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

SCHOOL BOARD REGULAR MEETING
HELD IN THE ST. FRANCIS HIGH SCHOOL LIBRARY
December 8, 2014

APPROVED MINUTES

Vice President Bednarski called the closed session to order at 6:01 p.m.

Upon motion by Mr. Warwick, seconded by Mr. Iwanski, the Board adjourned into closed session according to Wisconsin State Statute 19.85 (1)(e) 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, negotiations; 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, a legal matter.

PRESENT: Board Members Bednarski, Iwanski, Warwick, Finch, and Business Manager Mitchell

EXCUSED: Board President Boknevitz and Superintendent Thomsen

VISITORS: None

The Vice President called closed session to order at 6:01 p.m. The Board reconvened into open session at approximately 6:18 p.m., taking the following action:

Upon motion by Mr. Warwick, seconded by Mr. Iwanski, the Board unanimously approved the proposed agreement excluding supplemental pay with the St. Francis Education Association as presented in closed session.

Upon motion by Mr. Warwick, seconded by Mr. Finch, the Board unanimously approved the legal settlement as presented in closed session.

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

PRESENT: Board Members Bednarski, Iwanski, Warwick, Finch, and Business Manager Mitchell

EXCUSED: Board President Boknevitz and Superintendent Thomsen

VISITORS: SFHS Principal Andrew Muszytowski; no public visitors (sign-in sheets retained in official minute book)

Business Manager Mitchell 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 December 8, 2014. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

COMMUNICATIONS TO THE BOARD: A note of appreciation from the City of St. Francis Mayor St. Marie-Carls for the District’s contribution of two tables at the City of St. Francis Civic Center Gala Event held on December 4, 2014.

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 were none.

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

- The minutes of the November 17, 2014 regular School Board meeting.
- Accounts payable expenditures totaling $193,751.53 and payroll/payroll-related expenditures totaling $381,042.55.
- Personnel Items:
• The 2015 FMLA request for Neil Fortier, High School Teacher.
• The appointment of Diana Wiza as Substitute Special Education Paraprofessional during the 2014-2015 school year.
• The following appointment as part-time Lunchroom/Playground Supervisor for the 2014-2015 school year:
  • Mary Powell

Upon motion by Mr. Iwanski, seconded by Mr. Finch, the Technology Equipment Acquisition was unanimously approved as presented. In conjunction with the Technology Equipment Acquisition and upon motion by Mr. Iwanski, seconded by Mr. Finch, the 3-year lease from Providence Capitol was unanimously approved as presented.

Upon motion by Mr. Warwick, seconded by Ms. Bednarski, the 2015 Winter / Spring Recreation Program Booklet was unanimously approved as presented.

Upon motion by Mr. Iwanski, seconded by Mr. Finch, the St. Francis School District Dance Program – Employee Discounts was unanimously approved as recommended.

Upon motion by Mr. Warwick, seconded by Mr. Iwanski, the Board unanimously approved the following District donations:

• $200.00 donation from the St. Francis High School Lighthouse Activities Crew designated for the SFHS Poms and Dance Team to assist in purchasing uniforms.
• Five (5) sets of golf clubs (valued at $200.00) from Mr. Tom Jamroz designated for the St. Francis High School Golf Program.
• $250.00 monetary donation from an anonymous donor designated for the purchase of one (1) additional computer at Willow Glen Primary School.

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION:

Business Manager Mitchell presented information on the 2015-2016 Chapter 220 seats and the impact on the levy. Discussion ensued. The 2015-2016 Inter-District Voluntary Transfer Agreement will be presented at a future meeting in conjunction with the approval of new Chapter 220 seats. Upon motion by Ms. Bednarski, seconded by Mr. Warwick, the motion to approve a total of 22 continuing Chapter 220 seats for the 2015-2016 school year with no new additional seats and wait lists at each grade level was unanimously approved.

Revised Board Policy #5460 – Graduation Requirements was presented for a 1st reading. Discussion ensued. The Board requested clarification on how many credits are required to graduate at the present time. Additional information will be brought to the next regular meeting on January 5, 2015 for a 2nd reading and approval.

2015-2016 SFHS course changes were presented for a 1st reading. The St. Francis High School continues to work towards improving course selections and increase career readiness for students. As part of the improvement process, a complete review of the current course offerings has taken place within each department. Upon review, Administration is recommending course proposal changes at the St. Francis High School for the 2015-2016 school year in Foundations of Physics & Chemistry; Honors Biology; and Advance Placement Psychology, as well as, the recommendation to eliminate the Physical Science course offering effective with the 2015-2016 school year. Discussion ensued. The Board requested additional information on how the implementation of Physical Science curriculum at the 8th grade level will integrate with 9th grade curriculum going into sophomore year. The 2015-2016 SFHS course changes will be brought back at the next regular meeting for a 2nd reading and approval.

Business Manager Mitchell reported on the following:

1) Updated information on the 2014-2015 budgetary refinement was presented for review and discussion. The Board will begin preparing for discussions that will take place at their January 12, 2015 long-range planning work session.
2) The District is currently challenged by a multitude of technology issues and a lack of local expertise to move the District forward within a heavy Google infrastructure. Business Manager Mitchell is recommending the hire of an on-site consultant one day per week for the remaining 30 weeks of the 2014-2015 fiscal year. Discussion ensued. The Board inquired if mileage was included into the proposed contract with CESA 6 and if this is allowing adequate time to address all needs within the District. Upon motion by Mr. Iwanski, seconded by Mr. Finch, the proposed CESA Technology Consulting Agreement was unanimously approved as presented.
Business Manager Mitchell reported on behalf of Superintendent Thomsen:

1) A document from the School Administration Alliance Press Conference, “Wisconsin’s PK-12 Pathways to World Class Student Success” was presented. Key points were reviewed.

Vice President Bednarski reported on behalf of President Boknevitz:

1) A reminder that the Board has scheduled a long-range planning work session to begin at 5:00 p.m. on January 12, 2015 in the St. Francis High School Library.
3) The Wisconsin Association of School Board Notice of Vacancy and Appointment Opportunity mailing was presented. At this time, no School Board Members are interested in pursuing this opportunity.

COMMUNICATIIONS / COMMENTS FROM VISITORS: None

Upon motion by Mr. Warwick, seconded by Mr. Finch, the Vice President declared the regular meeting adjourned at 7:25 p.m.

Approved by:

[Signature]
Brian Warwick
School Board Clerk

[Signature]
Amanda J. Bednarski
Acting School Board President
President Boknevitz called the closed session to order at 5:34 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)(e) 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, negotiations; and

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, Administrator(s) evaluations; and

Wisconsin State Statute 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 personnel problems or the investigation of charges against specific persons except where par. (b) applies 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 matter; 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, a legal matter.

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

VISITORS: Business Manager Mitchell

The President called closed session to order at 5:34 p.m. The Board reconvened into open session at approximately 6:30 p.m., taking no action.

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

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

VISITORS: SFS Staff – Michelle Boening; no 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. Finch to approve the agenda for November 17, 2014. 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 were none.

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

- The minutes of the November 3, 2014 regular School Board meeting.
- The minutes of the November 10, 2014 special School Board meeting with recommended modifications.
- Accounts payable expenditures totaling $257,916.70 and payroll/payroll-related expenditures totaling $445,378.60.
• Personnel Items:
  - The resignation of Nicole Morawski effective November 14, 2014 and assess liquidated damages in the appropriate amount in accordance with contract language.
  - The resignation of Liza Pelletier, Lunchroom/Playground Supervisor effective November 4, 2014.
  - The appointment of Susan Vida Muse as Secondary English Replacement Teacher for the remainder of the 2014-2015 school year.
  - The 2014-2015 FMLA request for Susan Orłowski, High School Secretary.
  - The following athletic / recreation contracts for the 2014-2015 school year:
    - Keith Lisiak - Boys’ Freshmen Basketball Coach

Upon motion by Mr. Boknevitz, seconded by Ms. Bednarski, the New Teacher Induction Program Guide / Mentor-Mentee Checklist was unanimously approved.

Upon motion by Ms. Bednarski, seconded by Mr. Finch, St. Francis School District Employee Handbook – Attachment F / 2014-2015 compensation was unanimously approved as presented.

Upon motion by Mr. Boknevitz, seconded by Ms. Bednarski, the request for waiver of school facility usage fees was unanimously approved.

Upon motion by Mr. Warwick, seconded by Ms. Bednarski, the Board unanimously approved the following District donations
  - $494.70 to Deer Creek Intermediate School from Mr. Paul Hancock with matching donation by an anonymous donor designated towards a DJI Phantom 2 Vision Quadcopter with Integrated FFV Camcorder.
  - $250.00 donation from St. Francis High School Lighthouse Activities Crew designated for student / staff incentives in conjunction with the PBIS Program.

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION:

2014-2015 compensation increases for custodial staff and administrators were presented for review and approval. Upon motion by Mr. Boknevitz, seconded by Mr. Warwick, the recommended 2014-2015 compensation increases for custodial / maintenance staff was approved as presented.

Upon a motion by Mr. Boknevitz, seconded by Ms. Bednarski, administrator compensation increases as discussed in closed session were unanimously approved.

Business Manager Mitchell reported on the following:

1) Updated information on the 2014-2015 staffing plan and student enrollment was presented for review and discussion.
2) Since the most recent District Technology Plan was revised and Board approved in May 2012, the Statewide assessment system and accountability system has been significantly revised to include multiple computer-based assessments. As a result, the District will need to replace current Thin Client computers with Chromebooks / Chromeboxes where identified in order to meet student needs. The Board reviewed information presented and provided direction. This agenda item will be brought back for Board approval at the next regular meeting in December.
3) As of November 2014, the District’s 4-year agreement with Canon Financial Services for District copiers has ceased and the District now owns the copiers. In order to safeguard against further maintenance challenges, the District is recommending a move of the current fleet onto the State of Wisconsin contract. With the State of Wisconsin Contract, the District is able to take advantage of the purchasing expertise of the State buying agents to lock in more great pricing and also stringent terms and conditions on repairs, so when the District’s equipment goes down, a prompt solution can be counted on. Installation would take place over winter break. Discussion ensued. Upon motion by Mr. Boknevitz, seconded by Mr. Warwick, the recommendation to move the current fleet onto the State of Wisconsin contract was unanimously approved as presented.
4) A Food Service Program update was presented for the month of October. The District is investing additional time at the administrative level to ensure the Food Service Program moves in a more sustainable direction moving forward. Business Manager Mitchell recently met with the Regional Vice President of Chartwells to share the District’s concern for the program and discussed strategies being utilized to bring the budget in line. Food Service Manager, Ms. Jane Carney will bring further information to a future meeting on additional strategies in finding cost savings to the District.
Superintendent Thomsen reported on the following:

1) A survey progress update in conjunction with the District Accreditation process was presented to the Board.
2) An update on recent and upcoming parent/teacher conferences was presented to the Board.
3) The St. Francis High School Student Senate Leadership shared a flyer with the Board outlining their recent and upcoming activities.
4) American Education Week is November 16-22, 2014. In observance and appreciation, the District will be hosting lunch for all staff on Wednesday, November 19, 2014.
5) The School Board meeting presentation by St. Francis High School Principal Muszytowski has been rescheduled for the January 5, 2014 regular meeting.
6) Superintendent Thomsen presented initial 2015-2016 calendar options to be further discussed at a future meeting.

President Boknevitz reported on the following:

1) The St. Francis Civic Center Gala Reception is scheduled for December 4, 2014. The Board has reserved two (2) tables for this important event.
2) The Board has scheduled a long-range planning work session to begin at 5:00 p.m. on January 12, 2015 in the St. Francis High School Library.
3) The Wisconsin Association of School Boards’ State Education Convention is January 21-23, 2015. Board Members are reminded to confirm their registration by December 15, 2014 to receive an early bird discount.

COMMUNICATIONS / COMMENTS FROM VISITORS: None

Upon motion by Mr. Boknevitz, seconded by Ms. Bednarski, the President declared the regular meeting adjourned at 7:27 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

SPECIAL MEETING
HELD IN THE ST. FRANCIS HIGH SCHOOL LIBRARY
November 10, 2014

APPROVED MINUTES

President Boknevitz called the closed session to order at 5:45 p.m.

Upon motion by Mr. Warwick, seconded by Mr. Boknevitz, the Board adjourned into closed session according to 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, legal consultation.

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

VISITORS:   Attorney Mary Hubacher – Buelow Vetter, S.C.

The President called closed session to order at 5:45 p.m. The Board reconvened into open session at approximately 5:57 p.m., taking no action.

Board President Boknevitz called the special meeting to order at 6:00 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. Boknevitz, seconded by Ms. Warwick to approve the agenda for November 10, 2014. Motion was unanimously approved.

Upon motion by Mr. Warwick, seconded by Ms. Bednarski, the Board moved into closed session at 6:00 p.m., according to Wisconsin State Statutes 19.85 (1)(f) and Wisconsin State Statutes 119.25 and 120.13(1) related to pupil expulsions.

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

VISITORS:   Student and Parent(s); Attorney Mary Hubacher – Buelow Vetter, S.C.;
Mr. Andrew Muszytowski, SFHS Principal

Introductions were exchanged. The student, parent(s), and Principal Muszytowski were excused from the closed session meeting at 7:11 p.m. for Board deliberation on the hearing. The Board reconvened into open session at approximately 8:00 p.m., taking the following action on the expulsion hearing:

Upon motion, the Board moved to approve the findings of fact, conclusions and order of the Board regarding the expulsion of a student. Board Members Boknevitz, Bednarski, Iwanski, Warwick, and Finch voted aye.

Upon motion by Mr. Boknevitz, seconded by Mr. Finch, the President declared the special meeting adjourned at approximately 8:01 p.m.

Approved by:

Brian Warwick
School Board Clerk

Robert G. Boknevitz
School Board Vice 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
November 3, 2014

APPROVED MINUTES

President Bokneitz called the closed session to order at 6:01 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)(e) 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, negotiations; and

Wisconsin State Statute 19.85 (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, Administrator(s) evaluations; 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, a legal matter.

PRESENT: Board Members Bokneitz, Bednarski, Iwanski, Warwick, Finch and Superintendent Thomsen

VISITORS: Business Manager Mitchell (joined the closed session at approximately 6:25 p.m.)

The President called closed session to order at 6:01 p.m. The Board reconvened into open session at approximately 6:42 p.m., taking no action.

President Bokneitz called the regular meeting to order at 6:43 p.m.

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

VISITORS: Deer Creek Intermediate School Principal – Guy Powell; St. Francis High School Principal – Andrew Muszytowski; SFSD Staff – Phil Batkins, George Logic and Kelli Krall; no 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. Finch to approve the agenda for November 3, 2014. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

COMMUNICATIONS TO THE BOARD: None

COMMENTS FROM VISITORS: None

SPECIAL PRESENTATION BY DEER CREEK PRINCIPAL POWELL:

Deer Creek Principal Powell and teachers, Ms. Kelli Krall and Mr. Phil Batkins presented a report to the Board on Deer Creek School’s accountability and achievement. The report focused on reading / math achievement and growth and how it complies with Deer Creek’s initiatives for 2014-2015.

Principal Powell presented a report on how the Educator Effectiveness Project is being utilized within the District, as well as, how successful the Project has been in “Year One.”

A report was also shared with the Board on the New Teacher Mentoring – Support and Induction System. Discussed ensued and all questions were addressed.
CONSENT AGENDA ACTION ITEMS:

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

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

- The minutes of the October 20, 2014 regular School Board meeting.
- Accounts payable expenditures totaling $108,145.23 and payroll/payroll-related expenditures totaling $367,709.93.
- Personnel Items:
  - The appointment of Nicholas Groth as long-term 2nd Grade Teacher Substitute for the remainder of the 2014-2015 school year.
  - The 2015 family and medical leave request for Emily Schmidt, Secondary Special Education Teacher.
  - The following athletic / recreation contracts for the 2014-2015 school year:
    - John Calderon – 7th/8th Grade Boys’ Basketball Coach
    - Keith Chmielewski – 7th/8th Grade Boys’ Basketball Coach
    - Lance Marike – Little Dribblers
    - Beth Obst – Intermediate Poms/Dance Coach (Winter Season)
    - Eric Schofield – 7th/8th Grade Boys’ Basketball Coach
    - Melissa Zeman – 7th Grade Volleyball Coach
  - The following Recreation Department appointments for the 2014-2015 school year:
    - Jane Puett - Lifeguard

Upon motion by Mr. Boknevitz, seconded by Ms. Bednarski, NEOLA – Volume 23, Number 2 Clarification / Special Update August 2014 (2nd reading) was unanimously approved.

Upon motion by Mr. Boknevitz, seconded by Ms. Bednarski, NEOLA – May 2014 Update – Volume 23, Number 2 (2nd reading) was unanimously approved.

Upon motion by Mr. Boknevitz, seconded by Ms. Bednarski, the Resolution Authorizing Temporary Borrowing in Amount Not to Exceed $2,000,000 Pursuant to Section 67.12 (8)(a)1, Wis. Stats. was unanimously approved.

Upon motion by Mr. Boknevitz, seconded by Mr. Finch, the 2014-2015 CESA #1 Contract Amendment was unanimously approved.

Upon motion by Mr. Boknevitz, seconded by Mr. Warwick, the Board unanimously approved the following District communications:

- 2014-2015 Budget Final Approval and Tax Levy Certification
- St. Francis School District – Fund Balance History

Upon motion by Mr. Warwick, seconded by Ms. Bednarski, the Board unanimously approved the following District donations:

- A total of $424.00 to Deer Creek Intermediate School for five (5) spools of filament for 3D printing use in conjunction with the Robotics/STEM/Enable Hand Project via DonorsChoose.org Program/Match.
- A total of $632.34 from various donors via DonorsChoose.org designated to Deer Creek Intermediate School for use in conjunction with the Robotics, STEM and small group projects.
- Two Packer game tickets, two (2) tickets to Tailgate Party and a gas gift card (valued at approximately $350.00) designated for the High School Girls’ Basketball Program.
REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION:

Business Manager Mitchell reported on the following:

1) 2014-2015 Budgetary Refinement:
   - Business Manager Mitchell presented up-to-date information on the 2014-2015 staffing plan and student enrollment for review. Discussion ensued. The Board is interested in obtaining additional information on resident students attending non-resident districts.

2) Business Manager Mitchell presented an update on the 10-Year Maintenance Plan. At the October 20, 2014 meeting, the Board discussed two large projects recommended for Summer 2015: the High School asphalt parking lot and roofing project(s). It is projected these two projects will cost in excess of $350,000. At the present time, there is $84,000 budgeted in the 2014-2015 school year towards this work. The Board was presented with several different options for financing the remainder. Discussion ensued and the Board provided direction for Administration to proceed with the projects.

Superintendent Thomsen reported on the following:

1) Support and recreation Staff compensation increases for 2014-2015 was presented for review. Upon motion by Mr. Bokneitz, seconded by Mr. Warwick, the support staff compensation increases for 2014-2015 and revised Attachment C of the St. Francis School District Employee Handbook was unanimously approved as presented. Revisions to St. Francis School District Employee Handbook - Attachment F – Recreation Staff will be brought back to the November 17, 2014 meeting for final approval.

2) The 1st reading of the District Community Communications Plan was presented for review.

3) The Board reviewed the formation of the St. Francis School District (SFSD) Mission and Vision Statement; the initiation of the SFSD Systems and Priorities process; as well as, current SFSD goals and priorities.

4) Superintendent Thomsen shared “The Parents’ Guide to New Assessments in Wisconsin” with the Board.

5) Beginning in early November, the District will survey internal and external stakeholders as part of the District Accreditation Readiness Visit. Below is the survey timeline associated with each specific survey:
   - Parent Survey (November 12 – December 15)
   - Staff Survey (November 5 – November 10)
   - Student Survey (November 12)

6) Superintendent Thomsen gave a brief update on the beginning process with MSS Consulting. The contract with MSS Consulting was recently approved by the Board to work on behalf of the District to develop corporation and business sponsorships.

7) St. Francis Recreation Fun Night is scheduled for November 13, 2014 from 6:00 p.m. to 7:00 p.m.

President Bokneitz reported on the following:

1) The St. Francis Civic Center Gala Reception is scheduled for December 4, 2014. The Board has reserved two (2) tables for this important event.

2) The Board has scheduled a long-range planning work session on January 12, 2015.

COMMUNICATIONS / COMMENTS FROM VISITORS: None

Upon motion by Mr. Bokneitz, seconded by Mr. Warwick, the President declared the regular meeting adjourned at 8:54 p.m.

Approved by:

[Signature]
Brian Warwick
School Board Clerk

[Signature]
Robert G. Bokneitz
Board President
Accounts payable expenditures totaling $231,114.48 and payroll/payroll-related expenditures totaling $416,737.68.

Personnel Items:
- The 2014 Family and Medical Leave for David Haskins, Custodian.
- The resignation of Janice Coss as Intervention Specialist effective August 3, 2014.
- The resignation of Molly Rozga, Intervention Specialist effective August 18, 2014.
- The appointment of Eileen Booth as Long-Term Replacement Art Teacher during the 2014-2015 school year.
- The appointment of Devon Zarcone as part-time Network Technician.
- The appointment of Charlotte Skenandore as part-time Intervention Specialist.
- The following extra-curricular contracts for the 2014-2015 school year:
  - Laura Carlson, PI-34 Mentor $1,000.00
  - Eric Gottfried, PI-34 Mentor 1,000.00
- The following athletic/recreation contracts for the 2014-2015 school year:
  - Mark Beaumont, Assistant Football Coach (5+ Yrs) $3,470.00
  - Bob Braam, Assistant Football Coach (0-5 Yrs/50 Contract) 1,570.00
  - Bob Sliwinski, Assistant Football Coach (0-5 Yrs/50 Contract) 1,570.00
  - Lisa Pugel, Varsity Volleyball Coach (5+ Yrs) 3,470.00

Upon motion by Ms. Bednarski, seconded by Mr. Warwick, the Board unanimously approved the 2014-2015 Systems and Priorities document (2nd reading) as presented.

Upon motion by Mr. Iwanski, seconded by Ms. Bednarski, the Board unanimously approved the 2014-2015 Southwest Consortium Shared Class Agreement as presented.

REPORTE ITEMS FOR DISCUSSION/POSSIBLE ACTION:

Assistant Principal / Athletic Director, Mr. Mike Lewandowski presented an update on extra-curricular eligibility. Discussion ensued and all questions were answered in regards to participation trends.

The Board reviewed a press release announcing that effective the 2014-2015 school year, the St. Francis High School will be competing in the Midwest Classic Conference in identified sports. This move to the Midwest Classic Conference will enable the High School’s athletes and teams to be more competitive. The Midwest Classic schools will also benefit due to high athletic program alignment at multiple levels, program sustainability, and an equitable competitive atmosphere for all those involved.

Superintendent Thomsen presented information for a 1st reading on Kinder and Compassionate Schools – PBIS and Anti-Bullying Curriculum for grades K-8. The District remains committed to Nurturing Kinder and More Compassionate Schools by implementing PBIS at all schools; as well as, implement an anti-bullying curriculum in our Health Curriculums, school activities, as well as, in our PORT at SFHS. The revised health/anti-bullying curriculum for grades K-8 will be presented for Board approval at the next meeting.

Business Manager Mitchell reported on the following:

1) The 2014-2015 Budgetary Refinement:
   - An update on 2014-2015 student enrollment was presented for review and discussion. All questions were addressed.
   - The recommended format for the 2014-2015 Budget adoption was presented for review.
   - The 2014-2015 Budget publication was presented for review. This publication will be published in the St. Francis edition of the Community News NOW, as well as, at each school, District Office, St. Francis City Hall, St. Francis Public Library and the 2014 Annual Meeting booklet.

Superintendent Thomsen reported on the following:

1) Supplementary pay for teachers who have achieved their Master’s Degree was presented for review and discussion. Since the onset of Act 10, the District is researching ways to “close the gap” for new teachers who can no longer automatically progress via credit attainment. The starting salaries in the St. Francis School District are typically lower than other area districts. This item will be brought back to a future Board meeting for further discussion.
2) Attachment E of the Employee Handbook defines compensation for coaches, advisors, workers and other related roles throughout the District. In 2011, Attachment E compensation was reduced 2% across the board as part of the plan to meet the significant budgetary deficit. At this time, Administration is recommending to refine/adjust and/or increase compensation to positions identified on Attachment E. This item will be brought back to a future meeting for further review and approval.
3) Superintendent Thomsen shared the PowerPoint presentation on the Data Retreat that was recently held in the District on August 7, 2014.
President Boknevitz reported on the following:

1) The WASB Fall Regional Meeting / Workshops are scheduled for September 18, 2014. Board Treasurer Iwanski and Business Manager Mitchell are excused from attending this meeting.
2) The Board will participate in the Annual St. Francis Days’ Parade on Saturday, August 30, 2014.

COMMENTS FROM VISITORS: None

Upon motion by Mr. Boknevitz, seconded by Mr. Warwick, the President declared the regular meeting adjourned at 8:40 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 WILLOW GLEN PRIMARY SCHOOL LIBRARY
October 6, 2014

APPROVED MINUTES

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

Upon motion by Mr. Bokneitz, seconded by Mr. Warwick, the Board adjourned into closed session according to Wisconsin State Statute 19.85 (1)(e) 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, negotiations and consultant contract.

PRESENT: Board Members Bokneitz, Bednarski, Warwick, Finch, and Superintendent Thomsen

EXCUSED: Board Member Ivanski

VISITORS: Business Manager Mitchell

The President called closed session to order at 6:04 p.m. The Board reconvened into open session at approximately 6:42 p.m., taking no action.

President Bokneitz called the regular meeting to order at 6:43 p.m.

PRESENT: Board Members Bokneitz, Bednarski, Warwick, Finch, Superintendent Thomsen, and Business Manager Mitchell

EXCUSED: Board Members Ivanski

VISITORS: Willow Glen Primary School Principal – Laurie Pogorzelski; St. Francis High School Principal – Andrew Muszytowski; SFSD Staff – Michelle Boening, Karen Duren and Emily Schmidt; Ms. Stephanie Kuczynski (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 6, 2014. 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 were none.

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

- The minutes of the September 22, 2014 regular School Board meeting.
- Accounts payable expenditures totaling $133,381.64 and payroll/payroll-related expenditures totaling $402,881.57.
- Personnel Items:
  - The 2014 FMLA Request for Nicole Morawski, Secondary English Teacher.
  - The 2014/2015 FMLA request for Heather Nobsch, Special Education Paraprofessional.
  - The following athletic contracts for the 2014-2015 school year:
    - Lamar Burks – Varsity Assistant Coach (Split Contract)
    - Charles Kzel – JV Basketball Coach (Split Contract)
  - The following extra-curricular contracts for the 2014-2015 school year:
    - Jesse Blunt – Skills USA / Motorcycle BUILD Advisor
    - Sarah Ernester – Assistant Drama Director
- Stephanie Henkhaus – Art Club Advisor
- Paul Oestreich – Drumline
- Andrew Rooney – Forensics Club Advisor
- Bob Sliwinski – Chess Club Advisor

The MSS Consulting Services Agreement was tabled for further review.

Upon motion by Ms. Bednarski, seconded by Mr. Finch, the 2nd reading of NEOLA May 2014 Update – Volume 23, Number 2 was approved as presented.

Upon motion by Mr. Bokneitz, seconded by Ms. Bednarski, revisions to St. Francis School District Employee Handbook – Attachment E was unanimously approved.

Upon motion by Mr. Bokneitz, seconded by Mr. Warwick, the Extended Field Trip Request Approval form for State-qualifying teams was unanimously approved.

Upon motion by Mr. Bokneitz, seconded by Ms. Bednarski, the 2015 8th grade field trip request to Costa Rica contingent upon an appropriate chaperone ratio compliant with Board Policy was unanimously approved as presented.

Upon motion by Mr. Bokneitz, seconded by Ms. Bednarski, the Youth Option Program requests for 2nd semester of the 2014-2015 school year were unanimously approved as presented.

Upon motion by Mr. Warwick, seconded by Ms. Bednarski, the Board unanimously approved the following District donations:

- $250.00 to SFHS Ignition Mentors from the St. Francis Association of Commerce
- $550.00 to SFHS National Honor Society from the St. Francis Association of Commerce
- $600.00 to SFHS Spanish Club from the St. Francis Association of Commerce
- A Schomacher Piano valued at $1,400.00 to SFHS Music Department from Ms. Marcia Mihm
- $200.00 to SFHS Girls Basketball Program (donor wishes to remain anonymous)
- $300.00 to be utilized towards the rental of trailers for the SFHS Homecoming Parade and refreshments at the SFHS Homecoming Dance from the SFHS Lighthouse Activities Crew.
- $250.00 towards the Robotics Program at Deer Creek Intermediate School from Ms. Kathleen Preston.

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION:

Business Manager Mitchell reported on the following:

1) An update on the 2014-2015 student enrollment / staffing plan and its impact on the 2014-2015 budget was presented for review and discussion. Business Manager Mitchell will present another update at the next regular meeting.

2) The School Board was presented an update on implementing a retirement program within the District. At this time, Administration is seeking further guidance from the Board as to next steps regarding this benefit as the District finalizes the budget for the 2014-2015 school year. The Board will revisit this topic at a future meeting.

3) The District Technology Plan was revised and Board approved in May of 2012. Since then, the State-wide assessment system and accountability system has been significantly revised to include multiple computer-based assessments. Specifically, the new Smarter Balanced Assessment System and ACT Aspire Suite require revision and/or upgrade to the Technology Hardware Infrastructure. Lab configurations at Willow Glen and Deer Creek will need to be significantly altered to prepare for the SBA requirement in Spring 2015. Discussion ensued. The Board reviewed information and options on bringing the District up to system requirements.

4) Computers for Special Education programming at the St. Francis High School was presented for review. In a recent meeting with High School special education staff, it was determined the District would need to implement one (1) additional laptop cart and fifteen (15) additional laptops in order to meet individual student needs for reading and math programs, academic labs, resource periods and student assessment purposes. In total, this would give the High School two (2) carts and thirty-three (33) laptops available to special education students. Discussion ensued. Upon motion by Mr. Bokneitz, seconded by Ms. Bednarski, the purchase of one (1) additional laptop cart and fifteen (15) additional laptops was unanimously approved.

5) In 2013-2014, the Board approved a 1-year contract with Birchwood Snow Removal and Salting Services. The District has found their service to be timely, thorough and the contractor has been responsive to any issues. The District believes this to be a good partnership and is recommending the contract renewal with Birchwood Snow Removal and Salting Services. Birchwood is offering to lock-in the contract for 3 years at the 2013-2014 prices, including salting services. Upon motion by Mr. Warwick, seconded by Ms. Bednarski, the Board unanimously approved the 3-year contract renewal with Birchwood Snow Removal and Salting Services.
Superintendent Thomsen reported on the following:

1) Information outlining the steps involved with the AdvancED School System Accreditation process was presented for review.
2) The St. Francis School District purchased an Every Day Math textbook update for grades K-5 in 2011-2012 and CMS Math for grades 6-8 in 2012-2013. Both programs align with ACT College and Career Readiness Targets, as well as, the Common Core State Standards. The High School Mathematics PLC has been reviewing a variety of mathematic textbooks based upon needs and requirements identified. Administration is recommending the purchase of the Kendall Hunt Textbook Series based on the current student numbers per course offered (Algebra, Geometry, Algebra II, and Pre-Calculus). Funds are available and have been designated for this important investment. Discussion ensued. This agenda item will be brought back to the October 20, 2014 meeting for Board approval.

President Boknevitz reported on the following:

1) The following upcoming events are scheduled at the new St. Francis Civic Center:
   • October 26, 2014 – 1:00 p.m. – Civic Center & “Buy a Stone” Dedication Program
   • December 4, 2014 – Gala Reception (ticketed event)

COMMUNICATIONS / COMMENTS FROM VISITORS: None

Upon motion by Mr. Boknevitz, seconded by Mr. Warwick, the President declared the regular meeting adjourned at 8:41 p.m.

Approved by:

[Signatures]

Briah 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  
September 22, 2014  

APPROVED MINUTES

President Bokneitz called the closed session to order at 6:15 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)(e) 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, negotiations.

PRESENT: Board Members Bokneitz, Bednarski, Warwick, Finch, and Superintendent Thomsen
EXCUSED: Board Member Ivanski
VISITORS: Business Manager Mitchell

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

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

PRESENT: Board Members Bokneitz, Bednarski, Warwick, Finch, Superintendent Thomsen, and Business Manager Mitchell
EXCUSED: Board Members Ivanski
VISITORS: St. Francis High School Principal – Andy Muszytowski; SFS Staff – Nina Santi, Jessica Salmonowicz; Mike & Sandy Swartz – MSS Consulting; Ms. Gail Prusinski (sign-in sheets retained in official meeting 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. Finch to approve the agenda for September 22, 2014. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

COMMUNICATIONS TO THE BOARD: None

COMMENTS FROM VISITORS:

St. Francis High School Teachers, Ms. Nina Santi and Ms. Jessica Salmonowicz briefly discussed their extended duties as advisors for Student Government.

CONSENT AGENDA ACTION ITEMS:

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

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

- The minutes of the September 8, 2014 regular School Board meeting.
- Accounts payable expenditures totaling $109,576.83 and payroll/payroll-related expenditures totaling $286,752.87
- Personnel Items:
  - The appointment of Rebecca Oestreich as part-time Special Education Paraprofessional for the 2014-2015 school year.
  - The following appointment as part-time Intervention Specialist:
    - Sara Bailey
  - The following appointment as part-time Lunchroom / Playground Supervisor(s):
    - Paula Fox
    - Jessica Kluck (Substitute)
    - Heidi Noble
    - Ann Sluga
• The following Athletic / Recreation Department appointments for the 2014-2015 school year:
  • Danielle Gosline – Dance Instructor
  • Mireya Magallon – Dance Instructor
  • Taylor Wilbrandt – Dance Instructor

• The following athletic / extra-curricular contracts for the 2014-2015 school year:
  • Gerriann Crawley – PI-34 Mentor
  • Neil Fortier – SFHS Robotics Advisor
  • Dan Schramka – Stock Market Club
  • Nikki Schuster – PI-34 Mentor

Upon motion by Mr. Boknevetz, seconded by Mr. Warwick, the Board unanimously approved the District monetary donation of $400.00 from the Knights of Columbus designated towards the St. Francis High School CD Transition Program as presented.

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION:

Mike and Sandy Swartz presented a brief overview on their background and fund-raising program. MSS Consulting is experienced in raising funds for non-profit organizations and is looking to partner with the St. Francis School District to generate donations via corporate and business sponsorships. Discussion ensued. This agenda item will be revisited for approval at the next regular meeting on October 6, 2014.

St. Francis School District Employee Handbook – Attachment E (Other Compensation) was brought forward for further review and discussion. The District anticipates refining Attachment E over time, improving compensation, in order to drive program improvement and innovation. This agenda item will be brought back at a future meeting.

NEOLA May 2014 Update – Volume 23, Number 2 was presented for review and discussion:

Section 1000 – Administration
• 1422 - Non-Discrimination & Equal Employment Opportunity
  • AG 1422 - Non-Discrimination & Equal Employment Opportunity
  • AG 1422B - Complaint Procedures for Non-Discrimination & Equal Employment Opportunity/Access*
  • 1623 - Section 504 / ADA Prohibition Against Disability Discrimination in Employment
  • AG 1623A - Section 504/ADA - Prohibition Against Disability Discrimination in Employment
  • AG 1623B - Section 504 / ADA - Complaint Procedures Related to Disability Discrimination in Employment*
  • AG 1630.01A - Family Leave*

Section 2000 – Program
• 2260 - Non-Discrimination & Access to Equal Educational Opportunity
  • AG 2260 - Non-Discrimination & Access to Equal Educational Opportunity
  • AG 2260B - Complaint Procedures for Non-Discrimination & Equal Educational Opportunity / Access*
  • AG 2260C - Major Differences Between the IDEA and Section 504*
  • 2260.01 - Section 504 / ADA Prohibition Against Discrimination Based on Disability
  • AG 2260.01A - Section 504 / ADA Prohibition Against Discrimination Based on Disability, Including Procedures for the Identification, Evaluation, and Placement of Students Suspected of Having a Disability, and the Right to FAPE

Section 3000 – Professional Staff
• 3120 - Employment of Professional Staff
  • 3122 - Non-Discrimination & Equal Employment Opportunity
  • AG 3122 - Non-Discrimination & Equal Employment Opportunity
  • AG 3122B - Complaint Procedures for Non-Discrimination & Equal Employment Opportunity / Access*
  • AG 3122C - Comparative Analysis of Employment Related Provisions of ADA and Section 504*
  • 3123 - Section 504 / ADA Prohibition Against Disability Discrimination in Employment
Section 4000 – Support Staff
• 4120 - Employment of Support Staff
• 4122 - Non-Discrimination & Equal Employment Opportunity
• AG 4122 - Non-Discrimination & Equal Employment Opportunity
• AG 4122B - Complaint Procedures for Non-Discrimination and Equal Employment Opportunity / Access*
• AG 4122C - Comparative Analysis of Employment Related Provisions of ADA and Section 504*
• 4123 - Section 504 / ADA Prohibition Against Disability Discrimination in Employment

Section 5000 – Students
• 5320 – Immunization
• 5330 - Administration of Medications / Emergency Care
• 5335 - Care of Students with Chronic Health Conditions
• 5340 - Student Accidents/Illness/Concussion (Technical Correction Only)
• 5451.02 - Technical Excellence Higher Education Scholarships

Section 6000 – Students
• 6800 - System of Accounting (Replacement Policy)

Section 7000 – Property
• 7540.01 V2 - Technology Privacy

Section 8000 – Operations
• 8210 - School Calendar
• 8325 - Receipt of Legal Documents by District Employees (Renumbered / Revised Policy)

*Denotes recommended deletion of policy/administrative guideline.

Discussion ensued. NEOLA May 2014 Update – Volume 23, Number 2 will be brought back at the October 6, 2014 meeting for approval.

Business Manager Mitchell reported on the following:

1) An update on the 2014-2015 student enrollment and staff plan was presented for review and discussion. The District will have confirmed enrollment numbers once the Third Friday Pupil Count has been completed. Business Manager Mitchell will present another update at the next regular meeting.

Superintendent Thomsen reported on the following:

1) The 2014-2015 Wisconsin Student Assessment Schedule was presented for review.
2) For the third year, the Wisconsin Department of Public Instruction (DPI) issued a School Report Card for each of our schools and for the second year, a District Report Card. The DPI is issuing these report cards for every public school and district in Wisconsin. The Report Cards, using multiple measures of student learning, provides us with valuable guidance on how our schools and District are doing and where we can improve. A summary of the St. Francis School District Report Cards was presented for review and discussion.
3) The next Special Education Parent Advisory Council Meeting is scheduled for October 13, 2014 beginning at 6:00 PM in the Willow Glen Media Center.
4) Discussion ensued regarding Board representation at future Willow Glen / Deer Creek PTO meetings.

President Boknevetz reported on the following:

1) Select Board Members recently attended the WASB Fall Regional Meeting held on September 18, 2014 at the Country Springs Hotel in Pewaukee.
2) The 2014 WASB Legislative Advocacy Conference is scheduled for November 8, 2014 in Stevens Point, WI. Board Members interested in attending should contact District Secretary, Ms. Lisa Jarosh to register.
COMMUNICATIONS / COMMENTS FROM VISITORS:  None

Upon motion by Mr. Boknevitz, seconded by Mr. Warwick, the President declared the regular meeting adjourned at 8:46 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  
August 18, 2014  

APPROVED MINUTES  

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

Upon motion by Ms. Bednarski, 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 exercise responsibility; and Wisconsin State Statute 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 and data or involved in such problems or investigations.  

Specifically, personnel issues; and,  

Wisconsin State Statute 19.85 (1)(e) 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, negotiations.  

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, legal issues  

PRESENT: Board Members Boknevitz, Bednarski, Iwanski, Warwick, Finch, Superintendent Thomsen  
VISITORS: Business Manager Mitchell  

Board Vice President Bednarski arrived at 6:06 p.m.  

The President called closed session to order at 6:04 p.m. The Board reconvened into open session at approximately 6:48 p.m., taking no action.  

President Boknevitz called the regular meeting to order at 6:48 p.m.  

PRESENT: Board Members Boknevitz, Bednarski, Iwanski, Warwick, Finch, Superintendent Thomsen, and Business Manager Mitchell  
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 Ms. Bednarski, seconded by Mr. Warwick to approve the agenda for August 18, 2014. 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 were none.  

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

- Minutes of July 28, 2014  
- Minutes of August 4, 2014
- Accounts payable expenditures totaling $231,114.48 and payroll/payroll-related expenditures totaling $416,737.68
- Personnel Items:
  - The 2014 Family and Medical Leave for David Haskins, Custodian.
  - The resignation of Janice Coss as Intervention Specialist effective August 3, 2014.
  - The resignation of Molly Rozga, Intervention Specialist effective August 18, 2014.
  - The appointment of Eileen Booth as Long-Term Replacement Art Teacher during the 2014-2015 school year.
  - The appointment of Devon Zarcone as part-time Network Technician.
  - The appointment of Charlotte Skenandore as part-time Intervention Specialist.
- The following extra-curricular contracts for the 2014-2015 school year:
  - Laura Carlson, PI-34 Mentor $1,000.00
  - Eric Gottfried, PI-34 Mentor 1,000.00
- The following athletic/recreation contracts for the 2014-2015 school year:
  - Mark Beaumont, Assistant Football Coach (5+ Yrs) $3,470.00
  - Bob Braam, Assistant Football Coach (0-5 Yrs/.50 Contract) 1,570.00
  - Bob Sliwinski, Assistant Football Coach (0-5 Yrs/.50 Contract) 1,570.00
  - Lisa Pugel, Varsity Volleyball Coach (5+ Yrs) 3,470.00

Upon motion by Ms. Bednarski, seconded by Mr. Warwick, the Board unanimously approved the 2014-2015 Systems and Priorities document (2nd reading) as presented.

Upon motion by Mr. Iwanski, seconded by Ms. Bednarski, the Board unanimously approved the 2014-2015 Southwest Consortium Shared Class Agreement as presented.

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION:

Assistant Principal / Athletic Director, Mr. Mike Lewandowski presented an update on extra-curricular eligibility. Discussion ensued and all questions were answered in regards to participation trends.

The Board reviewed a press release announcing that effective the 2014-2015 school year, the St. Francis High School will be competing in the Midwest Classic Conference in identified sports. This move to the Midwest Classic Conference will enable the High School's athletes and teams to be more competitive. The Midwest Classic schools will also benefit due to high athletic program alignment at multiple levels, program sustainability, and an equitable competitive atmosphere for all those involved.

Superintendent Thomsen presented information for a 1st reading on Kinder and Compassionate Schools – PBIS and Anti-Bullying Curriculum for grades K-8. The District remains committed to Nurturing Kinder and More Compassionate Schools by implementing PBIS at all schools; as well as, implement an anti-bullying curriculum in our Health Curriculums, school activities, as well as, in our PORT at SFHS. The revised health/anti-bullying curriculum for grades K-8 will be presented for Board approval at the next meeting.

Business Manager Mitchell reported on the following:

1) The 2014-2015 Budgetary Refinement:
   - An update on 2014-2015 student enrollment was presented for review and discussion. All questions were addressed.
   - The recommended format for the 2014-2015 Budget adoption was presented for review.
   - The 2014-2015 Budget publication was presented for review. This publication will be published in the St. Francis edition of the Community News NOW, as well as, at each school, District Office, St. Francis City Hall, St. Francis Public Library and the 2014 Annual Meeting booklet.

Superintendent Thomsen reported on the following:

1) Supplementary pay for teachers who have achieved their Master’s Degree was presented for review and discussion. Since the onset of Act 10, the District is researching ways to "close the gap" for new teachers who can no longer automatically progress via credit attainment. The starting salaries in the St. Francis School District are typically lower than other area districts. This item will be brought back to a future Board meeting for further discussion.

2) Attachment E of the Employee Handbook defines compensation for coaches, advisors, workers and other related roles throughout the District. In 2011, Attachment E compensation was reduced 2% across the board as part of the plan to meet the significant budgetary deficit. At this time, Administration is recommending to refine/adjust and/or increase compensation to positions identified on Attachment E. This item will be brought back to a future meeting for further review and approval.

3) Superintendent Thomsen shared the PowerPoint presentation on the Data Retreat that was recently held in the District on August 7, 2014.
President Bokneitz reported on the following:

1) The WASB Fall Regional Meeting / Workshops are scheduled for September 18, 2014. Board Treasurer Iwanski and Business Manager Mitchell are excused from attending this meeting.
2) The Board will participate in the Annual St. Francis Days' Parade on Saturday, August 30, 2014.

COMMENTS FROM VISITORS: None

Upon motion by Mr. Bokneitz, seconded by Mr. Warwick, the President declared the regular meeting adjourned at 8:40 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 4, 2014  

APPROVED MINUTES  

Vice President Bednarski called the regular meeting to order at 6:32 p.m.  

PRESENT: Board Members Bednarski, Iwanski, Warwick, Finch, Superintendent Thomsen, and Business Manager Mitchell  

EXCUSED: Board President Boknevitz  

VISITORS: No 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 August 4, 2014. 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. The extra-curricular contract for Skills USA & Motorcycle BUILD was removed for approval at a future meeting. The contract for Pep Band/Drumline was revised to reflect Pep Band only.  

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

- Minutes of July 14, 2014  
- Accounts payable expenditures totaling $180,940.09 and payroll/payroll-related expenditures totaling $351,413.52  
- Personnel Items:  
  - The resignation of Matthew Glaivin as Network Technician effective August 15, 2014.  
  - The following appointments as part-time Special Education Paraprofessional(s):  
    - Ruth Bohlmann  
    - Ricetta Lewis-McGee  
    - Jean Slusar  
  - The following appointments as part-time Recreation Workers:  
    - Nick Pfeiffer  
    - Lydia Schlais  
    - Bayley Steltenpohl  
  - The following appointment as part-time Custodian Worker:  
    - Keyon Lawson  
  - The following extra-curricular contracts for the 2014-2015 school year:  
    - Kate Bennett, Friends of Rachel Chapter $ 1,000.00  
    - Kate Bennett, International Club Co-Advisor (.50 contract) 1,050.50  
    - Laura Carlson, Junior Class/Prom Co-Advisor (.50 contract) 1,050.50  
    - Christina Cattey, Junior Class/ Prom Co-Advisor (.50 contract) 1,050.50  
    - Laura Cogburn, PI-34 Mentor 1,000.00  
    - Brandon Blahnik, Freshmen Mentor Advisor 1,000.00  
    - Carrie Fryjoff, Freshmen Mentor Advisor 1,000.00  
    - Eric Gottfried, Outdoor Science Club Advisor 913.00  
    - Peter Graven, Robotics Club (Lego League-Fall) 913.00  
    - Peter Graven, Robotics Club (MATE/ROV-Spring) 913.00  
    - Eric Gylaind, Live Action Role Playing (LARP) 913.00  
    - Debra Jordan, PI-34 Mentor 1,000.00
• Mike King, District Webmaster 2,000.00
• Jack LoPresti, Freshmen Mentor Advisor 1,000.00
• Jack LoPresti, Stock Market Club Advisor 913.00
• Paul Oestreich, Drama Director 4,750.00
• Paul Oestreich, Pep Band 836.00
• Molly Rozga, Forensics 2,375.00
• Jessica Salmonowicz, Student Council Co-Advisor (.50 contract) 822.00
• Jessica Salmonowicz, International Club Advisor (.50 contract) 1,050.00
• Fay Sanfilippo, PI-34 Mentor 1,000.00
• Dave Santi, Class Advisor (Grade 12) 2,101.00
• Nina Santi, Freshmen Mentor Advisor 1,000.00
• Nina Santi, Student Council Co-Advisor (.50 contract) 822.00
• Nina Santi, National Honor Society Advisor 913.00
• Dan Schramka, FBLA Club Advisor 913.00
• Nikki Schuster, Friends of Rachel Chapter 1,000.00
• Melissa Zeman, Student Council Advisor 1,462.00

- The following athletic contracts for the 2014-2015 school year:
  • Kyle Beaumont, Freshman Football Coach (0-5 Yrs/.50 Contract) 1,570.00
  • Brandon Blahnik, Varsity Reserve Football Coach (5+Yrs) 3,470.00
  • James Burazin, Freshman Football Coach (0-5Yrs/.50 Contract) 1,570.00
  • Lisa Jarosh, Cheerleading Coach (0-5 Yrs) 1,150.00
  • Mike King, Girls JV Tennis Coach (5+ Years) 2,780.00
  • Beth Obst, HS Spirit Squad Coach (5+Yrs/Fall) 1,390.00
  • Beth Obst, Intermediate Spirit Squad Coach (5+Yrs/Fall) 1,390.00
  • Dave Santi, Asst. Football Coach (5+Yrs) 3,470.00
  • Scott Santi, Varsity Reserve Football Coach (5+Yrs) 3,470.00
  • Doug Sarver, Head Football Coach (5+Yrs) 4,515.00
  • Daniel Schramka, Girls Varsity Tennis Coach (5+Yrs) 3,470.00
  • Nikki Schuster, JV Volleyball Coach (0-5 Yrs.) 2,510.00
  • Melissa Zeman, Freshman Volleyball Coach (5+Yrs) 2,780.00

Upon motion by Ms. Bednarsi, seconded by Mr. Finch, the Board unanimously approved the 2014-2015 Fall Recreation Program as presented.

Upon motion by Mr. Warwick, seconded by Mr. Iwanski, the Board unanimously approved the Facilities Usage Fee Waiver Request as presented.

Upon motion by Mr. Warwick, seconded by Mr. Finch, the Board unanimously approved the Policies and Administrative Guidelines of NEOLA Special Update – January 2014 (2nd reading) as presented.

Upon motion by Mr. Warwick, seconded by Ms. Bednarsi, the Board unanimously approved Policy 7542 – Access to District Technology Resources from Personally-Owned Communication Devices as presented.

Upon motion by Ms. Bednarsi, seconded by Mr. Warwick, the Board unanimously approved Policy 7440.01 – Video Surveillance and Electronic Monitoring as presented.

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION:

Business Manager Mitchell reported on the following:

1) The 2014-2015 Budgetary Refinement document was reviewed and the following items and their fiscal impact to the budget were discussed at length:
   • Preliminary student enrollment numbers for the 2014-2015 school year were presented for review. More information will become available after student registration in August.
   • The funding and reinstatement of a part-time Physical Education Teacher at Willow Glen Primary School was discussed. Upon motion by Mr. Warwick, seconded by Mr. Finch, the motion to reinstate a .50 FTE Physical Education position for the 2014-2015 school year at Willow Glen was unanimously approved.
   • The funding and reinstatement of a part-time Art Teacher at Deer Creek Intermediate School was discussed. Upon motion by Ms. Bednarsi, seconded by Mr. Finch, the increase of the current .50 FTE Art Teacher position by .10 FTE for the 2014-2015 school year was unanimously approved.
2) Business Manager Mitchell presented a draft of the 2014 Annual Meeting Notice and Budget Approval for review. Discussion ensued. Upon motion by Mr. Warwick, seconded by Ms. BednarSKI, a motion to approve a balanced budget as discussed and a 0% increase / decrease in the tax levy was unanimously approved.

3) 10-Year District Maintenance Plan
- District Signage – Proposals on signage at all three schools was presented for review. Discussion ensued. The Board requested additional information is obtained from the City of St. Francis on requirements for signage height. This item will be brought back at a future meeting for further discussion and approval.
- Willow Glen Uni-Vent System – During the 2013-2014 school year, Willow Glen experienced problems with several of their classroom uni-vents. Custodial/maintenance staff worked with multiple vendors to determine a long-term solution to the problem and is recommending the addition of digital controls to current units in place. The District received several proposals from vendors and after review is recommending ALC to accomplish the uni-vent project. Upon motion by Mr. Warwick, seconded by Mr. Finch, ALC was unanimously approved as the vendor to complete the uni-vent project at Willow Glen Primary School.

Superintendent Thomsen reported on the following:

1) The K4-12 Reading Program was presented for review and approval. 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 Mr. Iwanski, the K4-12 Reading (Literacy and Writing) Program was unanimously approved as presented.

2) The 2014-2015 Systems and Priorities document was presented for review. Discussion ensued and all questions were answered.

3) The following SFSD Employee and Benefit Handbook revision(s) were presented for review and approval:
   - Page 4 - Attachment A1 – School Counselor Work Days – This document has been eliminated from the Employee Handbook.
   - Page 5 – Benefits – See Benefit Handbook – The Benefit Handbook was revised and is available on the District’s website.
   - Page 13 – New required language was added to align with the Fair Labor Standards Act.
   - Page 14 – New language was added to clarify compensation for support staff on canceled school days.
   - Page 15 – Non-Discrimination and Equal Opportunity - New language was added to ensure compliance with Board Policy.
   - Attachment B – Liquidated Damages – Adjustments were made to better align with other area school districts. The District’s goal is to minimize late teacher resignations which negatively impact the District, schools and students. These changes are in effect beginning in the 2015-2016 school year.
   - Attachment E – The addition of “Little Dribblers” to Intermediate / Primary School Contracts.
   - Attachment E – In the near future, the Board will be considering revisions to Attachment E. All future revisions will be communicated to staff.

   Upon motion by Mr. Warwick, seconded by Ms. BednarSKI, the SFSD Employee and Benefit Handbook(s) were approved as presented.

4) Superintendent Thomsen shared an editorial article from the Wisconsin State Journal entitled, “Don’t Waste Common Core Effort.”

5) The All Staff Welcome Back Breakfast / In-Service is scheduled for Monday, August 25, 2014. Letters were mailed to all staff recently.

Vice President BednarSKI reported on the following:

1) St. Francis National Night Out is scheduled for Wednesday, August 6, 2014.

2) The 50th Annual St. Francis Days takes place August 28-August 31, 2014. The Board will participate in the Parade event on August 30, 2014

3) The Wisconsin Association of School Boards’ Fall Regional Meeting for Regions 11 and 15 is scheduled for September 18, 2014.

COMMENTS FROM VISITORS: None

Upon motion by Ms. BednarSKI, seconded by Mr. Warwick, the Vice President declared the regular meeting adjourned at 9:06 p.m.

Approved by:

[Signature]
Brian Warwick
School Board Clerk

[Signature]
Amanda J. BednarSKI
Board Vice President
President Bokneitz called the closed session to order at 6:03 p.m.

Upon motion by Ms. Bednarski, seconded by Mr. Iwanski, the Board adjourned into closed session according to Wisconsin State Statute 19.85 (1)(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 Wisconsin State Statute 19.85 (1)(e) 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, performance of Administrator and negotiations related.

**PRESENT:** Board Members Bokneitz, Bednarski, Iwanski, Warwick, Finch and Superintendent Thomsen

**VISITORS:** Business Manager Mitchell

The President called closed session to order at 6:03 p.m. The Board reconvened into open session at approximately 6:37 p.m., taking the following action:

Upon motion by Mr. Bokneitz, seconded by Mr. Iwanski, the revised 2014-2015 contract for Mr. Michael King was unanimously approved as presented.

President Bokneitz called the regular meeting to order at 6:37 p.m.

**PRESENT:** Board Members Bokneitz, Bednarski, Iwanski, Warwick, Finch, Superintendent Thomsen, and Business Manager Mitchell

**VISITORS:** SFSF Teachers/Staff – Kelly Carr, Jeanine Caruso and Eileen Wagner; four (4) 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 June 2, 2014. Motion was unanimously approved.

**PLEDGE OF ALLEGIANCE**

**COMMUNICATIONS TO THE BOARD:** None

**COMMENTS FROM VISITORS:**

Ms. Bonnie Yopps expressed appreciation to the St. Francis School District on behalf of the All Abilities Playground.

**CONSENT AGENDA ACTION ITEMS:**

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

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

- Minutes of May 19, 2014
- Accounts payable expenditures totaling $69,670.24 and payroll/payroll-related expenditures totaling $340,722.87
- Personnel Items:
  - The appointment of Carrie Clement as Elementary Teacher for the 2014-2015 school year.
  - The appointment of Jessica Lange as Elementary Special Education Teacher for the 2014-2015 school year.
• The appointment of Pamela Picciolo as .50 FTE K4 Teacher for the 2014-2015 school year.
• The appointment of Maria Wesolowski as Part-Time High School Secretary.
• The appointment of Karen Baldwin as Part-Time High School Secretary.
• The following appointments to the K-8 Summer School Program:
  • Autumn Cassel – Hands-On Science
  • Nick Conrad – Model Car Building / Reader’s Workshop
  • Kathryn Janette – Iron Chef (Session 2)
  • Jacob Maiewicki – Pint-Size Picassos / Crazy About Upcycling / Face It
  • Michael Seefeld – Life Skills
  • Jakob Wahl – Fun & Games
• The following appointments as Part-Time Custodial Workers:
  • Desmon Barton-Murry
  • David Haskins
  • Kevin Ratz
• The following appointments as Part-Time Summer Custodial Assistants:
  • David Felle
  • Keyon Lawson
• The following athletic contracts for the 2014-2015 school year:
  • Daniel Cabuling, Baseball JV Coach (0-5) .50 Contract $1,255.00
  • Matthew Olson, Boys JV Baseball Coach (0-5) .50 Contract 1,255.00

Upon motion by Mr. Bokneitz, seconded by Ms. Bednarski, the Board unanimously approved the approve the extension and replacement of the administrative contract for Guy Powell and such contract offered covering the period from July 1, 2014 to June 30, 2016. The new contract will supersede all prior signed contracts issued and approved.

Upon motion by Mr. Warwick, seconded by Ms. Bednarski, the Board approved the 2014-2015 Food Service Management Contract renewal with Chartwells Dining Service. Board Members Bednarski, Iwanski, Warwick and Finch voted aye. Board President Bokneitz abstained from voting.

Upon motion by Mr. Bokneitz, seconded by Ms. Bednarski, the Board unanimously approved the following Facility Usage Fee Waiver Request(s):
  • Jocelyn Borzick / Zumbathon in conjunction with the St. Francis All Abilities Playground
  • St. Francis All Abilities Playground – Design Day Request

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION:

Business Manager Mitchell reported on the following:

1) The 2014-2015 enrollment projection reports were presented for review and discussion.

2) 2014-2015 budgetary refinement updates were presented for review and discussion ensued on the following agenda items:
  • Willow Glen Physical Education Teacher Position
  • Deer Creek Art Teacher Position
  • Willow Glen / Deer Creek Shuttle Bus
  • Willow Glen / Deer Creek Class Sizes
  • Open Enrollment Seats for 2014-2015
  • Substitute Pay
  • St. Francis High School Math Teacher Reduction

After discussion and upon motion by Mr. Bokneitz, seconded by Mr. Finch, the Board moved to approved the opening of additional Open Enrollment seats at 1st grade (4 seats) and 3rd grade (3 seats). The Board gave direction to research additional areas presented for discussion.

3) In July 2013, the District joined the WERMC Consortium for risk management insurance to address needs in several areas: bidding; cost reduction; risk mitigation; and claim handling. A pro-active program helps the District to address these issues and build a safety culture. The District has begun to address the key issues and is eager to continue the progress made next year. The District is recommending the renewal of the WERMC Consortium Agreement for 2014-2015. Upon motion by Mr. Bokneitz, seconded by Mr. Warwick, the renewal of the WERMC Consortium Agreement for 2014-2015 was unanimously approved.

4) An update on potential On-Site Wellness Clinics for staff was presented to the Board. Business Manager Mitchell will continue to research this topic.
Superintendent Thomsen reported on the following:

1) There is increased conversation and concern throughout the State of Wisconsin regarding the perceived high amount of fund balance that public school districts maintain. Some elected officials would like to have future funding of public schools be offset by the current District fund balance. This new approach would be problematic for all public schools based upon the current funding and structure of receiving revenue to operate schools. Discussion ensued. The Board requested Administration to draft communications to help educate our Legislators.

2) Google Apps for Education (GAFE) is coming to the St. Francis School District. The District is excited to announce the implementation of Google Apps as it represents an important step towards developing a 21st Century approach to curriculum and learning. The Board reviewed the implementation timeline for GAFE within the District.

3) School / Parent Survey Reports for Willow Glen Primary School; Deer Creek Intermediate School; and the St. Francis High School were presented to the Board for review and discussion.

4) The St. Francis School District is currently a member of the SWSA 66.0301 Cooperative. In order to maintain membership in this organization, the Board must adopt a resolution and approve the 66.0301 Agreement that was established for the SWSA Cooperative. The membership fees are used for a legislative liaison, executive director and for operational expenses that assist in advocating for children within the public school system. The District is recommending the continued membership with SWSA. Upon motion by Mr. Warwick, seconded by Mr. Iwanski, the 2014-2015 SWSA 66.0301 Agreement and Resolution was unanimously approved.

5) The CESA 6 Effectiveness Project© was officially certified as a DPI equivalent model of the Wisconsin Educator Effectiveness System in 2013. This means that school districts may use this system with full confidence that it has met and exceeded the rigorous equivalency standards set by the state for a system to evaluate teachers and building administrators. Board Members reviewed the update and asked questions to build their knowledge on the Effectiveness Project.

6) There will be a Willow Glen Book Sale for "out-dated" library materials on Thursday, June 12, 2014 from 10:40 a.m. to 1:15 p.m. (during the picnic) and from 3:00 p.m. to 3:45 p.m.

7) Superintendent Thomsen presented his annual “End of School Year Summary” to the Board.

8) The staff end-of-year celebration is scheduled for Wednesday, June 4, 2014 from 3:30 p.m. to 5:30 p.m.

President Bokneitz reported on the following:

1) Upcoming Important Dates:
   - The June 16, 2015 Board meeting date has been rescheduled to be a “brief” meeting at 6:00 p.m. on June 12, 2014 before the High School graduation ceremony.
   - There will be a Board work session on retirement benefits at 5:00 p.m. on July 14, 2014 before the start of the regular meeting at 6:30 p.m. in the High School Library.
   - High School Graduation – June 12, 2014 – 7:00 PM
   - July 4th Parade / Activities
   - St. Francis Days’ Parade / Activities

COMMUNICATIONS / COMMENTS FROM VISITORS:

Ms. Becky Bonetempo expressed her appreciation to the Board for keeping four (4) sections in 2nd grade.

Ms. Candace Lopez expressed her opinions on the value of retaining the shuttle bus service between schools. The City’s schools are not designed for heavy traffic and the shuttle service adds to the safety of the students.

Upon motion by Mr. Bokneitz, seconded by Mr. Warwick, the President declared the regular meeting / work session adjourned at 8:35 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 ST. FRANCIS HIGH SCHOOL LIBRARY  
May 19, 2014  

APPROVED MINUTES  

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

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

VISITORS:  
Building Principals – Andrew Muszytowski and Laurie Pogorzelski; SFSD Staff – Dawneen Andre, Michelle Boening, Kelly Carr, and Jeanine Caruso; 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 Ms. Bednarski, seconded by Mr. Boknevitz to approve the agenda for May 19, 2014. Motion was unanimously approved.  

PLEDGE OF ALLEGIANCE  

COMMUNICATIONS TO THE BOARD: A note of appreciation from the family of Mrs. Judy Daub on the sympathies expressed by the St. Francis School District on the recent passing of their mother.  

COMMENTS FROM VISITORS: None  

SPECIAL PRESENTATION BY ST. FRANCIS HIGH SCHOOL PRINCIPAL MUSZYTOWSKI:  
St. Francis High School Principal Muszytowski shared a presentation on the progress of Homeroom Advisory Period - PORT (Prepare, Organize, Review and Teach) at the High School for 2013-2014.  

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

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

- Minutes of May 12, 2014 regular / work session meeting  
- Accounts payable expenditures totaling $77,831.45 and no payroll / payroll-related expenditures to report  
- Personnel Items:  
  - The resignation of Nikki Slagle, High School Counselor effective June 30, 2014.  
  - The resignation of Spike Carpenter, Special Education Paraprofessional effective June 14, 2014.  

Upon motion by Mr. Boknevitz, seconded by Mr. Finch, the Board unanimously approved the 2014-2015 Short-Term Technology Plan.  

Upon motion by Mr. Warwick, seconded by Ms. Bednarski, the Board unanimously approved the following District donations:  

- Monetary donation of $25.00 from an anonymous donor in memory of Mrs. Judy Daub.  
- Monetary donation of $500.00 from von Briesen & Reper, S.C. designated towards 2015 Post Prom activities.  
- Monetary donation of $1,800.00 from TOC Baseball designated towards the SFHS Baseball Team.  

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION:  

Business Manager Mitchell reported on the following:  

1) Based on major modifications to the District’s health insurance plan in January 2012, the plan has been put on a more sustainable path. Based on trend information available, the District is still on target for a 0% increase on renewal rates. For the July 1 plan year, the District is recommending the following changes as required in 2014 by the Affordable Care Act:  

- Remove the Annual Limit on claims.  
- Eliminate Pre-Existing Condition limits.  
- Cover routine testing for clinical trials.
• Apply medical co-pays to the out-of-pocket limits.

Upon motion by Mr. Bokneitz, seconded by Ms. Bednarski, the changes to the District’s Health Insurance Plan were unanimously approved as presented.

2) Business Manager Mitchell presented 2014-2015 enrollment information for review and discussion.

3) 2014-2015 budgetary refinement updates were presented for review and discussion.

4) In Spring 2013, the District bid the management contract for the food service program. Based on bid results, the District decided to continue the long-term relationship with Chartwells Dining Service. In recent Board meetings, Administration identified areas where the District continues to focus and make progress to build a sustainable food service program. Business Manager Mitchell provided the Board with information where other districts have left or are leaving the food service program, as well as, the financial impact if the District were to leave the Federal Program. Based on information provided, Administration is recommending the Board renew the contract with Chartwells. Discussion ensued. This agenda topic will be brought back to the next regular meeting for approval.

5) In February 2014, the Board requested the District to continue moving forward on the HVAC project for the lower level at Deer Creek. The equipment bid from Trane was approved at the April 28, 2014 meeting. Quotes for labor on the installation were initially presented to the Board for review at the May 12, 2014 meeting. After clarifying bid information submitted, the District is recommending JM Brennan. Upon motion by Mr. Bokneitz, seconded by Mr. Iwanski, the installation bid from JM Brennan was unanimously approved.

Superintendent Thomsen reported on the following:

1) A chart delineating the Collaborative Meeting and Planning (CMP) time for each grade level for the past three years (11-12, 12-13 and 13-14) was presented for review. The District is still in the process of composing the 2014-2015 High School master schedule, so there may be some exceptions moving forward. The District believes this plan to be reasonably equitable K-12 based upon the fiscal limitations, the reduction in staffing, the variety of educational programming and requirements at the three schools, as well as, the new accountability expectations. Recently, the question has been raised on the possibility of reinstating a part-time Physical Education (PE) Teacher at Willow Glen Primary School for the 2014-2015 school year. Further discussion ensued. The Board requested Administration to research further and present their findings at a future Board meeting.

2) The District will host a “Child Find” screening on May 27, 2014 from 3:00 p.m. to 5:00 p.m. at Willow Glen Primary School.

3) Recently, a Special Education Parent Survey was designed to gain additional parent feedback regarding the special education programming for their child or student. The goal of the 2013-2014 Special Education Parent Survey is to obtain a pulse on parent satisfaction relative to the special education programming for their student(s) and use that information to make improvements where possible.

4) The Southeastern Wisconsin Schools Alliance (SWSA) provides school leaders and parents with the objective, non-partisan information and training they need to be strong advocates for educational excellence. SWSA serves 31 urban and suburban school districts with combined enrollment of more than 240,000 students. The St. Francis School District is a member of the SWSA 66.0301 Cooperative and will be seeking to renew membership for the 2014-2015 school year from the Board at an upcoming meeting.

5) School Survey Trend Data Reports will be presented for review at the June 2, 2014 regular Board meeting.

President Bokneitz reported on the following:

1) A Board work session on retirement benefits will be scheduled at a date to be determined.

COMMUNICATIONS / COMMENTS FROM VISITORS: None

Upon motion by Mr. Bokneitz, seconded by Mr. Warwick, the President declared the regular meeting adjourned at 8:45 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 / WORK SESSION
HELD IN THE ST. FRANCIS HIGH SCHOOL LIBRARY
May 12, 2014

APPROVED MINUTES

President Boknevitz called the closed session to order at 5:05 p.m.

Upon motion by Ms. Bednarski, 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)(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...if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories and data or involved in such problems or investigations.

Specifically, staff performance issues, potential staff non-renewals / reductions for 2014-2015 for budgetary reasons; and,

Wisconsin State Statute 19.85 (1)(e) 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, related negotiations.

PRESENT: Board Members Boknevitz, Bednarski, Iwanski, Warwick, Finch and Superintendent Thomsen
VISITORS: Business Manager Mitchell

The President called closed session to order at 5:05 p.m. The Board reconvened into open session at approximately 5:40 p.m., taking no action.

President Boknevitz called the regular meeting to order at 5:40 p.m.

PRESENT: Board Members Boknevitz, Bednarski, Iwanski, Warwick, Finch, Superintendent Thomsen, and Business Manager Mitchell
VISITORS: No 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. Warwick to approve the agenda for May 12, 2014. 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 were none.

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

- Minutes of May 5, 2014
- Accounts payable expenditures totaling $29,319.38 and payroll / payroll-related expenditures totaling $480,231.36
- Personnel Items: None

Upon motion by Mr. Boknevitz, seconded by Mr. Iwanski, the Board unanimously approved the notice of contract non-renewal for Mr. Jack LoPresti due to budgetary reasons.

Upon motion by Mr. Boknevitz, seconded by Mr. Iwanski, the Board unanimously approved the 2014-2015 teacher contract renewals as presented.
Upon motion by Mr. Bokneitz, seconded by Ms. Bednarski, the Board unanimously approved NEOLA Special Update (November 2013) as presented:

Section 3000 - Professional Staff
- 3213 - Student Supervision and Welfare
- 3217 - Weapons
Section 4000 - Support Staff
- 4213 - Student Supervision and Welfare
- AG 4213 - Liability of Staff for Student Welfare
- 4217 - Weapons
Section 5000 - Students
- 5771 - Search and Seizure
- AG 5771 - Search and Seizure
Section 7000 - Property
- 7217 - Weapons
- 7440 - Facility Security
Section 8000 - Operations
- 8420 - Emergency Preparedness
- AG 8420 - Emergency Procedures
Section 9000 - Relations
- 9150 - School Visitors

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION:

Business Manager Mitchell reported on the following:

1) 2014-2015 budgetary refinement updates were presented for review and discussion.
2) At the April 28, 2014 meeting, the Board provided input regarding the District’s photography contract. Based on feedback at that meeting, the District is reviewing strategies to maximize discounts for students of economic need to still participate in picture taking. Business Manager Mitchell is working on finalizing the photography contract with VIP for the 2014-2015 school year.
3) Kapur & Associates was the engineering firm on the District’s renovation project. With the recent harsh winter, the District is finding the High School parking lot is in dire need of repair. Due to the complexity of the project and to ensure that the parking lot is completed appropriately with a long-term focus in mind, the District is recommending the hire of Kapur & Associates. Discussion ensued. The Board requested additional information. This agenda topic will be brought back further review and discussion at a future meeting.
4) In February 2014, the Board requested the District to continue moving forward on the HVAC project for the lower level at Deer Creek. The Board approved the equipment bid from Trane at the April 28, 2014 meeting. Currently, the District is in the process of reviewing quotes that were received for labor on the installation. This agenda topic will be brought back at a future meeting for further review and approval.

Superintendent Thomsen reported on the following:

1) Superintendent Thomsen presented recent updates on the District’s Technology Plan.

President Bokneitz reported on the following:

1) Upcoming Important Dates:
   - Board Regular Meeting – May 19, 2014 – 6:30 PM
   - St. Francis Association of Commerce Scholarship Dinner – May 20, 2014
   - NHS Induction / Senior Awards Night – May 21, 2014
   - End of Year Celebration – June 4, 2014
   - High School Graduation – June 12, 2014 – 7:00 PM

BOARD WORK SESSION:

District Secretary, Ms. Lisa Jarosh led a professional development work session on the implementation of BoardBook (paperless meetings). The Board received instruction on how to utilize I-Pads with the BoardBook internet-based application that streamlines the preparation, distribution and publication of agenda packets. The Board will implement paperless meetings beginning on May 9, 2014.
COMMUNICATIONS / COMMENTS FROM VISITORS: None

Upon motion by Mr. Boknevitz, seconded by Mr. Iwanski, the President declared the regular meeting/work session adjourned at 7:45 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  
May 5, 2014  

APPROVED MINUTES  

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

PRESENT:  Board Members Bednarski, Warwick, Finch, Superintendent Thomson, and Businesas Manager Mitchell  

EXCUSED:  Board Members Bokneitz and Iwanski  

VISITORS:  SFSD Staff – Nicole Hoffmann; no 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. Finch to approve the agenda for May 5, 2014. 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 were none.  

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

- Minutes of April 28, 2014 (as corrected)  
- Accounts payable expenditures totaling $49,343.90 and payroll/payroll-related expenditures totaling $398,786.91  
- Personnel Items:  
  - The resignation of Gerald Grahn, Willow Glen Custodian effective June 12, 2014.  

Upon motion by Mr. Warwick, seconded by Ms. Bednarski, the Board unanimously approved the 2014-2015 Board meeting calendar.  

Upon motion by Ms. Bednarski, seconded by Mr. Warwick, the Board unanimously approved the 2014-2015 Technology Plan.  

Upon motion by Mr. Warwick, seconded by Ms. Bednarski, the Board unanimously approved the purchase of thirteen (13) cafeteria tables for the St. Francis High School from School Specialty in the amount of $15,388.72.  

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION:  

Business Manager Mitchell reported on the following:  

1)  2014-2015 budgetary refinement updates were presented for review and discussion.  
2)  The District’s current landscaping contract ends June 30, 2014. The District sought proposals from area vendors for the new contract period beginning July 1, 2014. Based upon the proposals received and the vendor’s past working relationship with the District, the contract with F&W Landscape is being recommended as the vendor of choice. Upon motion by Ms. Bednarski, seconded by Mr. Finch, the contract with F&W Landscape was unanimously approved.  

Superintendent Thomsen reported on the following:  

1)  The Open Enrollment registration period came to a close at 4:00 p.m. on April 30, 2014. The District received approximately 249 applications to attend the St. Francis School District. Discussion ensued and questions were answered.  
2)  The District will sponsor a staff luncheon on May 6, 2014 in observance of Teacher/Staff Appreciation Week (May 5-9, 2014).
Vice President Bednarski reported on the following:

1) Upcoming Important Dates:
   - Board Regular Meeting / Work Session – May 12, 2014 – 5:00 PM
   - Board Regular Meeting – May 19, 2014 – 6:30 PM
   - St. Francis Association of Commerce Scholarship Dinner – May 20, 2014
   - NHS Induction / Senior Awards Night – May 21, 2014
   - End of Year Celebration – June 4, 2014

COMMUNICATIONS / COMMENTS FROM VISITORS:
Ms. Nicole Hoffmann made inquiries on the District’s Technology Plan and requested a copy of the document.

Upon motion by Mr. Warwick, seconded by Mr. Finch, the Vice President declared the regular meeting adjourned at 7:09 p.m.

Approved by:

Brian Warwick
School Board Clerk

Amanda J. Bednarski
Board Vice President
President Boknevitz called the closed session to order at 6:10 p.m.

Upon motion by Mr. Ivanski, seconded by Ms. Bednarsi, 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)(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...if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories and data or involved in such problems or investigations.

Specifically, staff performance issues, potential preliminary staff non-renewals / reductions for 2014-2015 for budgetary and performance reasons; and,

Wisconsin State Statute 19.85 (1)(e) 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, related negotiations.

PRESENT: Board Members Boknevitz, Bednarsi, Ivanski, Warwick, and Superintendent Thomsen

VISITORS: Appointed Board Member Finch and Business Manager Mitchell

The President called closed session to order at 6:10 p.m. The Board reconvened into open session at approximately 6:40 p.m., taking no action.

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

PRESENT: Board Members Boknevitz, Bednarsi, Ivanski, Warwick, Finch, Superintendent Thomsen, and Business Manager Mitchell

VISITORS: SFHS Building Principal – Andy Muszytowski; SFSD Staff – Michelle Boening, Laura Cogburn, Teresa Coplan, Ellen Erceg, Mary Pat Grafwallner, Courtnie Korpeia, Debbie Legwinski, and Eileen Wagner; and eight (8) 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. Bednarsi, seconded by Mr. Ivanski to approve the agenda for April 28, 2014. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

COMMUNICATIONS TO THE BOARD: There were none.

COMMENTS FROM VISITORS:

Primary School Teacher, Ms. Michelle Boening presented a request letter signed by Willow Glen teachers for reconsideration of reinstating the Physical Education Teacher position at Willow Glen Primary School.

Mrs. Jocelyn Borzick expressed her appreciation to the District on the flowers and sympathies sent to Mrs. Judy Daub’s funeral service. Mrs. Borzick also thanked the Board for taking the time to consider waiving the facility usage fees for the upcoming fundraiser for the All Abilities Playground.

Ms. Kim Hall advocated her views on promoting healthy food choices in schools.

OATH OF OFFICE:

School Board Clerk, Brian Warwick, administered the Oath of Office to newly elected / appointed Board Members, Robert G. Boknevitz and Robert Christopher Finch. Newly elected / appointed Board Members officially take office April 28, 2014.
ELECTION OF OFFICERS:
Upon motion by Mr. Iwanski, seconded by Ms. Bednarski, Robert Bokneitz was unanimously elected School Board President.
Upon motion by Mr. Bokneitz, seconded by Mr. Iwanski, Amanda Bednarski was unanimously elected School Board Vice President.
Upon motion by Mr. Warwick, seconded by Mr. Bokneitz, Russell Iwanski was unanimously elected School Board Treasurer.
Upon motion by Mr. Bokneitz, seconded by Ms. Bednarski, Brian Warwick was unanimously elected School Board Clerk.
Ms. Amanda J. Bednarski was appointed representative of the St. Francis School District to the Cooperative Educational Services Agency #1 2014 Annual Convention.
Board President Bokneitz was appointed the Wisconsin Association of School Board Delegate and Legislative Liaison. Board Clerk Warwick was appointed the Wisconsin Association of School Board Alternate Delegate.

CONSENT AGENDA ACTION ITEMS:
President Bokneitz inquired if there was any item(s) that should be removed from the consent agenda. There were none.
Upon motion by Ms. Bednarski, seconded by Mr. Warwick, the following consent agenda action items were unanimously approved:
- Minutes of April 7, 2014
- Accounts payable expenditures totaling $147,330.32 and payroll / payroll-related expenditures totaling $508,648.81
- Personnel Items:
  - The resignation of Kathleen Reeves as Primary School Teacher effective June 12, 2014.
  - The 2014 Family and Medical Leave request for Karen Kulig, Speech & Language Pathologist.

Upon motion by Mr. Bokneitz, seconded by Mr. Warwick, the Board unanimously approved the preliminary notice of contract non-renewal due to budgetary reasons as presented.
Upon motion by Mr. Iwanski, seconded by Ms. Bednarski, the Board unanimously approved the Southeastern Wisconsin New Teacher Project / Consortium Agreement as presented.
Upon motion by Mr. Bokneitz, seconded by Mr. Warwick, the Board unanimously approved the following motions in conjunction with the Summer School Music Program offerings:
- Approve a music instrument rental fee for the six-week Summer School Program of $20 per instrument.
- Approve the recommended St. Francis High School Summer School Music Program as presented for Summer 2014.

Upon motion by Mr. Bokneitz, seconded by Ms. Bednarski, the Board unanimously approved the Application for Use of School Facilities and waived all customary usage fees for Mrs. Jocelyn Borzick, representative of the St. Francis All Abilities Playground in conjunction with the upcoming scheduled Craft / Vendor Fair to be held at Deer Creek Intermediate School on May 17, 2014.

Upon motion by Mr. Bokneitz, seconded by Ms. Bednarski, the Board approve the following District donations:
- A combined monetary donation of $652.00 designated towards funding a DonorsChoose.org project that continues extending the OpenROV Project at Deer Creek Intermediate School. Donations were received from the following donors:
  - $326.00 – Disney Corporation
  - $163.00 – Anonymous Donor
  - $100.00 – Tromp Family
  - $63.00 – Peter Graven

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION:
The 1st reading of NEOLA Policy Special Update / November 2013 was presented for review and discussion:
Section 3000 - Professional Staff
- 3213 – Student Supervision and Welfare
- 3217 – Weapons
Section 4000 - Support Staff
- 4213 – Student Supervision and Welfare
- 4217 – Weapons
- AG 4213 – Liability of Staff for Student Welfare
Section 5000 - Students
- 5771 – Search and Seizure
- AG 5771 – Search and Seizure
Section 7000 – Property
  • 7217 – Weapons
  • 7440 – Facility Security
Section 8000 - Operations
  • 8420 – Emergency Preparedness
  • AG 8420 – Emergency Procedures
Section 9000 - Relations
  • 9150 – School Visitors

Discussion ensued. The Board requested copies of the following policies / administrative guidelines for further review:
  • 3213 – Student Supervision and Welfare
  • AG 4213 – Liability of Staff for Student Welfare
  • 5771 – Search and Seizure
  • AG 5771 – Search and Seizure

NEOLA Policy Special Update / November 2013 will be brought back for a second reading and approval at the May 12, 2014 regular School Board meeting.

Business Manager Mitchell reported on the following:

1) 2014-2015 budgetary refinement updates were presented for review and discussion.
2) The 2014-2015 custodial staffing plan was presented for review and discussion.
3) Quotes for equipment costs associated with the HVAC project for the lower level at Deer Creek was presented for review and discussion. The District will be bringing forward a separate bid for labor on this project at a future meeting. The District is recommending the bid from Trane, as this was the lowest bid and matches much of the equipment the District currently has in service. Upon motion by Mr. Warwick, seconded by Mr. Bokneitz, the bid from Trane was unanimously approved.
4) The Board reviewed and discussed the renewal opportunity with Chartwells Food Service for the 2014-2015 school year. This agenda item will be brought back for Board approval at a future meeting.
5) The District currently utilizes multiple vendors for yearbook services, sports pictures, yearbook and graduation pictures. Recently, the District sought bids in order to identify a vendor that could provide all the needed services. Based upon the bids, the District is recommending VIP as the sole vendor for services in the District.

Superintendent Thomsen reported on the following:

1) Superintendent Thomsen presented updates to the District’s Technology Plan. The District’s Technology Plan will be presented for approval at the next regular Board meeting.
2) Recently, the St. Francis School District sent out school surveys to parents for the third year in order to gain their perspective on the effectiveness of our schools. Parent/guardian(s) have until May 4, 2014 to complete their child’s school survey.
3) 2014-2015 CESA #1 Service Contract / Summary Sheets were presented for review and discussion. Upon motion by Mr. Warwick, seconded by Mr. Bokneitz, the 2014-2015 CESA #1 Service Contract / Summary Sheets were approved as presented.
4) 2014-2015 proposed Board meeting calendar dates was presented for review. Discussion ensued. The Board would like to compare the proposed meeting dates to the school calendar before making a final decision on the March/April 2015 meeting dates.

President Bokneitz reported on the following:

1) There will be regular meeting / work session on May 12, 2014 beginning at 5:00 p.m. in the High School Library.

COMMUNICATIONS / COMMENTS FROM VISITORS:

Ms. Becky Bontempo inquired if the District could opt out of the Federal Food Program and if so, what are the pros and cons to opting out. Ms. Bonnie Yopps expressed her support for this same inquiry.

Ms. Kim Hall commented on the wonderful studies that have been done on schools that have changed to improve their food programs.

Mr. Doug Westphal, School Pies Representative expressed his concerns on the District’s decision for a sole photography vendor. Mr. Westphal stated School Pies has fee picture packages available upon request from the School Secretary and wanted to ensure the District knew what exactly is included in the picture bids.

Upon motion by Mr. Bokneitz, 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. Bokneitz
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
April 7, 2014

APPROVED MINUTES

President Boknevitz called the closed session to order at 5:17 p.m.

Upon motion by Mr. Warwick, seconded by Mr. Boknevitz, 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)(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...if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories and data or involved in such problems or investigations.

Specifically, personnel issues, potential preliminary staff non-renewals / reductions for 2014-2015.

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

VISITORS: Business Manager Mitchell

The President called closed session to order at 5:17 p.m. The Board reconvened into open session at approximately 5:25 p.m., taking no action.

Board President Boknevitz called the Interviews for Board Appointment to order in open session at 5:30 p.m.

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

CANDIDATES: Mr. Brian Borzick and Mr. Chris Finch

Interviews for the appointment of Board Member were conducted. Two candidates, Mr. Brian Borzick and Mr. Chris Finch were interviewed by the Board of Education.

After the interview process was conducted, discussion ensued. Upon motion by Mr. Boknevitz, seconded by Ms. Bednarski, the motion to appoint Mr. Chris Finch as Board Member effective April 28, 2014 was unanimously approved per roll call vote.

The Board took a brief meeting break.

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

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

VISITORS: Appointed Board Member – Chris Finch; Building Principals – Andy Musytowski, Guy Powell and Laurie Pogorzelski; SFSD Staff – Michelle Boening, Steve Erickson, and Peter Graven; and eleven (11) 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 April 7, 2014. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

COMMUNICATIONS TO THE BOARD:

A note of appreciation from the family of Richard Stelloh on the sympathies expressed by the District on the recent passing of a family member, Beatrice Heinritz.

COMMENTS FROM VISITORS:

St. Francis High School student, Jamie Filkins inquired if the Board would consider using PORT time to make up the lost instruction time at the High School due to the recent building threat that occurred on March 25, 2014 and caused classes to be canceled.
Mrs. Sue Shafer expressed her concerns on bullying issues occurring with her son at Deer Creek Intermediate School, as well as, the educational experience her son is receiving.

Deer Creek Teacher, Peter Graven expressed his pride on the successful year for the Deer Creek Robotics Team. The Team has exceeded and excelled beyond expectations.

**SPECIAL PRESENTATION BY DEER CREEK PRINCIPAL POWELL:**

Deer Creek Principal Powell shared progress on Deer Creek initiatives for 2013-2014:

- Deer Creek has continued collaboration with teachers on interpreting data and measuring student growth.
- There has been continuous work on character traits throughout the year. Grade levels are recognizing students weekly for good character traits.
- Deer Creek has implemented an “Accountability Program” for students utilizing the shuttle bus service between schools.
- The Breakfast Pilot Program has been successful. The “hot” breakfast days has been well received by the students.

Principal Powell shared information on the New Teacher Induction Program, as well. The Southeastern New Teacher Project Consortium is a collaborative platform for school districts to share ideas, resources and expenses in building and sustaining effective mentoring programs which in turn builds leadership capacity and strengthens school communities. The St. Francis School District has participated in this Consortium since 2007. This agenda item will be brought back for Board approval at the April 28, 2014 regular meeting.

**CONSENT AGENDA ACTION ITEMS:**

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

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

- Minutes of March 17, 2014
- Minutes of March 24, 2014
- Accounts payable expenditures totaling $234,707.93 and payroll / payroll-related expenditures totaling $332,098.98
- Personnel Items:
  - The resignation of Timothy Funk as Intermediate School Teacher effective June 12, 2014.
  - The resignation of Kelly Logan as part-time Secondary Math Teacher effective June 12, 2014.
  - The following athletic contracts for the 2013-2014 school year:
    - Stephanie Heinen, Track & Field Asst. Coach .50 FTE (0-5)* 1,255.00
    - Erik Petersen, Varsity Volleyball Coach 3,140.00
  - The following extra-curricular contracts for the 2013-2014 school year:
    - Peter Graven, Deer Creek Underwater Robotics (K-8 Club) 913.00

*Replaces full contract previously issued.

Upon motion by Mr. Warwick, seconded by Ms. Bednarski, the Board unanimously approved the Subscription Agreement with BoardBook (paperless meetings).

Upon motion by Mr. Warwick, seconded by Ms. Bednarski, the Board unanimously approved the 2014 Costa Rica field trip date changes as presented.

Upon motion by Mr. Iwanski, seconded by Mr. Boknevetz, the Board unanimously approved the Poms overnight field trip request to the Wisconsin Dells.

Upon motion by Mr. Boknevetz, seconded by Ms. Bednarski, the Board approve the following District donations:

i. Monetary donation of $1,000.00 from Ward Scientific Systems designated for the Deer Creek Robotics Program.

ii. A combined monetary donation of $1,110.00 designated towards the purchase of an HP Chromebook for operating the OpenROV, a LED monitor, and partial payment for two experiences aboard a dive boat to explore local shipwrecks. Donations were received from the following donors:
   - $800.00 – The Paul G. Allen Family Foundation
   - $155.00 – Anonymous Donor
   - $105.00 – Tromp Family
   - $50.00 – Peter Graven

iii. A combined monetary donation of $2,701.00 from numerous donors towards the following items:
   - MakerBot Academy – 3D Printing Bundle (includes MakerBot MakerCare Protection Plan; MakerBot Replicator 2 Desktop 3D printer; three MakerBot PLA filament spools).
iv. A monetary donation of $25.00 from an anonymous donor towards the High School Band Program.
v. A donation of 52 DVD’s and accompanying books on Ancient Civilizations (approximate value of $3,000.00) for the District’s Library Media Centers from Elizabeth Almon.

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION:

Business Manager Mitchell reported on the following:

1) The Financial Update Report for the month of March was presented for review. Business Manager Mitchell presented an overview on understanding the report and answered all questions.
2) 2014-2015 budgetary refinement updates were presented for review and discussion.
3) 2014-2015 Student Fees were presented for review. The Board will revisit this agenda item at a future meeting for further review and discussion.
4) The District currently has $175,233 which has been identified in the last two years to be used towards advanced payment of 2008 referendum bond debt. At the March 17, 2014 meeting, the Board directed Business Manager Mitchell to make a final recommendation on investing the funds based on an economic defasance. After discussion with PMA who handles the District’s current investments, Administration is recommending the investment of $175,233 in Fund 39 to be invested in a U.S. Treasury maturing March 31, 2019 for the purposes of debt defasance/refinancing. Upon motion by Mr. Boknevitz, seconded by Ms. Bednarski, the investment of $175,233 in Fund 39 to be invested in a U.S. Treasury with a recommended date change was unanimously approved.
5) Business Manager Mitchell presented an update on the District’s Food Service & School Breakfast Programs.
6) Proposed lunch fees for the 2014-2015 school year was presented for review. Discussion ensued. The Board determined no increase will be implemented to lunch fees for the 2014-2015 school year.
7) The S3 Grant awarded to the High School allows for up to $12,000 to be used for video surveillance equipment. The District sought quotes from vendors per Policy 6320 and based on these quotes is recommending DigiCorp, with a quote of $14,045. Upon motion by Mr. Boknevitz, seconded by Ms. Bednarski, the quote from DigiCorp of $14,045 was unanimously approved.

Superintendent Thomsen reported on the following:

1) Superintendent Thomsen presented an update on the District’s Technology Plan. Priorities in the areas of the St. Francis High School Lab 214 and Deer Creek Media Center were reviewed and discussed.
2) To date, the District has received 219 Open Enrollment applications to attend the St. Francis School District for the 2014-2015 school year. The application deadline for the Open Enrollment Program is 4:00 p.m. on April 30, 2014.
3) Recommendations on how to make up for the loss of instructional time at the St. Francis High School was presented for review and approval. On March 25, 2014 classes at the St. Francis High School were canceled due to a threatening message discovered in the building. Administration recommends that instructional time is recaptured, the date for graduation remain unchanged, and that the last teacher work day at the High School remain June 13, 2014. To accomplish this, Administration recommends that the 2nd Semester Final Exam Schedule be shifted one day and begin on Tuesday, June 10th with an end date of Friday, June 13th. Monday, June 9th will be a full-day of instruction. Senior students will take some of their exams early, so that teaching staff can determine credit acquisition for graduation purposes. Upon motion by Mr. Boknevitz, seconded by Mr. Iwanski, the proposed schedule to make-up instructional time at the High School was unanimously approved as presented.
4) The Special Education Parent Advisory Committee presentation, “The Nuts and Bolts of IEPs” is scheduled to be presented at Willow Glen Primary School on April 14, 2014 at 6:00 p.m.

President Boknevitz reported on the following:

1) Board Vice President Bednarski and St. Francis citizen, Mrs. Jeanne Collins completed the canvassing of election ballots at St. Francis City Hall on Monday, April 7, 2014 at 9:00 a.m.

COMMUNICATIONS / COMMENTS FROM VISITORS:

Ms. Bonnie Yopps expressed her appreciation to the Board for their decision in not increasing lunch fees for the 2014-2015 school year. Ms. Yopps also stated her concerns on bullying issues occurring in the 5th grade.

Upon motion by Mr. Boknevitz, seconded by Mr. Warwick, the President declared the regular meeting adjourned at 7:56 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 / WORK SESSION
HELD IN THE ST. FRANCIS HIGH SCHOOL LIBRARY
March 24, 2014

APPROVED MINUTES

President Bokneitz called the special meeting to order at 5:06 p.m.

PRESENT:  Board Members Bokneitz, Bednarski, Iwanski, Warwick, and Superintendent Thomsen
EXCUSED:  Business Manager Mitchell
VISITORS:  No 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 March 24, 2014. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

COMMUNICATIONS TO THE BOARD:  None

COMMENTS FROM VISITORS:  None

ACTION ITEMS:

Upon motion by Mr. Warwick, seconded by Mr. Iwanski, the Board approved the Application for Use of School Facilities and the waiver of all customary usage fees for the St. Francis Association of Commerce in conjunction with the Annual Spaghetti Dinner. Board Members Bednarski, Iwanski and Warwick voted aye. Board President Bokneitz abstained from voting.

Upon motion by Mr. Warwick, seconded by Mr. Bokneitz, the Board unanimously approved the $500.00 monetary donation from Mr. David Scherbarth designated towards the SFHS Girls’ Softball Program.

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

Upon motion by Mr. Bokneitz, 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; and Wisconsin State Statute 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...if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories and data or involved in such problems or investigations.

Specifically, update on potential preliminary staff non-renewals / reductions for 2014-2015; evaluation of Superintendent; interview process for Board Member interviews; 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, update on legal issue.

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

The President called closed session to order at 5:10 p.m. The Board reconvened into open session at approximately 7:50 p.m., taking no action.

COMMUNICATIONS / COMMENTS FROM VISITORS:  None

Upon motion by Mr. Bokneitz, seconded by Mr. Iwanski, the President declared the special meeting / work session adjourned at 7:51 p.m.

[Signatures of Brian Warwick and Robert G. Bokneitz]

Approved by:

Brian Warwick
School Board Clerk

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

Upon motion by Mr. Boknevitiz, 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; and Wisconsin State Statute 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...if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories and data or involved in such problems or investigations.

Specifically, personnel issues, potential preliminary staff non-renewals / reductions for 2014-2015; 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, update on legal issue.

PRESENT: Board Members Boknevitiz, Bednarski, Warwick, and Superintendent Thomsen
EXCUSED: Board Treasurer Iwanski
VISITORS: Business Manager Mitchell

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

PRESENT: Board Members Boknevitiz, Bednarski, Warwick, Superintendent Thomsen, and Business Manager Mitchell
EXCUSED: Board Treasurer Iwanski
VISITORS: SFHS Assistant Principal/Athletic Director – Mike Lewandowski; SFSD Staff – Emily Schmidt and Sandi Teriaca-Landowski; Board Appointment Candidates – Brian Borzick and Christopher Finch; 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 Ms. Bednarski, seconded by Mr. Boknevitiz to approve the agenda for March 17, 2014. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

COMMUNICATIONS TO THE BOARD: None

COMMENTS FROM VISITORS:

Ms. Kim Hall expressed her desire to feed children nutritious food through food-raising. Ms. Hall has a information materials and will schedule a time to discuss further with Superintendent Thomsen.

Ms. Susan Schafer expressed her concerns and need for anti-bullying curriculum within the schools.

CONSENT AGENDA ACTION ITEMS:

President Boknevitiz inquired if there was any item(s) that should be removed from the consent agenda. The Application for Use of School Facilities agenda item was tabled until the March 24, 2014 special meeting.
Upon motion by Ms. Bednarski, seconded by Mr. Warwick, the following consent agenda action items were unanimously approved:

- Minutes of March 3, 2014
- Accounts payable expenditures totaling $143,889.00 and payroll/payroll-related expenditures totaling $493,616.45
- Personnel Items:
  - The appointment of Lorin Gladstone as Lunch/Playground Supervisor for the 2013-2014 school year,
  - The following athletic contracts for the 2013-2014 school year:
    - Brandon Blahnik, Track & Field Head Coach (5+)
    - James Dorlack, Girls Softball Asst. Coach (5+)
    - Stephanie Heinen, Track & Field Asst. Coach .50 FTE (0-5)
    - John Herman, Boys Tennis Coach (0-5)
    - Mike King, Boys Tennis Head Coach (5+)
    - George Logic, Track & Field Asst. Coach (5+)
    - Theresa Mance, Track & Field Asst. Coach (0-5)
    - Dave Santi, Boys Golf Head Coach (5+)
    - Dan Schramka, Boys Golf Asst. Coach (0-5)
    - Bob Sliwinski, Track & Field Asst. Coach (0-5)

Upon motion by Mr. Bokneizt, seconded by Mr. Warwick, the Board unanimously approved the contract renewal for Lauren Jakubowski, School Psychologist and such contract covering the period from July 1, 2014 to June 30, 2016.

Upon motion by Mr. Warwick, seconded by Ms. Bednarski, the Board unanimously approved the K-8 Summer School programming as presented.

Upon motion by Mr. Warwick, seconded by Ms. Bednarski, the Board unanimously approved the K-8 Summer Cool programming with costing to remain the same as last year with exception to the Poms offering.

Upon motion by Ms. Bednarski, seconded by Mr. Bokneizt, the Board unanimously approved the High School Summer School programming as presented.

Upon motion by Mr. Bokneizt, seconded by Ms. Bednarski, the Board unanimously approved the 2014-2015 Teacher/Staff Calendar as presented.

Upon motion by Mr. Bokneizt, seconded by Mr. Warwick, the Board unanimously approved the following Board Policies/Administrative Guidelines of NEOLA Policy Update – Volume 23, Number 1 (2nd reading):

- Policy 3120.09 – Volunteers (Professional Staff)
- Policy 4120.09 – Volunteers (Support Staff)
- Policy 4124 – Employment Contract
- Policy 4162 – Controlled Substance & Alcohol Policy for Employees that Transport Students
- Policy 8680 – Bus Services Contracts

Upon motion by Mr. Warwick, seconded by Mr. Bokneizt, the Board unanimously approved the new WIAA Wrestling Cooperative Team Sponsorship Agreement for the 2014-2015 and 2015-2016 school years.

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION:

Business Manager Mitchell reported on the following:

1) 2014-2015 budgetary refinement updates were presented for review and discussion.
2) The Board reviewed mileage costing information in conjunction with the new athletic conference and proposed student fees for the 2014-2015 school year. The Board provided further direction for proposed 2014-2015 student fees. Student fees for the 2014-2015 school year will be brought back for further discussion and approval at a future School Board meeting.
3) Business Manager Mitchell presented information on two debt defeasance options – Legal Defeasance and Economic Defeasance. The District currently has $175,233 which has been identified the last two years to be used towards advanced payment of 2008 referendum bond debt. Discussion ensued. The Board directed the Business Manager to proceed with researching the Economic Defeasance Option.
4) Updates to the Custodial/Maintenance Team job descriptions were presented for review: Facilities & Maintenance; Head Custodian; and Custodian.
Superintendent Thomsen reported on the following:

1) The District’s Technology Plan was last revised and Board approved in May of 2012. Since then, major changes have been implemented that will exhaust the District’s current technology capacity in the near future. Superintendent Thomsen presented a chart, “Short-Term Action Plan for Technology Readiness” for review and discussion.

2) To date, the District has received 179 Open Enrollment applications to attend the St. Francis School District for the 2014-2015 school year. The application deadline for the Open Enrollment Program is 4:00 p.m. on April 30, 2014.

3) The Board reviewed information on BoardBook (paperless meetings). BoardBook is an Internet-based application for the creation of electronic Board meeting agendas and packets. By the District going green (paperless), the District will realize savings and have greater efficiency. Other area school districts currently utilizing BoardBook services include: South Milwaukee, Shorewood, Brown Deer, Parkview and McFarland. The subscription agreement price of BoardBook is $2,000 per year which includes all setup, training and support. Discussion ensued. This agenda item will be brought back at the next regular School Board meeting for approval.

President Bokneitz reported on the following:

1) Board Vice President Bednarski and a selected citizen will canvas the election ballots at a time to be determined.

2) At the April 7, 2014 regular School Board meeting, the Board will interview those candidates who have submitted a letter of interest for the vacant seat on the St. Francis School Board. The selected candidate will be sworn in at the April 28, 2014 regular School Board meeting.

3) A Board work session for the evaluation of the Superintendent is scheduled for March 24, 2014 from 5:00 to 7:00 p.m.

COMMUNICATIONS / COMMENTS FROM VISITORS:

Ms. Kim Hall inquired if the District could put the names and roles of each Board Member on the agenda.

Upon motion by Ms. Bednarski, seconded by Mr. Bokneitz, 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
President Bokneitz called the closed session to order at 6:16 p.m.

Upon motion by Mr. Bokneitz, 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, performance of Administrator; evaluation of Superintendent.

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

The President called closed session to order at 6:16 p.m. The Board reconvened into open session at approximately 6:28 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 Mitchell
VISITORS: Chartwells Dining Services Representative – Ms. Jane Carney; Willow Glen Principal – Mrs. Laurie Pogorzelski; Deer Creek Principal – Mr. Guy Powell; SFSD Staff – Rita Davis and Sandi Teriaca-Landowski; 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 March 3, 2014. 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 update on the progress of Willow Glen’s initiatives for 2013-2014. The update included highlights on Willow Glen’s culture and learning; Daily 5 Reading and Math Framework; assessment and data collection and how the data is being used to create action plans for student achievement.

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 February 17, 2014
- Accounts payable expenditures totaling $114,075.75 and payroll / payroll-related expenditures totaling $334,494.97
- Personnel Items: None Presented

Upon motion by Mr. Bokneitz, seconded by Ms. Bednarski, the Board unanimously approved the SFHS Diving Team State Competition field trip as presented.
The Board approved the following District donations as presented:

- Upon motion by Mr. Bokneitz, seconded by Mr. Warwick, the Board unanimously approved the monetary donation of $100.00 from the SFHS Lighthouse Activities Crew designated to assist with the costs associated with the Spring Formal Dance.

- Upon motion by Mr. Bokneitz, seconded by Ms. Bednarsi, the Board unanimously approved the monetary donation of $275.00 from the SFHS Lighthouse Activities Crew designated to assist with the costs associated with the purchase of an “L” screen for the SFHS Baseball Program.

- Upon motion by Mr. Bokneitz, seconded by Ms. Bednarsi, the Board unanimously approved the monetary donation of $300.00 from the SFHS Lighthouse Activities Crew designated to assist with the costs associated with purchasing uniforms for the SFHS Cheer Team.

- Upon motion by Mr. Bokneitz, seconded by Ms. Bednarsi, the Board unanimously approved the monetary donation of $600.00 from the SFHS Lighthouse Activities Crew designated to purchase a new SFHS gymnasium floor cleaning device.

- Upon motion by Mr. Bokneitz, seconded by Ms. Bednarsi, the Board unanimously approved the monetary donation of $300.00 from Motion Plus Lanes (Carey and Jeanne Catania) to assist with the purchase of State t-shirts for the Varsity Girls Bowling Team.

Upon motion by Mr. Warwick, seconded by Mr. Iwanski, the Board unanimously approved the Carl Perkins grant application as presented.

Upon motion by Mr. Warwick, seconded by Ms. Bednarsi, the Board unanimously approved the Youth Option Program requests for 1st semester of the 2014-2015 school year as presented.

Upon motion by Ms. Bednarsi, seconded by Mr. Iwanski, the Board unanimously approved NEOLA Policy Update – Volume 23, Number 1 as presented.

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION:

The following NEOLA Policy Update Volume 23, Number 1 was presented for a first reading:

- 4124 – Employment Contract
- 4162 – Controlled Substance & Alcohol Policy for Employees that Transport Students
- 8680 – Bus Services Contracts

Discussion ensued. The policies will be brought back for a second reading and approval at the next regular School Board meeting.

The following revised NEOLA Policies were presented for a first reading:

- 3120.09 – Volunteers (Professional Staff)
- 4120.09 – Volunteers (Support Staff)

Discussion ensued. The policies will be brought back for a second reading and approval at the next regular School Board meeting.

Willow Glen Principal / Curriculum & Instruction Director, Ms. Laurie Pogorzelski presented updates on the following:

- 2014 Summer School Program was presented for review and discussion. The 2014 Summer School Program will be brought forward for approval at the next regular Board meeting.

- The 2014 Recreation Department Summer Cool Program was presented for review and discussion. Cost analysis information was presented for review. The 2014 Recreation Department Summer Cool Program will be brought forward for approval at the next regular Board meeting.

Business Manager Mitchell reported on the following:

1) Student fee history and student fee revenue history was presented for review. The Board provided direction for proposed 2014-2015 student fees. This topic will be brought back for further discussion at the next regular School Board meeting.

2) Information on the District’s food service breakfast and lunch program(s) was presented for review. Ms. Jane Carney of Chartwells Dining Services was present to answer any questions. The breakfast program structure at Deer Creek Intermediate School is currently in the process of being developed. The District is working together with Chartwells Dining Services to find opportunities to increase participation rates in the breakfast and lunch programs. To date, participation rates are down from 2011-2012 at Willow Glen and Deer Creek. This topic will be brought back for further discussion at the next regular School Board meeting.

3) Business Manager Mitchell presented information on debt defeasance options. The District currently has $175,233 which has been identified the last two years to be used towards advanced payment of 2008 referendum bond debt. Business Manager Mitchell reviewed two debt defeasance options to accomplish the advance payment along with any related fees. Discussion ensued. Debt defeasance options will be brought back to the next regular School Board meeting for further discussion.
Superintendent Thomsen reported on the following:

1) A draft of the 2014-2015 SFSD staff calendar was shared with the Board. The District’s main goal is to develop a calendar that will place the District in a better position to meet the learning needs of students, the professional development needs of team members, and have minimal or reasonable impacts on parents, community and staff. Discussion ensued. The 2014-2015 SFSD staff calendar will be presented at the next regular School Board meeting for approval.

President Boknevitz reported on the following:

1) The Board will begin the process of filling the appointment of the vacant seat on the St. Francis School Board. The Board determined March 24, 2014 as the deadline for interested candidates to submit a letter of interest for the vacant position.

COMMENTS FROM VISITORS:

Ms. Sandi Teriaca-Landowski requested clarification on Youth Options and the Carl Perkins Grant.

Ms. Jocelyn Borzick inquired on why the District does not provide a special education bus for summer school, as well as, for further clarification on the deadline requirement for submitting letters of interest for the vacant School Board seat.

COMMUNICATIONS / COMMENTS FROM VISITORS: None

Upon motion by Ms. Bednarsi, seconded by Mr. Iwanski, the President declared the regular meeting adjourned at 8:55 p.m.
ST. FRANCIS SCHOOL DISTRICT  
4225 SOUTH LAKE DRIVE  
ST. FRANCIS, WI 53235  

SCHOOL BOARD REGULAR MEETING  
HELD IN THE ST. FRANCIS HIGH SCHOOL LIBRARY  
February 17, 2014  

APPROVED MINUTES  

President Boknevitcz called the work session to order at 5:17 p.m.  

PRESENT:    Board Members Boknevitcz, Bednarski, Iwanski, Warwick, Feuling, and Superintendent Thomsen  
VISITORS:    There were no visitors (sign-in sheets retained in official minute book)  

WORK SESSION  

The Board conducted a work session on self-assessment. At 6:20 p.m., the Board adjourned for a brief break.  

President Boknevitcz called the regular meeting to order at 6:55 p.m.  

PRESENT:    Board Members Boknevitcz, Bednarski, Iwanski, Warwick, Feuling, Superintendent Thomsen, and Business Manager Mitchell  
VISITORS:    There was 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 February 17, 2014. Motion was unanimously approved.  

PLEDGE OF ALLEGIANCE  

COMMUNICATIONS TO THE BOARD:  None  

COMMENTS FROM VISITORS:  None  

CONSENT AGENDA ACTION ITEMS:  

President Boknevitcz 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 February 3, 2014  
- Minutes of February 5, 2014  
- Accounts payable expenditures totaling $210,669.49 and payroll / payroll-related expenditures totaling $491,161.24  
- Personnel:  
  - The resignation of Darlene Aschenbrenner as Lunch/Playground Supervisor effective February 5, 2014.  
  - The appointment of the following as Lunch/Playground Supervisors for the 2013-2014 school year:  
    - Kendena Balfanz – Willow Glen Primary School  
    - Theresa Masarik – Deer Creek Intermediate School  
  - The following Recreation Department contracts for the 2013-2014 school year:  
    - Jakob Wahl – 8th Grade Volleyball Coach (pro-rated contract)  
  - The following Recreation Department appointments for the 2013-2014 school year:  
    - Amy Braun-Gross – Zumba Instructor  
    - Amanda Tupy – 5th/6th Grade Volleyball Program  

Upon motion by Mr. Iwanski, seconded by Mr. Boknevitcz, the Board unanimously approved the District Accreditation process with AdvancED as presented.  

Upon motion by Mr. Warwick, seconded by Mr. Boknevitcz, the Board unanimously approved the SFHS Bowling Team State Competition field trip request contingent upon an appropriate chaperone ratio compliant with Board policy.  

Upon motion by Mr. Warwick, seconded by Ms. Bednarski, the Board unanimously approved the Deer Creek Band / Choir field trip request to Gurnee, Illinois contingent upon an appropriate chaperone ratio compliant with Board policy.
Upon motion by Ms. Bednarski, seconded by Mr. Bokneitz, the Board unanimously approved the following proposed revisions to Attachment E of the St. Francis School District Employee Handbook:

- Track & Field Head Coach Compensation
  - 0-5 Years $4,180
  - 5+ Years $4,515

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION:

The following NEOLA Policy Update Volume 23, Number 1 was presented for a first reading:

Bylaws / Section 1000 – Administration
- 0144.3 – Conflict of Interest
- 1220 – Employment of the District Administrator
- 1630.01 – Family and Medical Leave of Absence (FMLA)
- AG 1630.01A – FMLA Leave
- AG 1630.01B – FMLA Leave

Section 2000 - Program
- 2131.01 – Reading Instructional Goals & Kindergarten Assessment
- 2700.01 – School Performance Report

Section 3000 - Professional Staff
- 3120 – Employment of Professional Staff
- 3430.01 – Family and Medical Leave of Absence (FMLA)
- AG 3430.01A – FMLA
- AG 3430.01B – FMLA

Section 4000 - Support Staff
- 4430.01 – Family and Medical Leave of Absence (FMLA)
- AG 4430.01A – FMLA
- AG 4430.01B – FMLA

Section 5000 - Students
- 5111 – Eligibility of Resident / Non-Resident Students
- 5460 – Graduation Requirements
- AG 5460 – Graduation Requirements

Section 6000 – Finances
- 6520 – Payroll Deductions

Section 8000 – Operations
- 8310 – Public Records
- 8405 – Environmental Health and Safety Program
- AG 8431 – Written Hazard Communication Program
- 8605 – Use of Electronic Wireless Communication Devices by District Employees

Discussion ensued. The Board requested copies of the following policies / administrative guidelines for further review:

- 0144.3 – Conflict of Interest
- AG 1630.01A – FMLA Leave (Administration)
- 2131.01 – Reading Instructional Goals and Kindergarten Assessment
- 3120 – Employment of Professional Staff
- AG 3430.01A – FMLA (Professional Staff)
- AG 4430.01A – FMLA (Support Staff)
- 5111 – Eligibility of Resident / Non-Resident Students
- 5460 – Graduation Requirements
- AG 5460 – Graduation Requirements
- AG 8431 – Written Hazard Communication Program
- 8605 – Use of Electronic Wireless Communication Devices by District Employees

NEOLA Policy Update Volume 23, Number 1 will be brought back for a second reading and approval at the next regular School Board meeting.
Business Manager Mitchell reported on the following:

1) 2014-2015 Budgetary Refinement was presented for review and discussion.

2) Survey information of student fees for other area school districts, as well as, the 2013-2014 SFSD student fee schedule was presented for review. 2014-2015 student fees will be brought back for further discussion at a future meeting.

3) Information on the recent water main break at Deer Creek Intermediate School was shared with the Board. The District is working with the insurance company with documentation on the event and forwarding a listing of all related charges.

4) Business Manager Mitchell presented an update on current outstanding projects at the Deer Creek Recreation Building. Discussion ensued. Projects requiring priority include: the lower level air handling unit; tunnel area; parking lot between the main building and the running track; locker repairs; and the exterior doors and door seals in the pool area.

5) On January 31, 2014, the District held a public opening of the bids for waste removal and recycling services. The District has received quotes from three (3) vendors. Based upon pricing, the District is recommending Advanced Disposal for the waste removal and recycling contract services. Upon motion by Mr. Bokneitz, seconded by Ms. Bednarski, the contract with Advanced Disposal was unanimously approved as presented.

Superintendent Thomsen reported on the following:

1) The District closed its schools on January 6, 7, 27 and 28, 2014 due to dangerously cold weather caused by polar vortex. At the January 20, 2014 and February 3, 2014 Board meetings, the Board approved to address the four canceled days of school. Since then, school community members have been communicated with regarding the adjustments via e-mail, phone messenger, web-site postings, Principal blogs, PTO announcements and take-home folders.

2) Information on the number of new Open Enrollment applications received-to-date was shared with the Board. The District is in the process of developing District and School marketing materials for the community in order to share the many positive programs, people and activities in the St. Francis School District.

3) St. Francis Community Night with the Milwaukee Admirals is scheduled for Friday, February 21, 2014.

President Bokneitz reported on the following:

1) The Board expressed their appreciation to Margret Feuling on her service to the District. The Board will begin the process of filling the appointment of this vacant seat.

COMMENTS FROM VISITORS:

Ms. Bonnie Yopps inquired as to how the District fills Open Enrollment seats and if there is sibling preference.

COMMUNICATIONS / COMMENTS FROM VISITORS: None

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

Approved by:  
Brian Warwick  
School Board Clerk  

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

SPECIAL MEETING  
HELD IN THE ST. FRANCIS HIGH SCHOOL LIBRARY  
February 5, 2014  

APPROVED MINUTES  

The closed session scheduled at 5:40 p.m. was cancelled. Board President Boknevitz called the special meeting to order at 6:08 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. Boknevitz, seconded by Ms. Bednarski to approve the agenda for February 5, 2014. Motion was unanimously approved.  

Upon motion by Mr. Boknevitz, seconded by Mr. Warwick, the Board moved into closed session at 6:08 p.m., according to Wisconsin State Statutes 19.85 (1)(f) and Wisconsin State Statutes 119.25 and 120.13(1) related to pupil expulsions.  

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

EXCUSED:  Board Members Iwanski and Feuling  

VISITORS:  Student and Parent; Attorney Mary Hubacher – Buelow Vetter, SC; Mr. Andrew Muszytowski, SFHS Principal; Mr. Michael Lewandowski, SFHS Assistant Principal; Officer Jeremy Harcus – St. Francis Police Department  

Introductions were exchanged. The student, parent, Superintendent Thomsen, Principal Muszytowski, Assistant Principal Lewandowski, and Officer Harcus were excused from the closed session meeting at 7:07 p.m. for Board deliberation on the hearing. The Board reconvened into open session at approximately 7:40 p.m., taking the following action on the expulsion hearing:  

Upon motion, the Board moved to approve the findings of fact, conclusions and order of the Board regarding the expulsion of a student. Board Members Boknevitz, Bednarski, and Warwick voted aye.  

Upon motion by Mr. Boknevitz, seconded by Mr. Warwick, the President declared the special meeting adjourned at approximately 7:41 p.m.  

Approved by:  

Brian Warwick  
School Board Clerk  

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

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

EXCUSED: Board Member Feuling

VISITORS: Mr. David Maccoux – Schenck, S. C. Representative, SFSD Teachers/Staff – Emily Schmidt and Nikki Schuster; 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. Boknevitz, seconded by Mr. Iwanski to approve the agenda for February 3, 2014. 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. Warwick, seconded by Ms. Bednarski, the following consent agenda action items were unanimously approved:

- Minutes of January 20, 2014
- Accounts payable expenditures totaling $133,843.15 and payroll / payroll-related expenditures totaling $340,588.57
- Personnel:
  - Appointment of Nicole Ranchel as part-time, Intervention Specialist Substitute during the 2013-2014 school year.
  - The 2014 Family and Medical Leave request for Erich Gottfried, High School Teacher.
  - The 2014 Family and Medical Leave request for Sandi Teriaca-Landowski, Special Education Paraprofessional.
  - The following extra-curricular contract for the 2013-2014 school year:
    - Melissa Zeman, Student Council (Intermediate) $1,462.00
  - The following Recreation Department appointment for the 2013-2014 school year:
    - Corey L. Thompson, Soccer Coach (Ages 7-12)

Mr. David Maccoux, a representative from Schenck, S.C. reviewed the District’s 2012-2013 audit report. The representative presented audit findings to include the District’s financial reports, the communication letter to management, and identified areas with potential internal control deficiencies. Upon motion by Mr. Warwick, seconded by Mr. Boknevitz, the 2012-2013 audit report was unanimously approved as presented.

Upon motion by Mr. Boknevitz, seconded by Mr. Iwanski, the Board unanimously reaffirmed approval of the SFHS Poms State Competition field trip request.

Upon motion by Mr. Boknevitz, seconded by Mr. Iwanski, the Board unanimously approved the facility usage fee waiver request for Autism Speaks contingent upon confirmation of insurance coverage.

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

- Funding (estimated at $993.55) from The Paul G. Allen Family Foundation donated to Deer Creek Intermediate School in filling classrooms across the country with OpenROVs. OpenROV is a low-cost robotic submarine built with the goal of making underwater exploration and education affordable.
• Monetary donation of $98.50 (matched by Disney with an additional $73.50) from Peter Graven designated to the pilot OpenROV Program at Deer Creek Intermediate School.

• Monetary donation of $100.00 (matched by Disney with an additional $100.00) from Mike and Renee Tromp designated to the pilot OpenROV Program at Deer Creek Intermediate School.

• Monetary donation of $500.00 from AGFE Local 3 designated towards the Deer Creek Robotics Program.

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION:

Business Manager Mitchell reported on the following:

1) The 2014-2015 Budgetary Refinement was presented for review and discussion.

2) A study of the lower level of the Deer Creek Recreation Building was presented for review. In the Fall, the District reported that they did some deep cleaning of areas of concern and reported this topic would be revisited with a plan to improve the HVAC system. The District has been working with Mr. Randy All of Fredriksen Engineering to review the HVAC equipment at that site. Due to the age of the equipment and additional services required last year to keep the Recreation Building operational, the District is recommending to move forward with a bid for updated HVAC equipment. The cost for this project was factored in as a placeholder when the District finalized the budget in November 2013. The estimated cost is $85,000 which will be split between Fund 10 and Fund 80. Discussion ensued. The Board requested a listing of the money spent on maintenance for the Recreation Building in the last 4 to 5 years. The Board also requested the District receive bids on air handling systems. This topic will be revisited at a future Board meeting.

3) In 2013, the District formed a Wellness Committee that meets periodically to set goals and maintain wellness programming throughout the year and beyond. Based upon Board-approved Employee Wellness Guiding Beliefs, the District also implemented staff health risk assessments to prevent or detect possible health threats early. These preventive assessments were covered 100% by the District in 2013. For 2014, the District is recommending the same program for health risk assessments, keeping health insurance contribution rates at 10% for those that participate in the health risk assessment and 14% for those who do not. Staff will receive notification informing them of the opportunity to qualify.

The District is also proposing to implement a Fitness Club Membership Wellness Initiative. Given the District’s desire to meet the wellness beliefs of the District, while providing options and flexibility, the District is proposing an annual $50 incentive for staff to either join or continue their membership at a fitness club. The incentive would be contingent on staff participation in SFSD wellness programming at least one annually (the District offers 2-3 opportunities per year). This reimbursement would be available to all full-time, greater than .90 FTE staff members or part-time staff members who participate in the District health plan.

Upon motion by Mr. Boknevitiz, seconded by Ms. Bednarski, the 2014-2015 Health Risk Assessment Program was unanimously approved as presented.

Upon motion by Mr. Boknevitiz, seconded by Ms. Bednarski, the $50.00 Fitness Club Annual Incentive effective the 2014-2015 school year was unanimously approved as presented.

Superintendent Thomsen reported on the following:

1) Information on the AdvancED School Accreditation process was presented for review. The District is recommending approval of the application to AdvancED for School System Accreditation with an anticipated accreditation visit target date for Spring of 2015. Discussion ensued. This topic will be brought back at the next regular meeting for approval.

2) The District closed its schools again on January 27 and 28, 2014 due to dangerously cold weather. The 2013-2014 school calendar still contains enough days and minutes of instruction at this point in time. However, one (1) more cancelled day will require modification of the daily schedule or calendar at certain grade levels (grades 7 and 8) for minute requirements. Discussion ensued. The Board reviewed several different options and various impacts on staff, students and families. Upon motion by Mr. Boknevitiz, seconded by Ms. Bednarski, the decision to use the mid-winter break to reclaim lost instruction time and teacher time, specifically February 20, 2014 as a full student day and February 21, 2014 as a Teacher Development Day, was unanimously approved.

3) St. Francis Community Night with the Milwaukee Admirals is scheduled for Friday, February 21, 2014 at 7:00 p.m. at the BMO Harris Bradley Center.

4) Superintendent Thomsen presented an update on the District’s Child Find Activity.

President Boknevitiz reported on upcoming important dates:

1) The Board expressed their deep regret on the resignation of Board Member, Margret Feuling. Margret Feuling will attend her last Board meeting on February 17, 2014. The Board will accept letters of interest to fill the appointment of this seat.

2) President Boknevitiz presented an update on the recent Wisconsin State Education Convention held on January 22-24, 2014 at the Wisconsin Center.
3) The Board has re-scheduled the self-evaluation work session for Monday, February 17, 2014 at 5:00 p.m. (before the regular meeting at 6:30 p.m.) in the St. Francis High School Library.

4) President Bokneitz took a moment to recognize Board Treasurer Iwanski’s recent achievement in the WASB Board Recognition Program and expressed his appreciation for Mr. Iwanski’s years of excellent service and commitment to the St. Francis School District.

COMMUNICATIONS / COMMENTS FROM VISITORS: None

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

Approved by:

Brian Warwick  Robert G. Bokneitz
School Board Clerk  Board President
President Boknevitz called the regular meeting to order at 6:30 p.m.

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

VISITORS: District Teachers/Staff – Michelle Boening, Jamie Dropik and Beth Lewis; no 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 January 20, 2014. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

COMMUNICATIONS TO THE BOARD: None

COMMENTS FROM VISITORS:

Primary School Teacher, Ms. Michelle Boening presented a document which shared several teachers’ concerns on class sizes at Willow Glen Primary School.

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. Bednarski, the following consent agenda action items were unanimously approved:

- Minutes of January 13, 2014
- Accounts payable expenditures totaling $255,578.50 and payroll / payroll-related expenditures totaling $187,190.54
- Personnel:
  - The 2013 Family and Medical Leave request for Dan Stewart, Deer Creek Custodian.
  - The following extra-curricular contract for the 2013-2014 school year:
    - Peter Graven, K-8 Club – Robotics $ 913.00

Upon motion by Mr. Boknevitz, seconded by Mr. Iwanski, the Board unanimously approved the extension and replacement of the administrative contract for Dr. John W. Thomsen and such contract offered covering the period from July 1, 2014 to June 30, 2016. The new contract will supersede all prior signed contracts issued and approved.

Upon motion by Mr. Boknevitz, seconded by Mr. Iwanski, the Board unanimously approved the contract renewal for Jonathan Mitchell and such contract offered covering the period from July 1, 2014 to June 30, 2016.

Upon motion by Mr. Boknevitz, seconded by Ms. Bednarski, the Board unanimously approved the extension and replacement of the administrative contract for Andrew Muszytowski and such contract offered covering the period from July 1, 2014 to June 30, 2016. The new contract will supersede all prior signed contracts issued and approved.

Upon motion by Mr. Boknevitz, seconded by Ms. Bednarski, the Board unanimously approved the extension and replacement of the administrative contract for Michael Lewandowski and such contract offered covering the period from July 1, 2014 to June 30, 2016. The new contract will supersede all prior signed contracts issued and approved.

Upon motion by Mr. Boknevitz, seconded by Ms. Bednarski, the Board unanimously approved the extension and replacement of the administrative contract for Laurie Pogorzelski and such contract offered covering the period from July 1, 2014 to June 30, 2016 (220 annual work days). The new contract will supersede all prior signed contracts issued and approved.
Upon motion by Mr. Warwick, seconded by Ms. Bednarski, the High School Art Club / International Club field trip request to Chicago, Illinois contingent upon an appropriate chaperone ratio compliant with Board policy was unanimously approved.

Upon motion by Mr. Iwanski, seconded by Ms. Bednarski, the High School Spanish Class field trip request to Panama in June 2015 contingent upon an appropriate chaperone ratio compliant with Board policy was unanimously approved.

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION:

Business Manager Mitchell reported on the following:

1) Resident and Non-Resident Enrollment Plans were presented for review and discussion.

2) The Board reviewed enrollment projection data in determining new Open Enrollment seats for the 2014-2015 school year. Based upon student-teacher ratio guidelines, data provided, maintaining the maximum class size of thirty (30) students in the required subjects of English and History at the High School, and after a few modifications to the original proposal, the Board concluded that 162 new Open Enrollment seats with additional wait lists at all grade levels, along with providing additional seats for current year tuition waivers, would assist in stabilizing the District’s enrollment. Upon motion by Mr. Boknevitz, seconded by Ms. Bednarski, the approval of the following 162 new Open Enrollment seats, with additional wait lists at all grade levels, along with providing additional seats for current year tuition waivers was unanimously approved:

<table>
<thead>
<tr>
<th>Grade Level</th>
<th>2014-2015 New OE Seats</th>
<th>Additional Wait List</th>
</tr>
</thead>
<tbody>
<tr>
<td>K4</td>
<td>0</td>
<td>Yes</td>
</tr>
<tr>
<td>K5</td>
<td>0</td>
<td>Yes</td>
</tr>
<tr>
<td>1</td>
<td>0</td>
<td>Yes</td>
</tr>
<tr>
<td>2</td>
<td>0</td>
<td>Yes</td>
</tr>
<tr>
<td>3</td>
<td>0</td>
<td>Yes</td>
</tr>
<tr>
<td>4</td>
<td>7</td>
<td>Yes</td>
</tr>
<tr>
<td>5</td>
<td>1</td>
<td>Yes</td>
</tr>
<tr>
<td>6</td>
<td>1</td>
<td>Yes</td>
</tr>
<tr>
<td>7</td>
<td>15</td>
<td>Yes</td>
</tr>
<tr>
<td>8</td>
<td>15</td>
<td>Yes</td>
</tr>
<tr>
<td>9</td>
<td>90</td>
<td>Yes</td>
</tr>
<tr>
<td>10</td>
<td>15</td>
<td>Yes</td>
</tr>
<tr>
<td>11</td>
<td>15</td>
<td>Yes</td>
</tr>
<tr>
<td>12</td>
<td>3</td>
<td>Yes</td>
</tr>
</tbody>
</table>

Superintendent Thomsen reported on the following:

1) Superintendent Thomsen gave a brief update on his recent attendance at the South Shore Chamber of Commerce Meet and Greet Luncheon held on January 8, 2014.

2) An update on the 2014-2015 Teacher Calendar process was presented.

3) A proposal for school cancellation make-up days for teachers was presented for review and discussion. The District closed its schools on January 6 and 7, 2014 due to dangerously cold weather. The 2013-2014 school calendar contains enough days and minutes of instruction at this point in time, so students will not need to make up any days. The District is recommending that the teachers would not have to make up the first cancelled day. However, teachers would be required to participate in an independent District-directed professional development experience that would better prepare them for the rigorous DPI requirement of Effective Educator Evaluation Process in order to “make up” the second cancelled day of school. Upon motion by Mr. Boknevitz, seconded by Ms. Bednarski, the recommendation was unanimously approved as presented.

4) Superintendent Thomsen and Business Manager Mitchell will host a “State of the District” presentation for staff at all three school buildings.

President Boknevitz reported on upcoming important dates:

1) The Board has scheduled a self-evaluation work session on Monday, January 27, 2014 at 5:00 p.m. in the St. Francis High School Library.

2) The Wisconsin State Education Convention is January 22-24, 2014 at the Wisconsin Center.

COMMUNICATIONS / COMMENTS FROM VISITORS: None

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

Approved by:

<table>
<thead>
<tr>
<th>Signature</th>
<th>Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brian Warwick</td>
<td>School Board Clerk</td>
</tr>
<tr>
<td>Robert G. Boknevitz</td>
<td>Board President</td>
</tr>
</tbody>
</table>
President Boknevitz called the closed session to order at 6:15 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, evaluation / contract(s) of Administrators.

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

**EXCUSED:** Business Manager Mitchell

**VISITORS:** None

The President called closed session to order at 6:15 p.m. The Board reconvened into open session at approximately 6:35 p.m., taking no action.

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

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

**VISITORS:** District Teachers/Staff – Mary Pat Grafwallner, Kathy Reeves; 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 Ms. Bednarski, seconded by Mr. Iwanski to approve the agenda for January 13, 2014. Motion was unanimously approved.

**PLEDGE OF ALLEGIANCE**

**COMMUNICATIONS TO THE BOARD:** None

**COMMENTS FROM VISITORS:**

Music Booster Representative, Ms. Pat Deck inquired on the District’s possibility of reinstating the part-time Willow Glen Music Teacher position to full-time.

**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. Warwick, the following consent agenda action items were unanimously approved:

- Minutes of December 9, 2013
- Accounts payable expenditures totaling $153,710.45 and payroll / payroll-related expenditures totaling $252,036.56
- Personnel:
  - The retirement request effective June 30, 2014 for Dianne Gruchalski, High School
  - The retirement request effective June 30, 2014 for Barry Stangel, High School Custodian.
  - The 2013 Family and Medical Leave request for Jeff Dean, High School Custodian.
  - The appointment of Ashli Dailey as Lunchroom/Playground Supervisor for the 2013-2014 school year.

Upon motion by Mr. Iwanski, seconded by Ms. Bednarski, the Board unanimously approved the Risk Management Program Development as presented.
Upon motion by Mr. Warwick, seconded by Mr. Iwanski, the following District donations were approved as presented:

- Vocal music books designated for the WSMA Solo & Ensemble Festival by Mrs. Carrie Sweeney.
- St. Francis High School Bowling Team shirts (valued at $872.00) by Motion Plus Lanes.

Upon motion by Mr. Warwick, seconded by Ms. Bednarski, the extensive approval of teams qualifying for State competitions and/or events contingent upon Superintendent approval and reaffirmation by the School Board was unanimously approved.

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION:

Discussion ensued concerning proposed new Chapter 220 seats for the 2014-2015 school year and how the Chapter 220 Program impacts the tax levy. The 2014-2015 Inter-District Voluntary Transfer Agreement was also presented for discussion in conjunction with the approval of new Chapter 220 seats. Upon motion by Mr. Warwick, seconded by Ms. Bednarski, the motion to approve a total of 25 continuing Chapter 220 seats for the 2014-2015 school year with no new additional seats and wait lists at each grade level was unanimously approved. Upon a separate motion by Mr. Boknevitz, seconded by Mr. Warwick, the 2014-2015 Inter-District Voluntary Transfer Agreement was unanimously approved.

Business Manager Mitchell reported on the following:

1) Resident and Non-Resident Enrollment Plans were presented for review and discussion. This item will be brought back at the next regular meeting for further discussion and approval.
2) Business Manager Mitchell presented an overview on the recent development of the Employee Resources link and websites.

Superintendent Thomsen reported on the following:

1) The AdvancED District Self-Assessment Accreditation Readiness Report submitted by Dr. Gerry Freitag during the St. Francis School District’s recent readiness visit on December 9, 2013 was presented for review and discussion.
2) Superintendent Thomsen presented an update on the K-12 Special Education Parent Advisory Committee meetings.
3) The following Recreation Department job descriptions were presented for review and discussion: Community Engagement Coordinator; Recreation/Facilities Supervisor; and Recreation/Facilities Secretary. The updated job descriptions will be posted on the District’s website under the Staff Resources/Human Resource links.
4) Superintendent Thomsen gave an update on recent school closings due to the extreme weather conditions. The Board will have a discussion on how to determine make-up days for teachers at the next regular School Board meeting on January 20, 2014.

President Boknevitz reported on upcoming important dates:

1) The Board has scheduled a self-evaluation work session on Monday, January 27, 2014 at 5:00 p.m. in the St. Francis High School Library.
2) The Wisconsin State Education Convention is January 22-24, 2014 at the Wisconsin Center.

COMMUNICATIONS / COMMENTS FROM VISITORS: None

Upon motion by Mr. Boknevitz, seconded by Mr. Warwick, the President declared the regular meeting adjourned at 7:52 p.m.

Approved by:
Brian Warwick
School Board Clerk

Robert G. Boknevitz
Board President