveys at each school building.

2) Superintendent Thomsen presented a letter from the St. Francis Historical Society that expressed their appreciation to the District and the four (4) High School students who assisted with the Historical Society’s relocation within Deer Creek Intermediate School.
Board President Boknevitz reported on the following:

1) The next City of St. Francis TIF Meeting is scheduled for June 28, 2012.

Upon motion by Mr. Iwanski, seconded by Mr. Boknevitz, the President declared the regular meeting adjourned at 9:08 p.m.

Approved by:

[Signature]
Brian Warwick
School Board Clerk

[Signature]
Robert G. Boknevitz
Board President
ST. FRANCIS SCHOOL DISTRICT
4225 SOUTH LAKE DRIVE
ST. FRANCIS, WI 53235

SCHOOL BOARD REGULAR MEETING
HELD IN THE ST. FRANCIS HIGH SCHOOL LIBRARY
May 21, 2012

APPROVED MINUTES

Board President Bokneitz called the meeting to order at 5:31 p.m.

Upon motion by Mr. Iwanski, seconded by Mr. Warwick, the Board adjourned into closed session 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, evaluation of administration; and,

Section 19.85 (1)(g) for 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 is likely to become involved, specifically, potential legal issue.

PRESENT: Board Members Bokneitz, Bednarsi, Iwanski, Warwick, Superintendent Thomsen and Business Manager Kelly

EXCUSED: Board Member Mayer

VISITORS: None

The President called closed session to order at 5:31 p.m. The Board reconvened into open session at approximately 6:36 p.m., taking no action.

President Bokneitz called the regular meeting to order at 6:36 p.m.

PRESENT: Board Members Bokneitz, Bednarsi, Iwanski, Warwick, Superintendent Thomsen and Business Manager Kelly

EXCUSED: Board Member Mayer

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

Superintendent Thomsen 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. Bokneitz to approve the agenda for May 21, 2012. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

COMMUNICATIONS TO THE BOARD: None

COMMENTS FROM VISITORS: None

CONSENT AGENDA ACTION ITEMS:

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

Upon motion by Mr. Warwick, seconded by Mr. Iwanski, the following consent agenda action items were unanimously approved:

- Minutes of April 30, 2012
- Minutes of May 7, 2012
- Accounts payable bills totaling $224,007.96 and payroll / payroll-related bills totaling $488,230.29
- Personnel:
  - The increase to 1.0 FTE for Trace Lindgren, Secondary At-Risk Teacher for the 2012-2013 school year.
  - The following teacher appointments for the 2012 Summer Cool Program:
    - Brittany Balash
    - Andrea Bergmann
    - Claudia Heller de Messer
Lauren Hirschinger
Samantha Klamrowski
Brad Williams

The following appointments as part-time Summer Custodial Assistants;
keyon Lawson
Michael Paquette
Matthew Perszyk
Kevin Ratz
Michael Seefeld

Upon motion by Mr. Iwanski, seconded by Mr. Boknevezit, the 2012-2013 WIAA Membership Application was unanimously approved.

Upon motion by Mr. Iwanski, seconded by Mr. Boknevezit, the WIAA Cooperative Agreement renewal for girls’ soccer was unanimously approved.

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION:

Superintendent Thomsen presented proposal information on the purchase of updated math textbook/materials (s) for grades 6 through 8. The Connected Mathematics Project (CMP) is a complete mathematics curriculum that assists students in developing an understanding of important concepts, skills, procedures, and ways of thinking and reasoning in number, geometry, measurement, Algebra, probability and statistics. CMP III and CMP IV will also align with the new Common Core Standards. Discussion ensued. Upon motion by Mr. Iwanski, seconded by Mr. Warwick, the purchase of CMP III for grades 6 through 8 was unanimously approved as presented.

St. Francis High School Principal, Ms. Michelle Mancl presented the District Technology Plan and Technology Scope / Sequence Matrix for review and approval. Technology Standards require school districts to provide in-depth instruction to help students become responsible digital citizens, using information and technology ethically and responsibly. Through this plan, the District is committed to designing challenging learning opportunities for students that develop 21st Century competencies, critical thinking skills, complex problem solving abilities, information literacy and multi-media communication skills. Discussion ensued. Upon motion by Mr. Warwick, seconded by Mr. Iwanski, the District Technology Plan and Technology Scope / Sequence Matrix was unanimously approved as presented.

In conjunction with the District Technology Plan presented, Principal Mancl discussed the acquisition of mobile labs to assist in supporting the Plan. Recently, the District Technology Advisory Team surveyed staff and feedback to assist in prioritizing District technology needs. The survey results corroborated that students are coming to school with the mindset that technology should always be available, and ready to use. The survey results also indicated a shortage of available technology at the High School to support students’ academic needs. The Technology Committee proposes the purchase of two (2) mobile HP Laptop and iPad labs. The fiscal impact to purchase both labs is $29,927.00. Discussion ensued. Upon motion by Mr. Iwanski, seconded by Mr. Boknevezit, the purchase of the two (2) mobile HP Laptop and iPad labs were unanimously approved as presented.

Superintendent Thomsen and Business Manager Kelly presented additional information on the transportation shuttle bus between Deer Creek Intermediate School and Willow Glen Primary School. The Board reviewed several different cost saving scenarios if the transportation shuttle program was modified. Discussion ensued. The Deer Creek / Willow Glen transportation shuttle bus was tabled for further discussion at a future meeting.

Superintendent Thomsen briefly discussed retirement eligibility and the financial impact on the District. The Board will continue further review and discussion on this topic at the next regular meeting.

Superintendent Thomsen presented a template of the revised teachers’ contract letter for review.

Business Manager Kelly’s reported on the following:

1) The District currently has one General Obligation Bond dated March 27, 2009. In October, 2011, the Board approved moving forward with the debt defeasance. The Board was able to accomplish this without increasing taxes in the 2011-2012 budget year. The purpose of defeasing debt is to pay off additional principal now in order to realize savings in interest over the term of the bond and with this defeasance; the District will save $39,692 over the term of the bond. Business Manager Kelly requests the Board to approve the following resolution:


Upon motion by Mr. Boknevezit, seconded by Mr. Iwanski, the following resolution was unanimously approved as presented.
Superintendent Thomsen reported on the following:

1) 2012-2013 Flow Through / Early Childhood Budget Development – Superintendent Thomsen reviewed a letter the District sent to special education staff outlining future budgetary procedures required when requesting supplies, equipment and materials.

2) Systems & Priorities Update – Superintendent Thomsen presented an updated document and reviewed timelines on future Board updates.

3) City of St. Francis / TIF Meeting – Superintendent Thomsen and Business Manager Kelly will attend the City of St. Francis - TIF District Meeting on Tuesday, May 22, 2012 at 5:30 p.m.

4) Graduation Rate Data – Superintendent Thomsen reviewed information received from the Wisconsin Department of Public Instruction regarding graduation rate data.

5) Mariner Mascot Day was held on Saturday, May 19, 2012 from 11:00 a.m. to 2:00 p.m. on the St. Francis High School football field. All St. Francis students, parents, staff, and community members were welcome to attend. The $5.00 cost included tickets for the water balloon toss contest, water balloon fight and one (1) mascot name submission. After tabulating the mascot name submissions, the winning mascot name is “Manny.”

Board President Boknevitz reported on the following:


2) St. Francis Association of Commerce Scholarship Dinner - May 22, 2012 – 5:30 p.m. (Polonez Restaurant)

Upon motion by Mr. Iwanski, seconded by Mr. Boknevitz, the President declared the regular meeting adjourned at 8:05 p.m.

Approved by:

[Signature]
Brian Warwick
School Board Clerk

[Signature]
Robert G. Boknevitz
Board President
ST. FRANCIS SCHOOL DISTRICT
4225 SOUTH LAKE DRIVE
ST. FRANCIS, WI 53235

SCHOOL BOARD REGULAR MEETING
HELD IN THE DEER CREEK INTERMEDIATE SCHOOL LIBRARY
May 7, 2012

APPROVED MINUTES

Board President Bokneitz called the work session to order at 6:02 p.m.

Upon motion by Ms. Mayer, seconded by Mr. Iwanski, the Board adjourned into closed session according to Wisconsin State Statutes 19.85 (1)(c)(e) for considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; and, for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, specifically, discussion and update on teacher and custodial negotiations.

PRESENT: Board Members Bokneitz, Mayer, Iwanski, Warwick, Bednarski, Superintendent Thomsen and Business Manager Kelly

VISITORS: Attorney Robert Buikema – Buelow Vetter, SC

The President called closed session to order at 6:02 p.m. The Board reconvened into open session at approximately 6:30 p.m., taking no action.

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

PRESENT: Board Members Bokneitz, Mayer, Iwanski, Warwick, Bednarski, Superintendent Thomsen and Business Manager Kelly

VISITORS: Building Principals Garcia-Velez and Manci; Deer Creek Teacher - Peter Graven (sign-in sheets retained in official minute book)

Superintendent Thomsen 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. Mayer, seconded by Mr. Iwanski to approve the agenda for April 30, 2012. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

COMMUNICATIONS TO THE BOARD:

A note of appreciation received from the family of Norman Easy on sympathies expressed by the District.

COMMENTS FROM VISITORS: None

ELECTION OF OFFICERS:

Upon motion by Mr. Iwanski, seconded by Ms. Mayer, Robert Bokneitz was unanimously elected School Board President.

Upon motion by Mr. Warwick, seconded by Ms. Mayer, Amanda Bednarski was unanimously elected School Board Vice President.

Upon motion by Mr. Bokneitz, seconded by Ms. Bednarski, Russell Iwanski was unanimously elected School Board Treasurer.

The election of School Board Clerk took place by closed ballot:

Brian Warwick was elected School Board Clerk.

Upon motion by Mr. Iwanski, seconded by Mr. Bokneitz, the appointment of Amanda J. Bednarski as representative of the St. Francis School District to the Cooperative Educational Services Agency #1 2012 Annual Convention was unanimously approved.

Board President Bokneitz was appointed the Wisconsin Association of School Board Delegate and Legislative Liaison.
SPECIAL PRESENTATION BY DEER CREEK PRINCIPAL / RECREATION DIRECTOR GARCIA-VELEZ:

Deer Creek Principal Garcia-Velez presented an update on Deer Creek Intermediate School’s progress with reading / writing curriculum goals and achievements, events, student attendance, and the recent implementation of an anti-bullying program. Ms. Garcia-Velez also provided an update on the Recreation Department and discussed various ways the Recreation Department is developing future marketing strategies. The Recreation Department web page can be located on the District’s website at www.stfrancisschools.org.

CONSENT AGENDA ACTION ITEMS:

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

Upon motion by Mr. Iwanski, seconded by Ms. Bednarski, the following consent agenda action items were unanimously approved:

- Minutes of April 16, 2012
- Accounts payable bills totaling $257,127.78 and payroll / payroll-related bills totaling $316,951.15
- Personnel:
  - The appointment of Anthony G. Koch as Secondary Special Education Teacher for the 2012-2013 school year.
  - The appointment of Leland Roth as Judo Instructor for the St. Francis School District Recreation Department for the 2011-2012 school year.
  - The appointment of Elizabeth Gregg as part-time Lunchroom / Playground Supervisor for the remainder of the 2011-2012 school year.
  - The 2012 FMLA request for John Thomsen, Superintendent of Schools.
  - The 2012 FMLA request for Laura Carlson, Secondary Math Teacher.
  - The following athletic contract for the 2011-2012 school year:
    - Robin Steadman, Boys’ JV Baseball Coach (0-5 Years) $2,510.00

Upon motion by Mr. Iwanski, seconded by Mr. Boknevetz, the High School FBLA Team trip request to San Antonio, TX contingent upon an appropriate chaperone ratio compliant with Board policy was unanimously approved.

Upon motion by Mr. Iwanski, seconded by Mr. Boknevetz, the Board approves the anonymous District monetary donation of $93.49 to be designated towards the purchase of new music for the High School choir.

Upon motion by Mr. Iwanski, seconded by Mr. Boknevetz, the proposed FTE increase for the Speech and Language Pathologist position for the 2012-2013 school year was unanimously approved.

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION:

The 2012-2013 Board meeting dates were presented and reviewed by the Board. President Boknevetz expressed his appreciation in continuing with the same meeting format with Building Principal updates to the Board twice a year.

Superintendent Thomsen and Business Manager Kelly presented information on the transportation shuttle bus between Deer Creek Intermediate School and Willow Glen Primary School. The information provided detail on ridership, financial impact, and an opportunity to discuss program modifications, if necessary. The shuttle bus was implemented in the 2005-2006 school year to endorse student safety and to facilitate a more convenient after-school pick-up for parents following the reconfiguration of the two elementary schools. The cost associated with running the shuttle service for the District is approximately $28,000 per year. Discussion ensued. Additional information to include fee structure options will be presented for review / approval at the next regular School Board meeting.

Business Manager Kelly reported on the following:

1) Indoor Environmental Quality Management Plan – In 2009, Wisconsin Act 96 was enacted to set standards and implementation guidelines for indoor environmental quality in public and private school. As a result, the District is required to develop an Indoor Environmental Quality (IEQ) Management Plan by May, 2012 and implement the plan no later than February, 2013. Business Manager Kelly presented the recommended plan for the St. Francis School District which meets all of the requirements outlined by Wisconsin Act 96. Upon motion by Mr. Iwanski, seconded by Ms. Bednarski, the Indoor Environmental Quality Management Plan was unanimously approved as presented.

2) 2012-2013 School Lunch Fees – In the 2012-2013 school year, there are a number of new Federal regulations that are going into effect that will affect the District’s school lunch fees. As such, Administration is recommending increases to the K-6 and 7-12 student lunch fees. Discussion ensued. Upon motion by Mr. Warwick, seconded by Mr. Iwanski, the motion to raise grades K-6 lunch fees by $.10 and grades 7-12 by $.15 was unanimously approved.
Superintendent Thomsen reported on the following:

1) FBLA National Leadership Competition – St. Francis High School students, Greg Boknevitz, Kelly Delano, and Nico Lopez advanced to compete in the FBLA National Leadership Competition in San Antonio, Texas in late June by placing in the top two (2) at the recent FBLA State Competition.

2) 9th Grade Orientation – The St. Francis High School will sponsor a 9th grade orientation for all upcoming 8th grade Deer Creek students. The event will be held on Friday, May 25, 2012 during the school day.

3) Board Professional Development – Superintendent Thomsen expressed his appreciation to all Board Members on their recent attendance and participation at the Board Professional Development work session held on April 30, 2012.

4) Teacher Appreciation Week Update – Teacher Appreciation Week is held each year during the first full week of May. In observation of teacher and staff appreciation week, the District provided lunch to all staff on Monday, May 7, 2012.

5) Superintendent Thomsen presented an update to the Board on the planning process for the 2012-2013 school year.

Board President Boknevitz reported on the following:

1) Board Member Updates – There were no updates presented from Board Members.

2) St. Francis Association of Commerce Scholarship Dinner - May 22, 2012 – 5:30 p.m. (Polonez Restaurant)

3) St. Francis High School NHS Induction – 6:30 p.m. / Senior Awards 7:00 p.m. – May 23, 2012

4) St. Francis High School Graduation – June 7, 2012 – 7:00 p.m.

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

Approved by:

[Signature]
Brian Warwick
School Board Clerk

[Signature]
Robert G. Boknevitz
Board President
Board President Boknevitz called the work session to order at 6:00 p.m.

PRESENT: Board Members Boknevitz, Mayer, Iwanski, Warwick, Bednarski, Superintendent Thomsen and Business Manager Kelly

VISITORS: Mr. John Ashley, Executive Director – Wisconsin Association of School Boards (WASB); Mr. Miles Turner, Executive Director – Wisconsin Association of School District Administrators (WASDA) (sign-in sheets retained in official minute book)

Superintendent Thomsen 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. Mayer, seconded by Mr. Iwanski to approve the agenda for April 30, 2012. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

SCHOOL BOARD PROFESSIONAL DEVELOPMENT WORK SESSION:

Guest presenters, Mr. John Ashley, Executive Director of WASB and Mr. Miles Turner, Executive Director of WASDA led a presentation on School Board professional development. The presentation focused on the roles and responsibilities of being an effective School Board.

Upon motion by Ms. Mayer, seconded by Mr. Iwanski, the President declared the work session adjourned at 8:05 p.m.

Approved by:

/Diane F. Mayer/  /Robert G. Boknevitz/
Acting School Board Clerk  Board President
Board President Boknevitz called the regular meeting to order at 6:35 p.m.

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

VISITORS: School Board Elected Candidates – Brian Warwick and Amanda Bednarski
(sign-in sheets retained in official minute book)

Superintendent Thomsen 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 April 16, 2012. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

COMMUNICATIONS / COMMENTS FROM VISITORS: None

SPECIAL PRESENTATION OF RECOGNITION PLAQUES

School Board Members, Jacqueline N. Hemmer and Kathleen A. Rutter were presented plaques in recognition of their 12 years of service to the St. Francis School District.

OATH OF OFFICE:

School Board Clerk, Kathleen A. Rutter, administered the Oath of Office to newly elected Board Members, Brian Warwick and Amanda J. Bednarski. Newly elected Board Members will officially take office April 23, 2012.

CONSENT AGENDA ACTION ITEMS:

President Boknevitz 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. Iwanski, the following consent agenda action items were unanimously approved:

- Minutes of April 2, 2012
- Accounts payable expenditures totaling $63,499.54 and payroll / payroll expenditures totaling $500,543.05
- Personnel: None

Upon motion by Ms. Rutter, seconded by Ms. Mayer, the Mariner Virtual Academy Pilot Program was unanimously approved as presented.

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION:

Business Manager Kelly reported on the following:

1) Business Manager Kelly reviewed a revised 2011-2012 budget reflecting changes based on financial funding and expenditures throughout the school year. Upon motion by Ms. Rutter, seconded by Ms. Hemmer, the 2011-2012 budget revision was unanimously approved.

2) Business Manager Kelly reviewed the 2012-2013 preliminary budget reviewing areas where the budget was refined to meet the changing needs of the District.

3) Business Manager Kelly presented short and long-term plans for utilizing Milwaukee County Greene Park as the home field for the St. Francis Boys’ Baseball Team. The short-term plan proposal includes hiring a landscape company to perform infield work to prepare the field for use in May, as well as, the hire of a part-time, temporary District employee for 15 to 20 hours per week to perform the routine maintenance on the field throughout the season. The total cost for the short-term plan is approximately $17,690. The District will be required to develop a sustainable long-term plan if they decide to continue to utilize Greene Park as home field. Discussion ensued. Upon motion by Ms. Rutter, seconded by Ms. Hemmer, the short-term plan to update Milwaukee County Greene Park baseball field to not exceed the cost of $17,690 was unanimously approved.
4) The District is requesting approval to purchase three (3) Blodgett Convection double-stack ovens to replace two (2) ovens at the High School and one (1) at Deer Creek. The District is seeking Board approval at this time in order to receive discounted pricing on the ovens. The purchase of the ovens will be funded out of this year’s 10-Year Maintenance Plan budget. Discussion ensued. Board Member Hemmer inquired if it would be advantageous for the District to also replace Willow Glen’s oven based on the discounted pricing of the ovens. Upon motion by Ms. Rutter, seconded by Mr. Iwanski, the purchase of three (3) Blodgett Convection double-stack ovens to replace two (2) ovens at the High School and one (1) at Deer Creek Intermediate was unanimously approved. As the pricing for the ovens was so competitive, the Board requested that the District consider replacing the fourth and last oven at the High School if the budget allowed for it. Business Manager Kelly will look into the purchase of a fourth oven at the High School.

There were no Board Member updates presented at the meeting.

Superintendent Thomsen reported on the following:

1) Superintendent Thomsen shared important upcoming calendar dates:
   - May 22, 2012 – City of St. Francis TIF Meeting – Superintendent Thomsen and Business Manager Kelly plan to attend.
   - May 22, 2012 – St. Francis Association of Commerce Scholarship Dinner – Polonez Restaurant – 5:30 p.m.
   - May 23, 2012 – NHS Induction – 6:30 p.m. / Senior Awards – 7:00 p.m.
   - June 7, 2012 – High School Graduation – 7:00 p.m.

2) Ms. Anne Carter-Dryer, a citizen of St. Francis was instrumental in reserving two (2) seats for St. Francis High School students to attend a week-long study at Yale University this summer. Two students have submitted their applications for consideration.

3) Connor Doran, a 2010 finalist in “America’s Got Talent” will perform and speak to Deer Creek students on anti-bullying. The event, “Dare to Dream – Anti-Bullying and Epilepsy Awareness” will take place at Deer Creek Intermediate School on April 20, 2012 at 1:30 p.m. This is a school event and is closed to the public with exception to local area sponsors.

Board President Boknevitz reported on the following:

1) President Boknevitz reminded fellow Board Members on the following upcoming dates:
   a. A combined music concert with Thomas More High School is scheduled for April 18, 2012 at 7:00 p.m.

Upon motion by Ms. Rutter, seconded by Ms. Hemmer, the President declared the regular meeting adjourned at 7:41 p.m.

Approved by:

/ original signed/  / original signed/  
Kathleen A. Rutter                      Robert G. Boknevitz
School Board Clerk                    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 2, 2012

APPROVED MINUTES

Board President Bokneitz called the regular meeting to order at 6:35 p.m.

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

EXCUSED: Superintendent Thomsen

VISITORS: School Board Election Candidates – Brian Warwick and Amanda Bednarski
(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 Ms. Hemmer to approve the agenda for April 2, 2012. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

COMMUNICATIONS / COMMENTS FROM VISITORS: None

CONSENT AGENDA ACTION ITEMS:

President Bokneitz 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. Iwanski, the following consent agenda action items were unanimously approved:

- Minutes of March 14, 2012
- Minutes of March 19, 2012 (with revisions)
- Minutes of March 26, 2012
- Accounts payable expenditures totaling $118,586.61 and payroll / payroll expenditures totaling $338,872.12
- Personnel:
  - The appointment of Nicole Thompson as Secondary Spanish Replacement Teacher for the remainder of the 2011-2012 school year.
  - The following athletic contract for the 2011-2012 school year:
    - Alyssa Anderson, JV Golf Coach (0-5 Years) $2,510.00

Upon motion by Ms. Rutter, seconded by Mr. Iwanski, the following revised sections / policies including all revisions, updates and deletions to be in effect as of August 1, 2012 (policy revision summary sheet attached to official minutes) were unanimously approved:

- Section 6000 – Finances
- Section 7000 – Property
- Section 8000 – Operations
- Policy 5113 – Open Enrollment
- Updated Policy 9160 – Public Attendance at School Events

Upon motion by Ms. Hemmer, seconded by Ms. Rutter, the Board unanimously approved the following resolution:

RESOLVED, that the bylaws and policies printed and codified in the comprehensive document entitled “Bylaws and Policies of the St. Francis School District Board of Education” are hereby adopted and effective as of August 1, 2012 and that all bylaws and policies heretofore adopted by the St. Francis School District Board of Education are hereby rescinded, further be it

RESOLVED, that in the event any policy, part of a policy or section of the bylaws is judged to be inconsistent with law, inoperative by a court of competent jurisdiction or is invalidated by a policy or contract duly adopted by this Board, the remaining bylaws, policies and parts of policies shall remain in full effect.
Upon motion by Ms. Hemmer, seconded by Ms. Rutter, the following District donations were unanimously approved:

- $175.00 monetary gift from Ms. Donna Chilsen / DBA Expressive Print & Promotion designated for the St. Francis High School.
- $500.00 monetary gift from Mr. and Mrs. David Scherbarth designated for the St. Francis High School – Girls' Softball.

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION:

The final booklet for the K-8 Summer School / Cool Program was presented for review and approval. Discussion ensued. Upon motion by Ms. Rutter, seconded by Ms. Hemmer, the K-8 Summer School / Cool Program booklet was unanimously approved as presented.

Business Manager Kelly reported on the following:

1) Other Compensation – Attachment E of the Employee Handbook has been modified to include language on the Outdoor Education Trip. Upon motion by Ms. Rutter, seconded by Mr. Iwanski, the modification to Attachment E of the Employee Handbook was unanimously approved.

2) Business Manager Kelly reviewed the 10-year capital projects and maintenance plan with the Board. Discussion ensued. Per Board request, Business Manager Kelly will bring back a priority list categorizing by 1) safety; 2) District needs; and, 3) District wants of the remaining 10-year capital projects and maintenance plan.

The Deer Creek tunnel repair issues continue to frustrate the Board. Business Manager Kelly will further research options to address the repair and report back to the Board.

There were no Board Member updates presented at the meeting.

Business Manager Kelly presented the following Superintendent’s Report on behalf of Dr. Thomsen:

1) The recommendation by Athletic Director Lewandowski and Boys Varsity Baseball Coach Drilling to use four (4) Milwaukee County baseball fields as this season’s home field was discussed. Initial Board consensus is to remain at Greene Park. The Board requested estimates and information to get Greene Park ready for baseball this year. An invitation was extended to Athletic Director Lewandowski and Boys’ Varsity Baseball Coach Drilling to attend the School Board meeting when this issue will again be on the agenda.

2) The St. Francis School District has committed to a continuous improvement model for operations and staff. Part of this process involves gathering feedback through a parent survey. Parents can access and take the survey on their child’s school website. If parent(s) do not have access to a home computer, computers will be available at each school.

3) A brief update was given on the anti-bullying / cyber-bullying presentation held recently at Deer Creek Intermediate School on March 29, 2012 by Milwaukee County District Attorney, John Chisholm.

Board President Boknevitz reported on the following:

1) President Boknevitz reminded fellow Board Members on the following upcoming dates:
   a. A special School Board work session is scheduled for Monday, April 30, 2012 from 6:00 to 8:30 p.m. in the St. Francis High School Library.
   b. There will be a social gathering after the April 16, 2012 regular meeting in appreciation of Jacqueline Hemmer and Kathleen Rutter for their 12 years of service to the School Board, and to welcome the two new School Board Members, Brian Warwick and Amanda Bednarski.
   c. The location of the next regular School Board meeting scheduled for April 16, 2012 has changed to the St. Francis High School Library beginning at 6:30 p.m.

Upon motion by Ms. Rutter, seconded by Ms. Mayer, the President declared the regular meeting adjourned at 8:27 p.m.

Approved by:

Kathleen A. Rutter
School Board Clerk

Robert G. Boknevitz
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 19, 2012

APPROVED MINUTES

Board President Boknevitz called the closed session to order at 5:30 p.m.
Upon motion by Ms. Rutter, seconded by Mr. Iwanski, the Board adjourned into closed session 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, Superintendent evaluation.

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

EXCUSED: Board Vice President Mayer, Superintendent Thomsen and Business Manager Kelly

*Vice President Mayer arrived at approximately 6:11 p.m.

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

Board President Boknevitz called the regular meeting to order at 6:30 p.m.

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

VISITORS: SFHS Assistant Principal / Athletic Director – Michael Lewandowski; School Board Election Candidate – Brian Warwick (sign-in sheets retained in official minute book)

Superintendent Thomsen 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 Ms. Mayer to approve the agenda for March 19, 2012. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

COMMUNICATIONS / COMMENTS FROM VISITORS: None

SPECIAL PRESENTATION BY SFHS PRINCIPAL MANCL:

St. Francis High School Principal Mancl gave a presentation on the St. Francis High School’s Improvement Plan – “College, Career and Life Ready.” The Plan will focus on three (3) key areas: behavior, academics and culture. Principal Mancl also reviewed balanced assessment and provided information on the future of the EXPLORE, PLAN, and ACT testing.

CONSENT AGENDA ACTION ITEMS:

President Boknevitz 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 Ms. Hemmer, the following consent agenda action items were unanimously approved:

- Minutes of March 5, 2012
- Minutes of March 12, 2012
- Accounts payable expenditures totaling $190,585.73 and payroll/payroll expenditures totaling $485,466.23
- Personnel:
  - The following athletic contract for the 2011-2012 school year:
    - Stephanie Lasko, JV Track Coach (0-5 Years / .50 Contract) $1,255.00

Upon motion by Ms. Rutter, seconded by Ms. Mayer, updated School Board Policy D-24 Open Enrollment was unanimously approved.
Upon motion by Ms. Rutter, seconded by Mr. Iwanski, the following revised sections / policies including all revisions, updates and deletions to be in effect as of August 1, 2012 (policy revision summary sheet attached to official minutes) were unanimously approved:

- Remaining Section 5000 – Students (excluding Policy 5113 to be approved at a later date)
- Section 3000 – Professional Staff
- Section 4000 – Support Staff

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

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION:

St. Francis High School Assistant Principal and Athletic Director, Mr. Michael Lewandowski presented an update on the progress of the academic interventions implemented for athletes during the 2011-2012 school year. Participation in the after-school study hall is mandatory for academically ineligible student athletes who wish to remain on the team. Mr. Lewandowski presented a document showing the progress of the six (6) student athletes who participated in the program during the fall 2011 semester.

The High School Spanish class field trip request to Spain in June 2013 was presented for approval. Discussion ensued. Upon motion by Ms. Rutter, seconded by Ms. Mayer, the Spanish class field trip to Spain in June 2013 was unanimously approved contingent upon compliance with Board Policy.

Business Manager Kelly reported on the following:

1) Business Manager Kelly presented a proposal for 2012-2013 school fees for review and approval. Discussion ensued. Upon motion by Ms. Rutter, seconded by Ms. Hemmer, the proposed 2012-2013 school fees were unanimously approved as amended.
2) Business Manager Kelly reviewed the 10-year capital projects and maintenance plan with the Board. The Board will discuss the 10-year plan further at future Board meetings.
3) Repair and Re-Surface of the High School Tennis Courts – The District recently sent out requests for quotes. After review of all quotes, the District is recommending the contract with Armstrong Enterprises. Upon motion by Mr. Bokneitz, seconded by Ms. Rutter, the School Board unanimously approve the use of Fund 80 and the General Fund balance to contract with Armstrong Enterprises for the repair and re-surfacing of the High School tennis courts.

Board Members provided the following update:

1) Board Member Hemmer reported the City of St. Francis Common Council approved preliminary discussions with the St. Francis School District regarding the joint sign project. City of St. Francis Alderwoman, Debbie Fliss and Board Member Hemmer will do additional research and report back to both groups.

Superintendent Thomsen reported on the following:

1) Superintendent Thomsen presented information supporting the need to increase the High School Alternative Education position from .70 FTE to 1.0 FTE for the 2012-2013 school year. Discussion ensued. Upon motion by Mr. Bokneitz, seconded by Ms. Rutter, the Board unanimously approved the FTE increase for the High School Alternative Education position for the 2012-2013 school year.
2) Superintendent Thomsen presented information on District grading practices. This information will be the foundation for future professional development discussions.
3) Superintendent Thomsen discussed the impact of Act 10 on Wisconsin school districts.
4) Superintendent Thomsen announced an upcoming anti-bullying / cyber-bullying presentation by Milwaukee County District Attorney, John Chisholm on March 29, 2012 - 6:00 p.m. at Deer Creek Intermediate School.

Board President Bokneitz reported on the following:

1) President Bokneitz presented an update on his recent attendance at the MATC District Board Appointment Committee meeting held on March 17, 2012.

Upon motion by Ms. Rutter, seconded by Ms. Hemmer, the President declared the regular meeting adjourned at 8:54 p.m.

Approved by:

Kathleen A. Rutter
School Board Clerk

Robert G. Bokneitz
Board President
ST. FRANCIS SCHOOL DISTRICT  
4225 SOUTH LAKE DRIVE  
ST. FRANCIS, WI 53235  

SCHOOL BOARD POLICY WORK SESSION  
HELD IN THE ST. FRANCIS HIGH SCHOOL LIBRARY  
March 12, 2012  

APPROVED MINUTES

Board President Bokneitz called the closed session to order at 5:00 p.m.

Upon motion by Ms. Rutter, seconded by Mr. Iwanski, the Board adjourned into closed session according to Wisconsin State Statutes 19.85 (1)(f) for considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons...which if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations, specifically, discussion of personnel issue.

PRESENT:  
Board Members Bokneitz, Iwanski, Hemmer, Superintendent Thomsen and  
Business Manager Kelly

EXCUSED:  
Board Member Mayer

The President called closed session to order at 5:00 p.m. The Board reconvened into open session at approximately 5:10 p.m., taking no action.

President Robert Bokneitz called the work session to order at 5:10 p.m.

PRESENT:  
Board Members Bokneitz, Mayer,* Iwanski, Rutter,* Hemmer, Superintendent Thomsen,  
Business Manager Kelly, and District Secretary Jarosh

VISITORS:  
School Board Election Candidate - Brian Warwick (sign-in sheets retained in official minute book)

*Board Vice President Mayer arrived at approximately 5:20 p.m.

Superintendent Thomsen 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 Ms. Hemmer to approve the agenda for March 12, 2012. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

BOARD POLICY WORK SESSION:

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

a. Remaining Section 5000 – Students
   ▪ 5113 – Open Enrollment Program (Inter-District)
   ▪ 5516 – Student Hazing
   ▪ 5517 – Student Anti-Harassment
   ▪ 5517.01 – Bullying
   ▪ 5520 – Disorderly Conduct
   ▪ 5530 – Drug Prevention
   ▪ 5540 – The Schools and Governmental Agencies
   ▪ 5540.01 – Investigations Involving Suspected Child Abuse
   ▪ 5600 – Student Discipline
   ▪ 5605 – Suspension / Expulsion of Students with Disabilities
   ▪ 5610 – Suspension and Expulsion
   ▪ 5610.02 – In-School Discipline
   ▪ 5611 – Due Process Rights
   ▪ 5630 – Corporal Punishment
   ▪ 5630.01 – Seclusion / Restraint in Special Education
   ▪ 5710 – Students Complaints
   ▪ 5720 – Student Activism
   ▪ 5722 – School-Sponsored Publications and Productions
   ▪ 5724 – High School Voter Registration Program
   ▪ 5730 – Equal Access for Non-District Sponsored Student Clubs & Activities
   ▪ 5751 – Parental-Married Status of Students
   ▪ 5771 – Search and Seizure
   ▪ 5772 – Weapons
   ▪ 5780 – Student / Parent Rights
b. Section 3000 – Professional Staff
   - 3111 – Creating a Position
   - 3112 – Board-Staff Communication
   - 3120 – Employment of Professional Staff
   - 3120.01 – Job Descriptions
   - 3120.04 – Employment of Substitutes
   - 3120.05 – Employment of Personnel in Driver Education and Community Ed Programs
   - 3120.06 – Selecting Student Teachers/Administrative Interns
   - 3120.07 – Employment of Casual Resource Personnel
   - 3120.08 – Employment of Personnel for Co-Curricular/Extra-Curricular Activities
   - 3120.09 – Volunteers
   - 3121 – Criminal History Record Check
   - 3122 – Non-Discrimination and Equal Employment Opportunity
   - 3122.01 – Drug-Free Workplace
   - 3122.02 – Non-Discrimination Based on Genetic Information of the Employee
   - 3123 – Section 504 / ADA – Prohibition Against Disability Discrimination in Employment
   - 3124 – Employment Contract
   - 3125 – Wisconsin Quality Educator Initiative
   - 3130 – Assignment and Transfer
   - 3131 – Reduction in Staff
   - 3132 – Vacancies
   - 3139 – Staff Discipline
   - 3140 – Termination, Non-Renewal and Resignation
   - 3143 – Non-Renewal of Administrative Contracts
   - 3160 – Physical Examination
   - 3161 – Unrequested Leaves of Absence / Fitness for Duty
   - 3170 – Substance Abuse
   - 3170.01 – Employee Assistance Program (EAP)
   - 3210 – Staff Ethics
   - 3213 – Student Supervision and Welfare
   - 3214 – Staff Gifts
   - 3215 – Use of Tobacco by Professional Staff
   - 3216 – Staff Dress and Grooming
   - 3217 – Weapons
   - 3220 – Staff Evaluation
   - 3231 – Outside Activities of Staff
   - 3236 – Receipt of Legal Documents by District Employees
   - 3242 – Professional Growth Requirements
   - 3243 – Professional Meetings
   - 3310 – Freedom of Speech in Non-Instructional Settings
   - 3340 – Grievance Procedure
   - 3362 – Employee Anti-Harassment
   - 3362.01 – Threatening Behavior Toward Staff Members
   - 3419 – Group Health Plans
   - 3419.01 – Privacy Protections of Self-Funded Group Health Plans
   - 3425 – Benefits
   - 3430 – Leaves of Absence
   - 3430.01 – Family & Medical Leave of Absence ("FMLA")
   - 3431 – Employee Leaves
   - 3432 – Employee Sick Leave
   - 3440 – Job-Related Expenses
   - 3531 – Unauthorized Work Stoppage

c. Section 4000 – Support Staff
   - 4111 – Creating a Position
   - 4112 – Board-Staff Communication
   - 4120 – Employment of Support Staff
   - 4120.01 – Job Descriptions
   - 4120.04 – Employment of Substitutes
   - 4120.09 – Volunteers
   - 4121 – Criminal History Record Check
   - 4122 – Non-Discrimination and Equal Employment Opportunity
   - 4122.01 – Drug-Free Workplace
   - 4122.02 – Non-Discrimination Based on Genetic Information of the Employee
• 4123 – Section 504 / ADA – Prohibition Against Disability Discrimination in Employment
• 4124 – Employment Contract
• 4130 – Assignment and Transfer
• 4131 – Reduction in Staff
• 4132 – Vacancies
• 4139 – Staff Discipline
• 4140 – Termination and Resignation
• 4160 – Physical Examination
• 4161 – Unrequested Leaves of Absence / Fitness for Duty
• 4170 – Substance Abuse
• 4170.01 – Employee Assistance Program (EAP)
• 4210 – Support Staff Ethics
• 4213 – Student Supervision and Welfare
• 4214 – Staff Gifts
• 4215 – Use of Tobacco by Support Staff
• 4216 – Support Staff Dress and Grooming
• 4217 – Weapons
• 4220 – Evaluation of Support Staff
• 4231 – Outside Activities of Support Staff
• 4236 – Receipt of Legal Documents by District Employees
• 4310 – Freedom of Speech in Non-Instructional Settings
• 4340 – Grievance Procedure
• 4362 – Employee Anti-Harassment
• 4362.01 – Threatening Behavior Toward Staff Members
• 4419 – Group Health Plans
• 4419.01 – Privacy Protections of Self-Funded Group Health Plans
• 4425 – Benefits
• 4430 – Leaves of Absence
• 4430.01 – Family & Medical Leave of Absence (“FMLA”)
• 4430.05 – Nursing Mothers
• 4431 – Employee Leaves
• 4432 – Employee Sick Leave
• 4440 – Job-Related Expenses
• 4531 – Unauthorized Work Stoppage

Discussion ensued and the Board recommended revisions to the following policies (a detailed summary of proposed revisions, including any policy updates is retained in the official minute book):

• 5540.01 – Investigations Involving Suspected Child Abuse
• 5722 – School-Sponsored Publications & Productions
• 5772 – Weapons
• 3112/4112 – Board-Staff Communication
• 3120.05 – Employment of Personnel – Driver’s & Community Ed Programs
• 3122.02/4122.02 – Non-Discrimination Based on Genetic Information of Employee
• 3123/4123 – Section 504/ADA Prohibition Against Disability Discrimination in Employment
• 3125 – Wisconsin Quality Educator Initiative
• 3139/4139 – Staff Discipline
• 3161/4161 – Unrequested Leaves of Absence / Fitness for Duty
• 3216/4216 – Staff Dress & Grooming
• 3425/4425 – Benefits

The Board also recommended tabling the following section / policies:

• 5113
• 5540
• 5610.02
• 5771
• 3180/4180
• 3217/4217

Open Enrollment Program (Inter-District)
The Schools & Governmental Agencies
In-School Discipline
Search & Seizure
Physical Examination
Weapons

Upon motion by Ms. Rutter, seconded by Mr. Iwanski, the President declared the policy work session adjourned at 7:55 p.m.

Submitted By:

[Signatures]

Kathleen A. Rutter
School Board Clerk

Robert G. Bokneviz
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 5, 2012

APPROVED MINUTES

Board President Boknevelt called the closed session to order at 6:04 p.m.

Upon motion by Ms. Rutter, seconded by Ms. Hemmer, the Board adjourned into closed session 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, Superintendent evaluation.

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

EXCUSED: Board Vice President Mayer, Superintendent Thomsen and Business Manager Kelly

The President called closed session to order at 6:04 p.m. The Board reconvened into open session at approximately 6:49 p.m., taking no action.

Board President Boknevelt called the regular meeting to order at 6:50 p.m.

PRESENT: Board Members Boknevelt, Iwanski, Rutter, Hemmer, Superintendent Thomsen, and Business Manager Kelly

EXCUSED: Board Vice President Mayer

VISITORS: School Board Election Candidate - Brian Warwick (sign-in sheets retained in official minute book)

Superintendent Thomsen 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 Ms. Hemmer to approve the agenda for March 5, 2012. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

COMMUNICATIONS TO THE BOARD: None

COMMENTS FROM VISITORS: None

CONSENT AGENDA ACTION ITEMS:

President Boknevelt 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 Ms. Hemmer, the following consent agenda action items were unanimously approved:

- Minutes of February 20, 2012
- Minutes of February 27, 2012
- Accounts payable expenditures totaling $150,642.30 and payroll / payroll expenditures totaling $346,542.57
- Personnel: None

Upon motion by Ms. Hemmer, seconded by Ms. Rutter, updated School Board Policy E-01 Mission and Vision Statement was unanimously approved.

Upon motion by Ms. Rutter, seconded by Ms. Hemmer, the following revised sections/policies including all revisions, updates and deletions to be in effect as of August 1, 2012 (policy revision summary sheet attached to official minutes) were unanimously approved:

- Section 0150 - Organization
- Section 2000 - Program
- Section 5000 - Students (through policy 5514.01; excluding policies 5113; 5136; 5136.01 and 5460)
Upon motion by Ms. Rutter, seconded by Mr. Iwanski, the Application for Use of School Facilities for the St. Francis Association of Commerce in conjunction with the Annual Spaghetti Dinner was unanimously approved.

Upon motion by Ms. Rutter, seconded by Ms. Hemmer, the monetary donation of $105.00 from Home Depot to be designated towards the purchase of materials to construct a cardboard planetarium at Deer Creek Intermediate School was unanimously approved.

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION:

St. Francis High School Principal, Ms. Michelle Manol and Business Manager, Julie Kelly presented the initial draft of the Information & Technology Plan for Board review and input, as well as, consideration to adopt of Board Policy 5136. Discussion ensued. Creating the conditions which will allow student to acquire technology skills, as identified in the Technology Standards, requires school districts to provide in-depth technology instruction. It is vital that students become responsible and ethical digital users of information and technology. Discussion ensued. Upon motion by Ms. Rutter, seconded by Ms. Hemmer, the initial draft of the Information & Technology Plan to include NEOLA Policy 5136 was unanimously approved as presented.

NEOLA Policy 5136.01 was removed from the agenda and will not be considered for approval.

Business Manager Kelly presented a document comparing 2011-2012 school fees among districts in Southeastern Wisconsin. A proposal for 2012-2013 school fees will be presented at the next regular meeting for consideration.

Business Manager Kelly reported on the following:

1) Business Manager Kelly distributed a 2012-2013 budget refinement worksheet outlining a list of potential budgetary reduction options to balance the 2012-2013 budget. The Board reviewed the information and discussed implications of the proposed items.

2) Business Manager Kelly presented the preliminary staffing plan for the 2012-2013 school year. At the present time, there are no proposed reductions to the current staffing plan. Administration will present a proposal to increase the High School At-Risk Teacher position from .70 FTE to 1.0 FTE at the March 19, 2012 meeting. The District will also replace a High School Special Education Teacher who is retiring in June 2012.

3) Business Manager Kelly provided a facility update on several capital projects that will be brought forward for Board approval.

4) The structural consultant recommendation was tabled pending further information.

5) Repair and Re-Surface of the High School Tennis Courts – The District has sent out a “Request for Quotation” to various vendors. The deadline for all quotations was March 2, 2012. The District has begun the review process of all quotations and will bring back their recommendation at the March 19, 2012 regular meeting. The District’s timeline is to begin work immediately after the end of the boys’ tennis season and completed by June 30, 2012.

6) Deer Creek Pool Tile Repair – There have been a number of tiles in the Deer Creek pool that have chipped and cracked, creating unsafe areas in the pool. The District received quotes from two different pool companies that the District has worked with in the past. Upon review of the quotes, the District is recommending the quote from Pool Doctors as they can provide the service at a lower cost of $3,100. Once the repairs are complete, the District will need to pay to re-fill the pool, that cost is $5,805. Upon motion by Ms. Rutter, seconded by Ms. Hemmer, the School Board unanimously approved the use of Fund 80 in an amount not to exceed $9,500 for the repair and re-fill of the Deer Creek pool.

7) Pool Lift Recommendation – In compliance with ADA regulations, the District will be required to have a lift in the Deer Creek pool by the end of March 2012. After review of three different quotes, the District is recommending the quote from Spinalife – Patriot Portable Pool Lift at a cost of $6,595. This lift supports up to 450 lbs. Upon motion by Ms. Rutter, seconded by Ms. Hemmer, the School Board unanimously approved the use of Fund 80 to purchase the Spinalife Patriot Portable Pool Lift in an amount not to exceed $6,600.

Board Members provided the following update:

1) Board Member Hemmer reported on the progress of the school and community sign project. Board Member Hemmer plans to attend the City of St. Francis Common Council meeting on Tuesday, March 6, 2012 and report back at the next regular meeting.

Superintendent Thomsen reported on the following:

1) Superintendent Thomsen reviewed 504 compliance updates with the Board.

2) Superintendent Thomsen presented information on homework practices, the purpose of homework and how homework should be utilized in the St. Francis School District. School districts interested in engaging and helping all students to succeed need to carefully compare current practices to best practices. More information will be brought forward at future meeting.

3) Superintendent Thomsen reviewed the approved 2012-2013 school calendar. Upon recent input from staff, Dr. Thomsen is recommending minor revisions to the 2012-2013 calendar. Upon motion by Mr. Bokneitz, seconded by Ms. Rutter, the following revisions to the 2012-2013 school calendar were unanimously approved:
a. May 3, 2013 - Staff Workday
b. June 6, 2013 - Last Student Day
c. June 7, 2013 - Last Staff Day

Board President Boknevitz reported on the following:

1) President Boknevitz reminded fellow Board Members on the upcoming Green Eggs & Ham Breakfast at Willow Glen Primary School on Wednesday, March 7, 2012 at 7:30 a.m.

Upon motion by Ms. Rutter, seconded by Mr. Boknevitz, the President declared the regular meeting adjourned at 9:12 p.m.

Approved by:

Kathleen A. Rutter
School Board Clerk

Robert G. Boknevitz
Board President
President Robert Boknevitl called the work session to order at 5:12 p.m.

PRESENT: 
Board Members Boknevitl, Mayer,* Iwanski, Rutter,* Hemmer, Superintendent Thomsen, 
Business Manager Kelly, and District Secretary Jarosh

VISITORS: 
School Board Election Candidate - Brian Warwick (sign-in sheets retained in official minute book)

*Board Clerk Rutter arrived at approximately 5:15 p.m. / Board Vice President Mayer arrived at approximately 6:20 p.m.

Superintendent Thomsen 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. Boknevitl, seconded by Ms. Hemmer to approve the agenda for February 27, 2012. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

BOARD POLICY WORK SESSION:

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

Section 0150 – Organization
- 0151 – Annual School District Meeting
- 0151.1 – Annual Board Reorganization Meeting
- 0152 – Officers
- 0155 – Committees

Section 2000 – Program
- 2105 – Mission of the District
- 2110 – Statement of Philosophy
- 2120 – Management Restructuring and School Improvement
- 2131.01 – Reading Instructional Goals
- 2132 – Educational Process Goals
- 2210 – Curriculum Development
- 2220 – Adoption of Courses of Study
- 2221 – Special Observance Days
- 2230 – Course Guides
- 2240 – Controversial Issues in the Classroom
- 2250 – Innovative Programs
- 2280 – Nondiscrimination and Access to Equal Educational Opportunity
- 2280.01 – Section 504 / ADA Prohibition Against Discrimination Based on Disability
- 2260.02 – English Language Proficiency
- 2281 – Title I Services
- 2281.01 – Parent Participation in Title I Programs
- 2281.02 – Title I – Parents’ Right to Know
- 2270 – Religion in the Curriculum
- 2271 – Youth Options Program
- 2330 – Homework
- 2340 – Field and Other District-Sponsored Trips
- 2370 – Educational Options
- 2411 – Guidance and Counseling
- 2412 – Homebound Instruction Program
- 2413 – Health Education
- 2414 – Human Growth and Development
- 2416 – Student Privacy and Parental Access to Information
- 2416.01 – Parental/Police Access to Library Media Center Information
- 2421 – Vocational-Technical Education Program
- 2421.01 – Students as Trainees
- 2423 – School-to-Work Program
- 2430 – District-Sponsored Clubs and Activities
- 2430.01 – Special Programs by Community Volunteers
- 2431 – Interscholastic Athletics
- 2440 – Summer School
• 2450 – Community and Adult Education
• 2451 – Alternative High School Programming
• 2460 – Exceptional Education Needs
• 2460.02 – Least Restrictive Environment Position Statement
• 2461 – Recording of IEP Team Meetings
• 2464 – Programs for Gifted and Talented Students
• 2510 – Adoption of Textbooks
• 2521 – Selection of Instructional Materials and Equipment
• 2531 – Copyrighted Works
• 2605 – Program Accountability and Evaluation
• 2623 – Student Assessment
• 2700 – Annual District Report
• 2700.01 – School Performance Report

Section 5000 – Students
• 5111 – Eligibility of Resident/Non-Resident Students
• 5111.01 – Homeless Students
• 5111.02 – Educational Opportunity for Military Children
• 5112 – Entrance Age
• 5113 – Open Enrollment Program (Inter-District)
• 5113.02 – Intra-District Safe School Transfers Options
• 5114 – Foreign and Foreign-Exchange Students
• 5120 – Assignment within District
• 5130 – Withdrawal from School
• 5136 – Non-District Provided Wireless Communication & Electronic Devices
• 5136.01 – Electronic Equipment
• 5200 – Attendance
• 5200.01 – Full-Time Student
• 5215 – Missing and Absent Children
• 5223 – Absences for Religious Instruction
• 5230 – Late Arrival and Early Dismissal
• 5310 – Health Services
• 5310.01 – Emergency Nursing Services
• 5320 – Immunization
• 5330 – Administration of Medication / Emergency Care
• 5335 – Care of Students with Chronic Health Conditions
• 5340 – Student Accidents
• 5341 – Emergency Medical Authorization
• 5350 – Student Suicide
• 5410 – Promotion, Placement, and Retention
• 5420 – Reporting Student Progress
• 5421 – Grading
• 5430 – Class Rank
• 5461 – Student Recognition
• 5451.01 – Wisconsin Academic Excellence Scholarship
• 5460 – Graduation Requirements
• 5463 – Credits in Non-Public Schools
• 5464 – Early Graduation
• 5500 – Student Code of Classroom Conduct
• 5511 – Dress and Grooming
• 5512 – Use of Tobacco by Students
• 5513 – Care of District Property
• 5514.01 – Student Use of Motor Vehicles
• 5514.02 – Student Use of Service / Companion Animals
• 5516 – Student Hazing
• 5517 – Student Anti-Harassment
• 5517.01 – Bullying
• 5520 – Disorderly Conduct
• 5530 – Drug Prevention
• 5540 – The Schools and Governmental Agencies
• 5540.01 – Investigations Involving Suspected Child Abuse
• 5500 – Student Discipline
• 5605 – Suspension / Expulsion of Students with Disabilities
• 5610 – Suspension and Expulsion
• 5610.02 – In-School Discipline
• 5611 – Due Process Rights
• 5630 – Corporal Punishment
• 5630.01 – Seclusion / Restraint in Special Education
• 5710 – Students Complaints
• 5720 – Student Activism
• 5722 – School-Sponsored Publications and Productions
• 5724 – High School Voter Registration Program
• 5730 – Equal Access for Non-District Sponsored Student Clubs & Activities
• 5751 – Parental-Married Status of Students
Discussion ensued and the Board recommended revisions to the following policies (a detailed summary of proposed revisions, including any policy updates is retained in the official minute book):

- 2110 Statement of Philosophy
- 2131.01 Reading Instructional Goals
- 2210 Curriculum Development
- 2261 Title I Services
- 2413 Health Education
- 2416 Student Privacy & Parental Access to Information
- 2421.01 Students as Trainees
- 5114 Foreign and Foreign-Exchange Students
- 5130 Withdrawal from School
- 5330 Administration of Medication / Emergency Care
- 5451.01 Wisconsin Academic Excellence Scholarship

The Board also recommended tabling the following section / policies:

- 5113 Open Enrollment Program (Inter-District)
- 5460 Graduation Requirements

Upon recommendation from NEOLA, the following policy will be deleted:

- 5514.02 Student Use of Service / Companion Animals

Upon motion by Mr. Boknevitz, seconded by Ms. Rutter, the President declared the policy work session adjourned at 8:31 p.m.

Approved by:

Kathleen A. Rutter
School Board Clerk

Robert G. Boknevitz
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 20, 2012

APPROVED MINUTES

Board President Boknevitz called the regular meeting to order at 6:30 p.m.

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

VISITORS: Ms. Michelle Mancl – St. Francis High School Principal; Ms. Mary Garcia-Velez – Deer Creek Intermediate School Principal; St. Francis High School Teacher – Trudy Hundt; School Board Election Candidate - Brian Warwick (sign-in sheets retained in official minute book)

Superintendent Thomsen 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 February 20, 2012. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

COMMUNICATIONS TO THE BOARD: A note of appreciation from the family of Sue Orlowski and Julie Kelly on the sympathies expressed by the District on the recent passing of their mother and grandmother.

COMMENTS FROM VISITORS: None

CONSENT AGENDA ACTION ITEMS:

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

Upon motion by Mr. Iwanski, seconded by Ms. Rutter, the following consent agenda action items were unanimously approved:

- Minutes of February 6, 2012
- Accounts payable expenditures totaling $152,600.94 and payroll / payroll expenditures totaling $490,893.78
- Personnel:
  - The following athletic contracts for the 2011-2012 school year:
    - Brandon Blahnik, Head Track Coach (+5 Years) $4,515.00
    - James Dorlack, JV Girls Softball Coach (+5 Years) 2,780.00
    - Joe Greco, JV Track Coach (0-5 Years) 2,510.00
    - Nick Hirth, JV Track Coach (0-5 Years) 2,510.00
    - Michael King, Head Boys’ Tennis Coach (+5 Years) 3,470.00
    - George Logie, JV Track Coach (+5 Years) 2,780.00
    - David Santi, Head Golf Coach (0-5 Years) 3,140.00
    - Dan Schramka, JV Boys’ Tennis Coach (+5 Years) 2,780.00
    - Todd VanCaster, Head Girls’ Softball Coach (0-5 Years) 3,140.00

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION:

Superintendent Thomsen presented comparison information on two (2) proposed calendar modules for the 2012-2013 school year. Discussion ensued. Upon motion by Ms. Rutter, seconded by Ms. Hemmer, Calendar Option B was unanimously approved as presented.

Superintendent Thomsen presented the 2012 Summer School booklets for grades K-8 and 9-12. This year, the K-8 Summer School Program will be offered at Deer Creek Intermediate School. The K-8 Summer School will offer intervention type classes for students who require academic intervention and support (revealed by MAP and benchmark assessment data).

The 2012 Summer School Program for grades 9-12 will be held at the St. Francis High School. Specific modifications to the High School Summer School include “for credit” courses. These courses allow students to take up to two courses and earn up to one full credit
during the Summer School Program. The “for credit” courses will be available to all High School students, as well as, incoming 9th grade students. Discussion ensued. Upon motion by Mr. Bokneitz, seconded by Ms. Hemmer the 2012 K-8 Summer School booklet was unanimously approved as presented. Upon motion by Ms. Hemmer, seconded by Ms. Rutter, the 2012 Grades 9-12 Summer School booklet was unanimously approved as presented.

Business Manager Kelly reported on the following:

1) Business Manager Kelly presented a facility use request for Board consideration. The St. Francis/Cudahy Little League has requested to use gymnasium space at one of the St. Francis Schools. Upon review and in hopes of a collaborative goodwill effort, the District requests the Board to waive the customary Group 5 fee for the months of February and March and allow the St. Francis/Cudahy Little League access to the High School upper gymnasium no more than three (3) days a week, at less than three (3) hours per practice. Upon motion by Ms. Rutter, seconded by Mr. Iwanski, the St. Francis/Cudahy Little League facility use request with the Group 5 fee waived for the months of February and March was unanimously approved.

2) Business Manager Kelly presented the following modification to the Employee Handbook:
   a. Unpaid Leave of Absence – New proposed language to the Employee Handbook covering “unpaid leave of absences” was presented for review. Upon motion by Ms. Rutter, seconded by Mr. Iwanski, the new language was unanimously approved.

3) Business Manager Kelly presented an update on staff usage of the “time-off request” feature in the Skyward Software utilized by the District. The District hopes to expand the usage of the software’s capabilities to include professional development, such as, conference attendance and employee reimbursements.

Board Members provided the following update:

1) The St. Francis Association of Commerce Annual Spaghetti Dinner is scheduled for Sunday, March 25, 2012 at St. Paul’s Church.

Superintendent Thomsen reported on the following:

1) Superintendent Thomsen presented an Open Enrollment Financial Analysis, highlighting on the fiscal and educational impact to the District.

2) Superintendent Thomsen presented the Board with an update on the staff attendance incentive that was implemented this year. Dr. Thomsen discussed the fiscal and educational impact to the District. To date, substitute coverage costs are down approximately $12,000 from last school year.

3) Superintendent Thomsen presented information on the District’s assessment beliefs. The Administrative Leadership Team has recently completed a review of literature and research related to assessment, grading and homework practices. School districts interested in engaging and helping all students to succeed need to carefully compare current practices to best practices. More information will be brought forward at future meeting.

4) Superintendent Thomsen reported that a Building Principal survey will be sent to individual staff via email. Practicing continuous improvement requires obtaining feedback and reviewing the feedback. Once the survey information is collected, results will be reviewed by the Superintendent and Building Principal.

5) Superintendent Thomsen presented an updated “Monitoring and Prioritizing Systems” list for Board review.

Board President Bokneitz reported on the following:

1) The last Board meeting for Board Members Rutter and Hemmer will be on April 16, 2012. New Board Members will take office on April 23, 2012.

Upon motion by Ms. Rutter, seconded by Ms. Hemmer, the President declared the regular meeting adjourned at 8:25 p.m.

Approved by:

[Signatures]

Kathleen A. Rutter  
School Board Clerk

Robert G. Bokneitz  
Board President
ST. FRANCIS SCHOOL DISTRICT
4225 SOUTH LAKE DRIVE
ST. FRANCIS, WI 53235

REGULAR MEETING
HELD IN THE WILLOW GLEN PRIMARY SCHOOL LIBRARY
February 6, 2012

APPROVED MINUTES

Board President Bokneitz called the closed session to order at 6:00 p.m.

Upon motion by Ms. Rutter, seconded by Ms. Hemmer, the Board adjourned into closed session in the Willow Glen Library Media Center according to Wisconsin State Statutes 19.85 (1)(f) for considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons…which if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations, specifically, personnel issue; and

Section 19.85 (1)(g) to confer 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 is likely to become involved, specifically, review of legal issue.

PRESENT: Board Members Bokneitz, Mayer,* Iwanski, Rutter, Hemmer, Superintendent Thomsen and Business Manager Kelly

VISITORS: Attorney Gary Ruesch – Buelow Vetter, S.C.

*Board Vice President Mayer arrived at approximately 6:05 p.m.

The President called closed session to order at 6:00 p.m. The Board reconvened into open session at approximately 6:34 p.m., taking no action.

Board President Bokneitz called the regular meeting to order at 6:34 p.m.

PRESENT: Board Members Bokneitz,* Mayer, Iwanski, Rutter, Hemmer, Superintendent Thomsen, and Business Manager Kelly

VISITORS: Ms. Laurie Pogorzelski – Willow Glen Principal; Ms. Michelle Mancl – St. Francis High School Principal; Willow Glen Teachers – Laura Cogburn, Ellen Erceg, Mary Pat Graffwallner, Karen Kulig, Donna Payment, and Kathleen Reeves; School Board Election Candidate - Brian Warwick (sign-in sheets retained in official minute book)

*Board President Bokneitz was excused from the meeting at approximately 7:55 p.m.

Superintendent Thomsen 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 Ms. Hemmer to approve the agenda for February 6, 2012. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

COMMUNICATIONS TO THE BOARD: None

COMMENTS FROM VISITORS: None

SPECIAL PRESENTATION BY WILLOW GLEN PRINCIPAL POGORZELSKI:

Willow Glen Principal Pogorzelski gave an update on Willow Glen’s reading improvement initiatives for 2011-2012. Principal Pogorzelski reviewed Willow Glen’s curriculum and delivery model and presented an update on the Measures of Academic Progress (MAP). MAP is a specific school indicator assessment that measures the impact of school-wide interventions and strategies reflected in school improvement plans. MAP is standardized, aligned to State standards, and the results provide immediate feedback to students, parents, teachers, and administrators. The next MAP assessment is scheduled for late April. Principal Pogorzelski also gave a brief tour of Willow Glen Primary School highlighting the student learning environment.
CONSENT AGENDA ACTION ITEMS:

President Bokneitz 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 Ms. Hemmer, the following consent agenda action items were unanimously approved:

- Minutes of January 23, 2012
- Minutes of January 30, 2012
- Accounts payable expenditures totaling $192,210.77 and payroll / payroll expenditures totaling $149,609.79
- Personnel:
  > The following athletic contract for the 2011-2012 school year:
    > Ted Brzenk, Boys’ JV Baseball Coach $2,780.00

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

- One (1) LG 37” LCD HDTV and one (1) Logitech HD Webcam in support of the classroom project, “Let’s Go Beyond Our Four (4) Walls” at Deer Creek Intermediate School donated by the Tramp Family; Debbie Riepl; Joan Graven; Anne Pirlot; Todd Hansen; anonymous matching fund donors; and Peter/Laura Graven.
- One (1) UV sterilization goggle cabinet and set of thirty (30) safety splash goggles designated for the new Science Lab at Deer Creek Intermediate School donated by the Stawski Family.
- Ten (10) natural gas Bunsen burners and 2’ tubing supplies designated for the new Science Lab at Deer Creek Intermediate School donated by the Deer Creek/Willow Glen PTO; Peter Graven; and an anonymous matching fund donor.

Upon motion by Ms. Hemmer, seconded by Ms. Rutter, the following revised sections / policies to be effective as of August 1, 2012 (policy revision summary sheet attached to official minutes) were unanimously approved:

- Section 0000 (excluding Section 0150)
- Section 1000 (Administration)
- Section 9000 (excluding Policy 9190)

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION:

Business Manager Kelly reported on the following:

1) Business Manager Kelly distributed the referendum / capital project list for review. The report provided detailed information on projects completed with referendum dollars; projects completed with District dollars; and projects that remain on the outstanding capital projects list. All of the referendum projects are now complete and the final payment information will be presented at the next regular School Board meeting for approval.

2) Business Manager Kelly presented a financial analysis of Open Enrollment at the High School. The Board reviewed information showing course availability based on student enrollment, as well as, the financial impact to the District.

3) Business Manager Kelly discussed various scenarios based on budget assumptions in conjunction with the budget refinement process. The Board will begin to review proposed 2012-2013 staffing plans at the next regular Board meeting to assist with decision making during the budget refinement process.

4) Business Manager Kelly gave a visual presentation on the development of the employee resources link on the District’s website. The District’s goal is to utilize the website for all employee resource documents.

No updates were provided by Board Members.

Superintendent Thomsen reported on the following:

1) Superintendent Thomsen presented the purchase of Everyday Math – 2012 Edition for approval. Everyday Math was adopted in the St. Francis School District in 2008. Since then, student achievement rates in the area of math have made steady growth. The 2012 Edition of Everyday Math meets and exceeds the Common Core Standards. The consensus across many research studies is Everyday Math – 2012 Edition is a cutting edge instructional resource, which has proven highly effective. The fiscal impact to the District for the purchase of Everyday Math – 2012 is approximately $20,000.00. Upon motion by Ms. Rutter, seconded by Ms. Hemmer, the purchase of Everyday Math – 2012 Edition was unanimously approved.

2) Superintendent Thomsen presented the following modifications to the Employee Handbook:
   a. Retirement – One of the District’s goals is to provide an environment to attract and retain high quality employees, while at the same time offer employee compensation and benefits that are financially sustainable into the future.
Superintendent Thomsen requests the Board’s feedback on a report that was distributed detailing the impact of retirement changes on each employee group since the implementation of Act 10. The Board will revisit discussions on the development of possible retirement options at a future meeting.

b. New proposed language to the Employee Handbook covering “unpaid leave of absences” was presented for review. Discussion ensued. The new language will be brought back at a future meeting for further consideration.

3) Superintendent Thomsen announced that Mr. John Ashley, Executive Director of Wisconsin Association of School Boards and Mr. Miles Turner, Executive Director of Wisconsin Association of School District Administrators will be guest speakers at the School Board professional development work session scheduled on April 30, 2012.

President Boknevitz was excused from the meeting at approximately 7:55 p.m. and did not present a Board President’s report.

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

Approved by:

[Signatures]

Kathleen A. Rutter
School Board Clerk

Robert G. Boknevitz
Board President
President Robert Boknevitz called the work session to order at 5:00 p.m.

PRESENT:  Board Members Boknevitz, Mayer,* Iwanski, Rutter,* Hemmer, Superintendent Thomsen, Business Manager Kelly, and District Secretary Jarosh

VISITORS:  School Board Election Candidate - Brian Warwick (sign-in sheets retained in official minute book)

*Board Clerk Rutter arrived at approximately 5:15 p.m.  Board Vice President Mayer arrived at approximately 6:20 p.m.

Superintendent Thomsen 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 30, 2012. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

BOARD POLICY WORK SESSION:

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

Section 0000 – Bylaws
  0100 – Definitions
    0110 – Official Description
      • 0111 – Name
      • 0112 – Purpose
      • 0113 – Boundaries
      • 0114 – Classification
      • 0115 - Address
  0120 – Powers & Philosophy
    • 0121 – Authority
    • 0122 – Board Powers
    • 0123 – Philosophy of the Board
  0130 – Functions
    • 0131 – Legislative
    • 0131.1 – Bylaws and Policies
    • 0132 – Executive
    • 0132.1 – Selection of Superintendent
    • 0132.2 – Administrative Guidelines
    • 0133 - Judicial
  0140 – Membership
    • 0141 – Number
    • 0141.1 – Student Representation at Board Meetings
    • 0142 – Election / Appointment
    • 0142.1 – Electoral Process
    • 0142.2 – Qualifications
    • 0142.3 – Term
    • 0142.4 – Oath
    • 0142.5 – Vacancies
    • 0142.6 – Recall
    • 0142.7 – Orientation
    • 0143 – Authority
    • 0143.1 – Public Expression of Board Members
    • 0144 – Operations
    • 0144.1 – Compensation
    • 0144.2 – Board Member Ethics
    • 0144.3 – Conflict of Interest
    • 0144.4 – Indemnification
    • 0145 – Sexual and Other Forms of Harassment
  0150 – Organization
    • 0151 – Annual School District Meeting
    • 0151.1 – Annual Board Reorganization Meeting
0160 – Meetings

- 0161 – Parliamentary Authority
- 0162 – Quorum
- 0163 – Presiding Officer
- 0164 – Call
- 0164.1 – Regular Meetings
- 0164.2 – Special Meetings
- 0165 – Notice
- 0165.1 – Regular Meetings
- 0165.2 – Change of Regular Meetings
- 0165.3 – Special Meetings
- 0166 – Agenda
- 0166.1 – Consent Agenda
- 0167 – Conduct
- 0167.1 – Voting
- 0167.2 – Closed Session
- 0167.3 – Public Participation at Board Meetings
- 0167.5 – Use of Electronic Mail
- 0167.6 – E-Mail – Public Records
- 0168 – Minutes
- 0168.1 – Open Meeting

0170 – Duties

- 0171 – Officers
  - 0171.1 – President
  - 0171.2 – Vice President
  - 0171.3 – Clerk
  - 0171.4 – Treasurer
- 0172 – Legal Counsel
- 0173 – Independent Auditor
- 0174 – Reports
  - 0174.1 – Annual Report
  - 0174.2 – School Performance Report
  - 0174.3 – Other Reports
- 0175 – Association Memberships
  - 0175.1 – School Board Conferences, Conventions & Workshops

Section 1000 – Administration

- 1100 – District Organization
- 1110 – Assessment of District Goals
- 1130 – Conflict of Interest – Private Practice
- 1210 – Board – Superintendent Relationship
- 1213 – Student Supervision and Welfare
- 1220 – Employment of the Superintendent
- 1230 – Responsibilities of the Superintendent
  - 1230.01 – Development of Administrative Guidelines
- 1240 – Evaluation of the Superintendent
- 1241 – Non-Reemployment of the Superintendent
- 1260 – Incapacity of the Superintendent
- 1400 – Job Descriptions
- 1422.02 – Non-Discrimination Based on Genetic Information of the Employee
- 1460 – Physical Examination
- 1461 – Fitness for Duty
- 1623 – Section 504/ADA Prohibition Against Disability Discrimination

Section 9000 – Relations

- 9120 – Public Information Program
- 9130 – Public Requests, Suggestions, or Complaints
- 9140 – Citizens’ Advisory Committees
- 9150 – School Visitors
- 9151 – Use of Cameras and Other Recording Devices in Locker Rooms
- 9160 – Public Attendance at School Events
- 9190 – Charges for Industrial / Technical Projects
- 9210 – Parent Organizations
- 9211 – District Support Organizations
- 9250 – Relations with Parents
- 9270 – Home-Based or Private Schooling
- 9500 – Relations with Educational Institutions and Organizations
- 9555 – Partnerships with Business
- 9600 – Staff/Student Participation in Community Events
- 9700 – Relations with Special Interest Groups
- 9700.01 – Advertising and Commercial Activities
- 9800 – High School Diplomas to Veterans
• 9800.01 – Veterans as Classroom Volunteers

Discussion ensued and the Board recommended revisions to the following policies (a detailed summary of proposed revisions is retained in the official minute book):

• 0100    Bylaws
• 0142.7  Orientation
• 0174.2  School Performance Report
• 1422.02 Non-Discrimination Based on Genetic Information of the Employee
• 1460    Physical Examination
• 1461    Fitness for Duty
• 1623    Section 504 / ADA Prohibition Against Disability Discrimination
• 9160    Public Attendance at School Events

The Board also recommended tabling the following section / policies:

• Section 0150  Organization
• Policy 9190  Charges for Industrial / Technical Projects

Upon motion by Ms. Hemmer, seconded by Ms. Rutter, the President declared the policy work session adjourned at 8:05 p.m.

Approved by:

original signed/

Kathleen A. Rutter
School Board Clerk

original signed/

Robert G. Bokneitz
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 23, 2012

APPROVED MINUTES

Board President Boknevitz called the closed session to order at 6:04 p.m.

Upon motion by Ms. Hemmer, seconded by Mr. Iwanski, the Board adjourned into closed session according to Wisconsin State Statutes 19.85 (1)(f) for considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons…which if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations, specifically, discussion of personnel issue; and

Section 19.85 (1)(g) to confer 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 is likely to become involved, specifically, review of legal issue.

PRESENT: Board Members Boknevitz, Iwanski, Hemmer, Superintendent Thomsen and Business Manager Kelly

EXCUSED: Board Members Rutter and Mayer

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

Board President Boknevitz called the regular meeting to order at 6:31 p.m.

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

EXCUSED: Board Member Mayer

VISITORS: Trudy Hundt – High School Teacher; School Board Election Candidates - Brian Warwick and Amanda Bednarski (sign-in sheets retained in official minute book)

*Board Clerk Rutter arrived at approximately 6:40 p.m.

Superintendent Thomsen 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. Boknevitz to approve the agenda for January 23, 2012. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

COMMUNICATIONS TO THE BOARD: None

COMMENTS FROM VISITORS: None

CONSENT AGENDA ACTION ITEMS:

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

Upon motion by Ms. Hemmer, seconded by Mr. Iwanski, the following consent agenda action items were unanimously approved:

- Minutes of January 9, 2012
- Accounts payable expenditures totaling $145,924.23 and payroll / payroll expenditures totaling $476,723.58
- Personnel:
  - The following extra-curricular contract for the 2011-2012 school year:
    - Paul Oestreich, Pep Band (HS) $ 836.00
REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION:

Superintendent Thomsen presented the 2012-2013 teacher contract renewal letter template for review and approval. Upon motion by Mr. Boknevitz, seconded by Ms. Hemmer, the 2012-2013 teacher contract renewal letter template was approved as presented.

The Board reviewed enrollment projection data in determining new Open Enrollment seats for the 2012-2013 school year. The District proposes to open a total of 79 new seats under the Open Enrollment Program. To maintain maximum class size of thirty (30) student the required subjects of English and History, the Board set a limit of sixty (60) new Open Enrollment seats at the 9th grade level and ten (10) new Open Enrollment Seats at the 10th grade level. At the elementary level, the Board determined a limit of two (2) new seats at grade K5; one (1) new seat at grade 2; three (3) new seats at grade 4; and three (3) new seats at grade 5. Based upon guidelines, the Board concluded that 79 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. Hemmer, seconded by Ms. Rutter, the approval of 79 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 Iwanski, Rutter and Hemmer. Board Member Boknevitz voted nay. Motion carried.

Business Manager Kelly reported on the following:

1) Business Manager Kelly presented a preliminary budget refinement projection on the future of the District.
2) Business Manager Kelly presented and reviewed a Budget Management Report covering the period July 1, 2011 through December 31, 2011. The Budget Management Report will be included in future Board Members meeting packets.
3) Business Manager Kelly presented information on the recent purchase of a Data Pak for the District’s Storage Area Network Devices (SAN). Due to purchasing deadlines, Administration chose to move forward with the purchase prior to the Board meeting. Business Manager Kelly requests the Board to reaffirm the approval of the purchase of a Data Pak with a fiscal impact of $21,608. Upon motion by Ms. Rutter, seconded by Mr. Iwanski, the Board unanimously reaffirmed the purchase approval of the Data Pak for the District’s Storage Area Network Devices (SAN).

Board Members presented the following update:

1) The Board expressed their appreciation to Mr. Paul Oestreich, High School Choral / Band Teacher and the High School Choir for their holiday caroling during winter break.

Superintendent Thomsen reported on the following:

1) Superintendent Thomsen presented an update on the District’s budgetary reduction of $40,000 to reduce attorney fees for the 2011-2012 school year. In the 2010-2011 school year, $80,000 was spent on legal fees. From July 1, 2011 through December 31, 2011, the District has been billed approximately $20,559 for legal services ($5,000 was for the implementation of the Employee Handbook). The District remains optimistic that they will be able to hit the approved reduction, barring any unforeseen legal issues.
2) Superintendent Thomsen distributed to each Board Member a binder containing policies to be reviewed at the upcoming Board Policy Work Session on January 30, 2012 from 5:00 p.m. to 8:00 p.m.
3) Superintendent Thomsen presented the following modifications to the Employee Handbook:
   a. Sick Leave - Attachment C has been revised to reflect employee groups eligible for sick leave. Upon motion by Ms. Rutter, seconded by Mr. Iwanski, revised Attachment C was unanimously approved.
   b. Summer School Teacher Pay - Attachment B has been revised to reflect Summer School Teacher Pay - $22.00 per hour. Upon motion by Ms. Rutter, seconded by Mr. Iwanski, the Summer School Teacher Pay language was unanimously approved.
   c. Overtime Pay – The Employee Handbook was revised to include the following language in regards to overtime pay, “Effective February 1, 2012, overtime pay will be paid to hourly employees for all hours worked (does not include paid sick, vacation and certain holidays) in excess of forty (40) hours in the work week.” Upon motion by Ms. Rutter, seconded by Mr. Iwanski, the new overtime pay language was unanimously approved.
   d. Teacher Job Description – Attachment B-1 will be added to the Employee Handbook. This job description just covers teachers. Additional job descriptions will be developed and added in the future. Upon motion by Ms. Rutter, seconded by Mr. Iwanski, Attachment B-1, “Teacher Job Description” was unanimously approved.
   e. “What Does it Mean to be a Member of the St. Francis School District Team” is a proposed new first section of the Employee Handbook. This section lists qualities, behaviors and expectations the St. Francis School District has for its employees. Upon motion by Ms. Iwanski, new section of the Employee Handbook was unanimously approved.
   f. Liquidated Damages Contract Clause – Attachment B has been further revised to include language covering the “Liquidated Damages Contract Clause.” This language will be delineated in each teacher’s contract, as well. Upon motion by Ms. Rutter, seconded by Mr. Iwanski, the new language as presented was unanimously approved.
4) Superintendent Thomsen reported a change in upcoming Board meeting date/location(s) in February. The February 6, 2012 meeting will be held at Willow Glen Primary School and the February 20, 2012 meeting will be held at the High School.
5) Superintendent Thomsen reported on seminars he attended at the 2012 State Education Convention held on January 18-20, 2012 at the Frontier Airlines Center in Milwaukee.
6) Superintendent Thomsen reviewed a recent publication from the Office of the Governor titled, “Education Reform – 2012 Spring Legislation.”
7) Superintendent Thomsen reviewed a Department of Public Instruction news release from State Superintendent Evers statement on regarding recent legislative proposals on education.

Board President Boknevitz reported on the following:

1) President Boknevitz spoke with the St. Francis Historical Society regarding their relocation out of Deer Creek Intermediate School. Superintendent Thomsen will develop a timeline for the process.

Upon motion by Ms. Rutter, seconded by Mr. Iwanski, the President declared the regular meeting adjourned at 8:50 p.m.

Approved by:

/original signed/ /original signed/ /original signed/

Jacqueline N. Hemmer Kathleen A. Rutter Robert G. Boknevitz
Acting School Board Clerk School Board Clerk Board President