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 4, 2017

APPROVED MINUTES

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

PRESENT: Board Members Bednarski, Iwanski, Finch, Shafer, Superintendent Peuse and Director of Finance & Operations Mitchell* 

EXCUSED: Board President Boknevitz 

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

*Mr. Mitchell was in attendance via electronic video / teleconference.

Superintendent Peuse 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. Shafer, seconded by Mr. Iwanski to approve the agenda for December 4, 2017. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

COMMUNICATIONS TO THE BOARD: None

COMMENTS FROM VISITORS: None

SPECIAL PRESENTATION BY ST. FRANCIS HIGH SCHOOL PRINCIPAL – MRS. CASEY BLOCHOWIAK

Principal Blochowiak gave a brief presentation on the St. Francis High School’s priorities and performance. Highlights on student enrollment and achievement were presented to the Board.

CONSENT AGENDA ACTION ITEMS:

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

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

- Minutes of the November 20, 2017 School Board regular meeting.
- Accounts payable expenditures totaling $129,819.99 and payroll expenditures totaling $388,255.56.
- Personnel Items:
  - The appointment of Anna Lardinois as a Replacement English Teacher for the 2017-2018 school year.
  - The following appointment(s) to the position of Lunchroom / Playground Supervisor for the 2017-2018 school year:
    - Anne Grode
    - Linda Prodoehl
    - Christie Van Boxtel
  - The following Recreation Department appointment(s) for the 2017-2018 school year:
    - Amy Braun-Gross

Upon motion by Ms. Bednarski, seconded by Mr. Finch, the Board unanimously approved the St. Francis Recreation Department – Winter Offerings Booklet as presented.

Upon motion by Mr. Finch, seconded by Ms. Shafer, the National Guard Marketing Agreement was unanimously approved as presented.
REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION

Director of Finance & Operations, Mr. Jonathan Mitchell presented information on the 2018-2019 Chapter 220 seats and the impact on the levy. Discussion ensued. The 2018-2019 Inter-District Voluntary Transfer Agreement will be presented and approved at a future meeting. The District is anticipating that Chapter 220 enrollment will drop from the current 11 students to 6 students based on the graduation of 5 students. The Chapter 220 Program will be scheduled to end at the conclusion of the 2021-2022 school year if all current Chapter 220 students remain until graduation.

The Board reviewed enrollment projection data in determining new Open Enrollment seats for the 2018-2019 school year. Key objectives to the success in the Open Enrollment process were discussed. For initial discussion – 70 seats have been added to 9th grade for 2018-2019, which would preliminarily reduce overall seats from the current 454 to 442. Potential special education seat availability will be shared at a later date. See availability will be 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. This agenda item will be brought back for further discussion and approval at the January Board meeting(s).

A proposal to modify the current 2017-2018 school calendar was presented for discussion and approval. The proposal recommends to only have 11th grade students attend school on ACT testing day, Tuesday, February 27, 2018. By allowing this modification, it would create a more beneficial environment for students to do their absolute best on the ACT test which is also used largely to show student achievement on the High School and District Accountability Report Cards. Upon motion by Mr. Iwanski, seconded by Ms. Bednarski, the following modification to the 2017-2018 school calendar was unanimously approved: February 27, 2018 – grades 9, 10 and 12 will have no school; grade 11 will be required to participate in ACT testing.

Director of Finance / Operations, Mr. Jonathan Mitchell reported on the following:

1) The 2018-2019 Budget Forecast was presented for review and discussion.
2) The next Facilities Study Committee meeting is scheduled for January 3, 2018 in the SFHS Theater from 6:00 p.m. to 8:00 p.m.

Superintendent Peuse reported on the following:

1) An update on the 2017-2018 New Teacher Mentoring Support / Induction System was provided to the Board. In total, the District has 14 new staff members who are receiving quality mentoring activities with regular check-ins, supported observation activities, and small group networking at the building level. This number, while smaller than in past years, still represents approximately 1/5th of the District's overall teaching staff. These mentoring assignments result in an overall expenditure of $9,500 for all mentors within the District.
2) The District has received the 2016-2017 Accountability Report Cards from the Wisconsin Department of Public Instruction (DPI). Accountability Report Cards were put into place during the 2011-2012 School Year to meet Federal mandates related to No Child Left Behind (NCLB) and the State of Wisconsin waiver for showing district and school accountability measures. At first glance, there are many areas of celebration through continuous improvement, as well as, some areas that show some less than expected growth. The Board reviewed the information and parent letter example provided. All questions were addressed.

School Board Vice President Bednarski highlighted on upcoming important dates on behalf of President Boknervitz:

1) The WASB State Education Convention is January 17-19, 2018 at the Wisconsin Center in Milwaukee. Vice President Bednarski confirmed final attendance of Board Members. Upon motion by Mr. Iwanski, seconded by Mr. Finch, Board Vice President Bednarski was designated as WASB Delegate Assembly Representative. Upon motion by Ms. Shafer, seconded by Ms. Bednarski, Board Clerk Finch was designated as WASB Alternate Delegate Assembly Representative.
2) The Board will host a long-range planning Board work session on January 22, 2018 from 5:15 p.m. to 6:30 p.m.

COMMUNICATIONS / COMMENTS FROM VISITORS: None

Upon motion by Ms. Bednarski, seconded by Ms. Shafer, the Acting Board President declared the regular meeting adjourned at 8:32 p.m.

Approved by: 

Chris Finch
School Board Clerk

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

PRESENT: Board Members Boknevitz, Bednarski, Iwanowski, Finoh, Shaffer, Superintendent Peuse and Director of Finance & Operations Mitchell

VISITORS: SFSD Staff—Jeff Martin; no other public visitors (sign-in sheets retained in official minutes book)

Superintendent Peuse 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. Shaffer, seconded by Ms. Bednarski to approve the agenda for November 20, 2017. 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. A correction to the minutes of the November 6, 2017 School Board meeting removing Board Treasurer from in attendance was noted.

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

- Amended minutes of the November 6, 2017 School Board regular meeting.
- Accounts payable expenditures totaling $66,529.44 and payroll expenditures totaling $456,103.28.
- Personnel Items:
  - The resignation of Heather Noshusch effective November 14, 2017.
  - The appointment of Melissa Manley as part-time HS Math Intervention Specialist for the 2017-2018 school year.
  - The appointment of Karen Hancock as part-time Recreation/Facilities Secretary for the 2017-2018 school year.
  - The appointment of Peggy Lang as part-time Special Education Paraprofessional for the 2017-2018 school year.
  - The following athletic/recreation appointment(s) for the 2017-2018 school year:

**Athletic — Girls’ Basketball**
- Kayla Biescke, Freshman (5+ Years) 3,540.00
- Jeff Martin, JV (5+ Years) 3,540.00
- Mike Syzdłowski, Varsity (5+ Years) 4,606.00

**Athletic — Boys’ Basketball**
- Keith Lisiak, Freshman (0-5 Years) 3,203.00
- Nick Spacieli, JV (5+ Years) 3,540.00
- Lance Marifke, Varsity (5+ Years) 4,606.00

**Recreation**
- Kirk Joseph, 7-8th Grade Girls’ Basketball 1,491.00
- Shelby Lewis, Lifeguard (Hourly Wage per SFSD Employee Handbook)
The following extra-curricular appointment(s) for the 2017-2018 school year:

- Mike DeGroot, Special Olympics Bowling (WGB High Interest Club) 900.00
- Nicole Ranchel, Forensics 2,375.00

Upon motion by Mr. Boknevitz, seconded by Mr. Iwanski, the Board unanimously approved the following donation(s) to the District:

- $469.66 monetary donation from the Knights of Columbus – South Milwaukee Council designated towards the St. Francis High School ID Program.
- $530.34 monetary donation from the Wisconsin State Council – Knights of Columbus designated towards the St. Francis High School ID Program.

Upon motion by Mr. Boknevitz, seconded by Mr. Iwanski, NEOALA Update Volume 26, Number 2 (July 2017) was unanimously approved as presented.

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION

The Board reviewed detailed information on how the District is progressing in specific areas in conjunction with the six (6) District Goal Areas for 1st quarter. These areas include: Kinder and More Compassionate Schools; College, Career, Life Readiness; Math and Literacy Excellence; Technology Facilitated Learning; Feedback and Effectiveness Project; and Continuous Improvement. The main area that drives all of the District’s work has been directly related to the implementation of the Gradual Release of Responsibility (GRR) Framework. The District Goals and Priorities document has been updated to reflect all adjustments.

School Psychologist / Director of Special Education, Mrs. Amanda Mack presented the Board with a brief update on the District’s Pupil Services Department.

The St. Francis Recreation Department Winter Offerings Booklet was presented for review. Discussion ensued. Proposed revisions will be brought back to the next regular School Board meeting for final approval.

Director of Finance / Operations, Mr. Jonathan Mitchell reported on the following:

1) The financial report for the month of October was presented for review.
2) Updated information on the 2017-2018 budgetary refinement was presented for review and discussion.
3) In June 2015, the Board approved a new Technology Plan for 2015-2018. An update on the progress of the Technology Plan goals was presented to the Board for review and discussion.
4) The Chartwells Food Service Program has been modified in the last few years to create long-term financial sustainability and create student interest in healthy food options. Director of Finance / Operations Mitchell reported the District’s Food Service Program is off to a financially solid start for 1st quarter of the 2017-2018 school year.
5) The U.S. National Guard has presented the District with a sponsorship offer for the St. Francis High School. The National Guard has proposed a one (1) year agreement where they would provide several items to the High School to include: banners to display State Champions from 1975 in the gymnasium; materials and labor to wrap the gym doors in St. Francis colors; posters; schedules; and a one-time donation of $2,900. All banners would identify sponsorship by the National Guard. As a condition of the sponsorship agreement, the National Guard requests various displays/opportunities with the St. Francis High School to promote the National Guard. The anticipated overall value of this partnership is approximately $7,000.00. This agenda item will be brought back to the next regular School Board meeting for further review and approval.

Superintendent Peuse reported on the following:

1) 2018 Spring General Election information was shared with the Board.

School Board President Boknevitz highlighted on upcoming important dates:

1) The WASB State Education Convention is January 17-19, 2018 at the Wisconsin Center. Board Members Boknevitz, Bednarski, Iwanski and Finch will be in attendance.
2) Long-Range Planning Board Work Session – January 22, 2018 – 5:15 PM to 6:30 PM

COMMUNICATIONS / COMMENTS FROM VISITORS: None

Upon motion by Mr. Boknevitz, seconded by Ms. Shafer, the President declared the regular meeting adjourned at 8:52 p.m.

Approved by:

Chris Finch
School Board Clerk

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

SCHOOL BOARD REGULAR MEETING  
HELD IN THE ST. FRANCIS HIGH SCHOOL LIBRARY  
November 6, 2017  

APPROVED MINUTES

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

PRESENT:  Board Members Boknevitiz, Bednarski, Finch, Shafer, and Superintendent Peuse

EXCUSED:  Board Treasurer Ivanski and Director of Finance & Operations Mitchell

VISITORS:  SFSD Staff – Rachael Dauman and Teri Bartsch; no other public visitors (sign-in sheets retained in official minute book)

Superintendent Peuse 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 Ms. Shafer to approve the agenda for November 6, 2017. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

COMMUNICATIONS TO THE BOARD:  None

COMMENTS FROM VISITORS:  None

SPECIAL PRESENTATION BY DEER CREEK PRINCIPAL – Ms. Anna Young

Deer Creek Principal Young gave a brief update on the progress of Deer Creek’s initiatives for 2017-2018. The update included highlights on Deer Creek’s culture and learning; assessment and data collection and how the data is being used to create action plans for student achievement.

CONSENT AGENDA ACTION ITEMS:

President Boknevitiz inquired if there was any item(s) that should be removed from the consent agenda.

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

- The minutes of the October 30, 2017 School Board regular meeting.
- Accounts payable expenditures totaling $436,410.12.
- Personnel Items:
  - The resignation of Cheyenne Wallner as part-time Special Education Paraprofessional effective October 31, 2017.
  - The following athletic/recreation appointments for the 2017-2018 school year:

  **Recreation - Basketball**
  - Keith Chmielawski, 7-8th Grade Boys’ Basketball 1,491.00
  - Ed Deiro, 7-8th Grade Girls’ Basketball 1,491.00
  - Scott Martin, 7-8th Grade Boys’ Basketball 1,491.00
  - Jonathan Romo, 7-8th Grade Boys’ Basketball 1,491.00

  **Athletic - Bowling**
  - Clemente Trejo, Boys’ Varsity Bowling Coach 1,250.00
  - Natalie Trejo, Girls’ Varsity Bowling Coach 1,250.00

- The following extra-curricular appointments for the 2017-2018 school year:
  - Peter Graven, Robotics Club 3,540.00
  - Peter Graven, MATE/ROV Club 3,540.00
  - Catrina Grosz, High Interest Club (1st Lego League -- 4th/5th Grade) 900.00
  - Melissa Zeman, Student Council Advisor (Deer Creek) 1,500.00
Upon motion by Mr. Boknevitz, seconded by Ms. Bednarski, the Board unanimously approved Amanda Mack to be named as a Compliance Officer in place of Blake A. Peuse / Superintendent of Schools and the title change for Jonathan Mitchell in Board Policies 1422, 3122, 4122, 1623, 3123, 4123, 1662, 3362, 4362, 2260, 2260.01 and 5517.

Upon motion by Mr. Boknevitz, seconded by Ms. Shafer, the Board unanimously approved the Resolution Authorizing Temporary Borrowing in Amount Not to Exceed $1,500,000 Pursuant to Section 67.12 (8)(a)1, Wis. Stats. as presented.

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION

NEOLA Update Volume 26, Number 2 – July 2017 was presented for a first reading:

Section 0000 – Bylaws
  • 0100 – Definitions
  • 0131.1 – Bylaws and Policies
  • 0144.1 – Compensation
  • 0164.2 – Special Meetings
  • 0166 – Agenda

Section 1000 – Administration
  • 1630.01 – Family and Medical Leave of Absence (FMLA)

Section 2000 – Program
  • 2260 – Non-Discrimination and Access to Equal Educational Opportunity
  • 2261.01 – Parent and Family Engagement in Title I Programs
  • 2370 – Educational Options (Delete/Renumbered Policy)
  • 2411 – Counseling and Academic and Career Planning
  • AG 2411 – Guidance and Counseling
  • 2430 – District-Sponsored Clubs and Activities
  • 2431 – Interscholastic Athletics

Section 3000 – Professional Staff
  • 3120.01 – Job Descriptions
  • 3122.01 – Drug-Free Workplace
  • 3430.01 – Family and Medical Leave of Absence (FMLA)

Section 4000 – Support Staff
  • 4122.01 – Drug-Free Workplace
  • 4430.01 – Family and Medical Leave of Absence (FMLA)

Section 5000 – Students
  • 5111 – Eligibility of Resident/Non-Resident Students
  • AG 5111 – Admission to the District
  • 5130 – Withdrawal/Dropout from School
  • 5310.01 – Emergency Nursing Services
  • 5330 – Administration of Medication / Emergency Care
  • AG 5330 – Administration of Medications
  • 5421 – Grading
  • 5517 – Student Anti-Harassment
  • 5540 – The Schools and Governmental Agencies
  • 5610 – Suspension and Expulsion
  • 5771 – Search and Seizure
  • 5830 – Student Fundraising

Section 6000 – Finances
  • 6605 – Crowdfunding (New Policy)
  • AG 6605 – Crowdfunding (New AG)
  • 6800 – System of Accounting

Section 7000 – Property
  • 7530.02 – Staff Use of Personal Communication Devices
Section 8000 – Operations

- 8146 – Notification of Educational Options (Renumbered from 2370)
- 8310 – Public Records
- AG 8310A – Public Records
- 8320 – Personnel Records
- AG 8320 – Personnel Records
- 8320.01 – Unauthorized Acquisition of Staff Personal Information
- 8330 – Student Records
- AG 8330 – Student Records
- 8350 – Confidentiality
- 8452 – Automated External Defibrillators (AED)
- 8510 – Wellness
- 8605 – Use of Electronic Wireless Communication Devices by Employees Who Operate Board-Owned or Operated Vehicles
- 8770 – Joint Self-Insurance Pool
- 8800 – Religious / Patriotic Ceremonies and Observances

Section 9000 – Relations

- 9700 – Relations with Non-School Affiliated Groups

Discussion ensued. Policies from NEOLA Update Volume 26, Number 2 – July 2017 will be brought back for a third reading and possible approval at the next regular School Board meeting.

Director of Finance / Operations, Mr. Jonathan Mitchell reported on the following:

1) Community budget communications were presented for review. These important public communications will be posted on the District’s website.

Superintendent Peuse reported on the following:

1) The Board was provided with five (5) different calendar options for the 2018-2019 school year. The southeast region is working through a survey process that would bring some consistency in spring breaks to either the last week in March or the first week in April. After review, discussion ensued. The Board narrowed their selections to two (2) calendar options that would allow for spring break to occur the last week in March. This agenda item will be brought back at a future date for further discussion and approval.

2) American Education Week is November 13-17, 2017. In observance and appreciation, the District will be hosting lunch for all staff on Thursday, November 16, 2017.

School Board President Boknevitz highlighted on upcoming important dates:

1) WASB State Education Convention – January 17-19, 2018 – Wisconsin Center

COMMUNICATIONS / COMMENTS FROM VISITORS: None

Upon motion by Mr. Boknevitz, seconded by Mr. Finch, the President declared the regular meeting adjourned at 7:47 p.m.

Approved by:

Chris Finch
School Board Clerk

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

**PRESENT:** Board Members Boknevitz, Bednarski, Ivanski, Finch, Superintendent Peuse and Director of Finance & Operations Mitchell

**EXCUSED:** Board Member Shafer

**VISITORS:** SFSD Staff - Gerriann Crawley; no other public visitors (sign-in sheets retained in official minute book)

Superintendent Peuse 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. Ivanski seconded by Mr. Finch to approve the agenda for October 30, 2017. Motion was unanimously approved.

**PLEDGE OF ALLEGIANCE**

**COMMUNICATIONS TO THE BOARD:** None

**COMMENTS FROM VISITORS:** None

**CONSENT AGENDA ACTION ITEMS:**

President Boknevelt inquired if there was any item(s) that should be removed from the consent agenda.

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

- The minutes of the October 2, 2017 School Board regular meeting.
- Accounts payable expenditures totaling $245,439.45 and payroll/payroll-related expenditures totaling $632,199.17.
- Personnel Items:
  - The resignation of Bradd Kamke as Math Intervention Specialist effective October 11, 2017.
  - The resignation of Mark Pugel as JV Volleyball Coach effective the end of the 2017-2018 season.
  - The resignation of Melissa Zeman as Freshmen Volleyball Coach effective the end of the 2017-2018 season.
  - The following revised athletic appointment for the 2017-2018 school year:
    - Bob Sliwinski, Fresh Football Coach (0.5 Yrs) 3,203.00
      (Replaces previously approved appointment of 0.5 FTE / Increased to 1.0 FTE)
  - The following revised extra-curricular appointment for the 2017-2018 school year:
    - Jeff Martin, Creative Writing / Publishing 3,500.00
      (Replaces previously approved appointment)

Upon motion by Mr. Boknevelt, seconded by Mr. Ivanski, the Student and Family Assistance Program (SFAP) was unanimously approved as presented.

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

Anti-bullying initiative implementation calendars prepared by the District’s Administrative Leadership Team for the 2017-2018 school year, as well as, a District framework/timeline was shared with the Board.

Superintendent Peuse and Director of Finance / Operations Mitchell shared Scorecard Reports to include updates on budget and communication tracking; substitute fill rates / employee time off entries; worker’s compensation; and response to technology needs for the 1st quarter of the 2017-2018 school year.
NEOLA Update Volume 26, Number 2 – July 2017 was presented for a first reading:

Section 0000 – Bylaws
   • 0100 – Definitions
   • 0131.1 – Bylaws and Policies
   • 0144.1 – Compensation
   • 0164.2 – Special Meetings
   • 0166 – Agenda

Section 1000 – Administration
   • 1630.01 – Family and Medical Leave of Absence (FMLA)

Section 2000 – Program
   • 2260 – Non-Discrimination and Access to Equal Educational Opportunity
   • 2261.01 – Parent and Family Engagement in Title I Programs
   • 2370 – Educational Options (Delete/Re-numbered Policy)
   • 2411 – Counseling and Academic and Career Planning
   • AG 2411 – Guidance and Counseling
   • 2430 – District-Sponsored Clubs and Activities
   • 2431 – Interscholastic Athletics

Section 3000 – Professional Staff
   • 3120.01 – Job Descriptions
   • 3122.01 – Drug-Free Workplace
   • 3430.01 – Family and Medical Leave of Absence (FMLA)

Section 4000 – Support Staff
   • 4122.01 – Drug-Free Workplace
   • 4430.01 – Family and Medical Leave of Absence (FMLA)

Section 5000 – Students
   • 5111 – Eligibility of Resident / Non-Resident Students
   • AG 5111 – Admission to the District
   • 5130 – Withdrawal / Dropout from School
   • 5310.01 – Emergency Nursing Services
   • 5330 – Administration of Medication / Emergency Care
   • AG 5330 – Administration of Medications
   • 5421 – Grading
   • 5517 – Student Anti-Harassment
   • 5540 – The Schools and Governmental Agencies
   • 5610 – Suspension and Expulsion
   • 5771 – Search and Seizure
   • 5830 – Student Fundraising

Section 6000 – Finances
   • 6605 – Crowdfunding (New Policy)
   • AG 6605 – Crowdfunding (New AG)
   • 6800 – System of Accounting

Section 7000 – Property
   • 7530.02 – Staff Use of Personal Communication Devices

Section 8000 – Operations
   • 8146 – Notification of Educational Options (Re-numbered from 2370)
   • 8310 – Public Records
   • AG 8310A – Public Records
   • 8320 – Personnel Records
   • AG 8320 – Personnel Records
   • 8320.01 – Unauthorized Acquisition of Staff Personal Information
   • 8330 – Student Records
   • AG 8330 – Student Records
   • 8350 – Confidentiality
   • 8452 – Automated External Defibrillators (AED)
   • 8510 – Wellness

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• 8605 – Use of Electronic Wireless Communication Devices by Employees Who Operate Board-Owned or Operated Vehicles
• 8770 – Joint Self-Insurance Pool
• 8800 – Religious / Patriotic Ceremonies and Observances

Section 9000 – Relations
• 9700 – Relations with Non-School Affiliated Groups

Discussion ensued. NEOLA Update Volume 26, Number 2 – July 2017 will be brought back for a second reading and possible approval at the next regular School Board meeting.

NEOLA Board Policy Compliance Officer Updates was presented for a first reading:

Section 1000 – Administration
• 1422 – Non-Discrimination and Equal Employment Opportunity
• 1623 – Section 504 / ADA Prohibition Against Disability Discrimination in Employment
• 1662 – Employee Anti-Harassment

Section 2000 – Program
• 2260 – Non-Discrimination and Access to Equal Educational Opportunity
• 2260.01 – Section 504 / ADA Prohibition Against Discrimination Based On Disability

Section 3000 – Professional Staff
• 3122 – Non-Discrimination and Equal Employment Opportunity
• 3123 – Section 504 / ADA Prohibition Against Disability Discrimination in Employment
• 3362 – Employee Anti-Harassment

Section 4000 – Support Staff
• 4122 – Non-Discrimination and Equal Employment Opportunity
• 4123 – Section 504 / ADA Prohibition Against Disability Discrimination in Employment
• 4362 – Employee Anti-Harassment

Section 5000 – Students
• 5517 – Student Anti-Harassment

Discussion ensued. NEOLA Board Policy Compliance Officer Updates will be brought back for approval at the next regular School Board meeting.

Director of Finance / Operations, Mr. Jonathan Mitchell reported on the following:

1) The final budget for the 2017-2018 school year was presented for review.
2) Information was presented on the proposed 2017-2018 tax levy certification. Discussion ensued. Upon motion by Mr. Boknevitz, seconded by Mr. Finch, the 2017-2018 tax levy certification / final budget (version 2) was unanimously approved as presented.
3) Community budget communications were presented for review. These important public communications will be posted on the District’s website.
4) The Board received an update on student enrollment and staffing for the 2017-2018 school year.
5) The Board received an update on the recent Facilities Study Committee meeting that was held on October 25, 2017 from 6:15 p.m. to 8:15 p.m. in the St. Francis High School Theater.

Superintendent Peuse reported on the following:

1) In conjunction with Continuous Improvement Practices, the District has reached out to staff through the Workplace Dynamics Survey. This survey is given by Workplace Dynamics and is made available to all staff that work at least 15 hours per week with the St. Francis School District. The survey also informs the Journal Sentinel Top Workplaces Award and this is a goal that the District hopes to achieve in the near future. As of October 24, 2017, the District had an 83% return rate on the survey. The survey will be closing toward the early/middle part of November. More information will be shared with the Board once results are available from Workplace Dynamics.

School Board President Boknevitz highlighted on upcoming important dates:

1) November 6, 2017 School Board Meeting – Deer Creek Intermediate School
2) St. Francis Christmas Parade – December 2, 2017 – 4:00 PM
3) South Shore Option 5.0 – November 2, 2017 – Oak Creek Civic Center – 5:30 PM
COMMUNICATIONS / COMMENTS FROM VISITORS: None

Upon motion by Mr. Boknevitz, seconded by Mr. Finch, the President declared the regular meeting adjourned at 8:49 p.m.

Approved by:

Chris Finch
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 2, 2017

APPROVED MINUTES

President Boknevitz called the regular meeting to order at 6:33 p.m.

PRESENT: Board Members Boknevitz, Bednarski, Finch, Superintendent Peuse and Director of Finance & Operations Mitchell

EXCUSED: Board Members Iwanski and Shafer

VISITORS: Building Principal – Mrs. Laurie Pogorzelski; SFSO Staff – Maggie Krochalk; no other public visitors

(sign-in sheets retained in official minute book)

Superintendent Peuse 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 October 2, 2017. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

COMMUNICATIONS TO THE BOARD: None

COMMENTS FROM VISITORS: Ms. Maggie Krochalk expressed her concerns on pollution and air quality in regards to a local barrel processing facility.

SPECIAL PRESENTATION BY WILLOW GLEN PRINCIPAL / C&I DIRECTOR – Mrs. Laurie Pogorzelski

Willow Glen Principal Pogorzelski gave a brief update on the progress of Willow Glen’s initiatives for 2017-2018. The update included highlights on Willow Glen’s culture and learning; assessment and data collection and how the data is being used to create action plans for student achievement.

CONSENT AGENDA ACTION ITEMS:

President Boknevitz inquired if there was any item(s) that should be removed from the consent agenda.

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

- The minutes of the September 25, 2017 School Board regular meeting.
- Accounts payable expenditures totaling $29,073.10 and payroll/payroll-related expenditures totaling $200,467.15
- Personnel Items;
  - The resignation of Peggy Pfeffer as Recreation/Facilities Secretary effective October 14, 2017.

Upon motion by Mr. Boknevitz, seconded by Ms. Bednarski, the District snow / ice removal bid from Birchwood Snow and Landscaping Services was unanimously approved as presented.

Upon motion by Mr. Boknevitz, seconded by Ms. Bednarski, the facilities / grounds usage fee waiver request from Sierra Club was unanimously approved as presented.

Upon motion by Mr. Boknevitz, seconded by Mr. Finch, the Youth Options Program request(s) were unanimously approved as presented.

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

- Seven (7) Scientific Calculators and two (2) TI-84 Plus Calculators donated from Herb Kohl Philanthropies / Anonymous via Donors Choose designated towards the St. Francis High School.

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION

Director of Finance / Operations, Mr. Jonathan Mitchell reported on the following:

1) A proposal for the implementation of a new Student and Family Assistance Program (SFAP) was presented for further consideration to the Board. Research points quite clearly to the rise in mental health issues, drug and substance abuse epidemics, and familial problems that cause disruption to the learning and growing process. In late 2016, Administration began looking for additional ways
to provide support for students and families related to areas such as mental health and wellness. Administration is recommending the proposed agreement with Aurora Health Care to begin the Student and Family Assistance Program (SFAP) for the 2017-2018 school year. Board Vice President, Bednarski motioned and Board Clerk, Finch seconded to approve the proposal, but then later withdrew their motions. This agenda item will be brought back to the next regular School Board meeting on October 30, 2017 for approval by the full Board of Education.

2) Updated information on the 2017-2018 budgetary refinement was presented for review and discussion.

3) The Board received an update on student enrollment and staffing for the 2017-2018 school year.

4) The next Facilities Study Committee meeting is scheduled for October 25, 2017 from 6:15 p.m. to 8:15 p.m. in the St. Francis High School Theater. There will be a District financial presentation at this meeting.

Superintendent Peuse reported on the following:

1) The District remains committed in developing and delivering purposeful training and programming related to PBIS, anti-bullying and parent involvement. These efforts are helping to create better schools and cultures for the St. Francis School District student population. In return, the District has received some excellent feedback from parents around both PBIS and anti-bullying efforts and how some of practices can be further improved.

2) Each year, the District assesses their effectiveness of Response to Intervention (RTI) processes. The District strives to meet each student where they are at academically and behaviorally and uses appropriate data to base ongoing decisions regarding programming for all students at the three levels of intervention: Level 1 – Universal (all students); Level 2 – Targeted (smaller groups of students / 5-10% of students); and Level 3 – Specific (individual / 1-5% of students). The Gradual Release of Responsibility (GRR) model has been diligently implemented across every school as a universal level of instruction. In addition to the structures currently in place, the District will endeavor to ensure practices are culturally responsive and the student’s individual circumstances are taken into full consideration.

School Board President Boknevitz highlighted on upcoming important dates:

1) The Board meeting schedule for October 16, 2017 has been moved to October 30, 2017 at the St. Francis High School beginning at 6:30 p.m.

2) The 2017 WASB Fall Regional Meeting is scheduled for October 17, 2017. Board Members Boknevitz, Bednarski, Ivanski and Finch will attend.

COMMUNICATIONS / COMMENTS FROM VISITORS: None

Upon motion by Mr. Boknevitz, seconded by Mr. Finch, the President declared the regular meeting adjourned at 7:57 p.m.

Approved by:

Chris Finch
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 25, 2017

APPROVED MINUTES

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

PRESENT: Board Members Boknevitz, Bednarski, Finch, Superintendent Peuse and Director of Finance & Operations Mitchell

EXCUSED: Board Members Iwanski and Shafer

VISITORS: SFSD Staff – Maggie Krochak; no other public visitors (sign-in sheets retained in official minute book)

Superintendent Peuse 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 25, 2017. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

COMMUNICATIONS TO THE BOARD:

A note of appreciation from Carol Murack and family on the sympathies expressed by the District on the recent passing of a family member.

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. The resignation letter from Jeannine Caruso was removed from the consent agenda.

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

- The minutes of the September 11, 2017 School Board regular meeting.
- Accounts payable expenditures totaling $206,627.73 and payroll/payroll-related expenditures totaling $463,219.11.
- Personnel Items:
  - The appointment of Jeff Wallack as Special Education Teacher for the 2017-2018 school year.
  - The appointment of Dawn Nemitz as part-time Lunch/Playground Supervisor for the 2017-2018 school year.
  - The following recreation / athletic appointment(s) for the 2017-2018 school year:
    - Mark Beaumont, Power Lifting 1,000.00
    - Hannah Labar, Cross Country Coach (Grades 6-8) 1,451.00
  - The following PI-34 Mentor appointment(s) for the 2017-2018 school year:

  1st Year Mentors
  - Laura Carlson 1,000.00
  - Trudy Hundt 1,000.00
  - Debra Jordan 1,000.00
  - Diana Krumenauer 1,000.00
  - Nikki Schuster 1,000.00

  2nd Year Mentors
  - Colleen Chisholm** 1,000.00
  - Michelle DeWane (Split Contract) 250.00
  - Deb Legwinski 500.00
  - Kim McBride 500.00
  - Chris Piper (Split Contract) 250.00
  - Kari Podolski 500.00
  - Fay Santilippo 500.00
  - Jill Savick 500.00
  - Nikki Schuster 500.00

**Indicates mentoring two new staff members.
The following extra-curricular appointment(s) for the 2017-2018 school year:

- Laura Carlson, Junior Class/Prom Co-Advisor (0.5 Contract) 1,100.00
- Neil Fortier, Robotics 1,900.00
- Eric Scheerer, Drama Club Assistant Director 2,200.00
- Erich Gottfried, Outdoor Science Club 1,900.00
- Stephanie Henkhaus, Art Club 1,000.00
- Trudy Hundt, Junior Class/Prom Co-Advisor (0.5 Contract) 1,100.00
- Mike King, District Webmaster 2,000.00
- Ashley Lozada, International Club (0.5 Contract) 1,100.00
- Jeff Martin, Creative Writing / Publishing 1,750.00
- Melissa Mills, GSA Club (Split Contract) 333.33
- Paul Ostreich, Drama Director 4,750.00
- Paul Ostreich, Pep Band / Drumline 1,250.00
- Andrew Rooney, GSA Club (Split Contract) 333.33
- Dave Santi, Senior Class / Graduation Advisor 2,200.00
- Jill Savick, Student Council Advisor 3,040.00
- Nikki Schuster, GSA Club (Split Contract) 333.33
- Christopher Steffes, International Club (0.5 Contract) 1,140.00

Upon motion by Mr. Boknweit, seconded by Ms. Bednarski, the Sign Language Interpreter Proposal was unanimously approved.

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION

Director of Finance/Operations Mr. Jonathan Mitchell reported on the following:

1) The financial reports for the months of June and July were presented for review.
2) Updated information on the 2017-2018 budgetary refinement was presented for review and discussion.
3) The Board received an update on student enrollment and staffing for the 2017-2018 school year.
4) The Board reviewed the St. Francis School District Energy Efficiency Resolution for Energy Savings and Operational Savings – Proposed Amendment to Previously Approved Energy Efficiency Exemption to Change the Amount of Principal and Interest Payments in the 2017-2018 School Year for Approved Debt Issue.

Upon motion by Mr. Boknweit, seconded by Ms. Bednarski, the following resolution was approved with the amended amount of $800,000.00:

BE IT RESOLVED, that the School Board of the St. Francis School District is exercising its taxing authority under s. 121.91 (4) (o), Wis. Stats., on or before October 1st, to exceed the revenue limit on a non-recurring basis by an amount the District will spend on principal and interest payments for debt issued for new energy efficiency measures and energy efficiency products for the 2017-2018 school year.

5) In 2014-2015, the Board approved a 3-year contract with Birchwood Snow and Landscaping Services. The District has found their service to be timely, thorough and the contractor has been responsive to any issues. In compliance with Board Policy 6320, this service is subject to bid, and as such, the District has submitted requests for bids to area vendors to include: Birchwood, Winter Services, and Blumel's. All bids are due the afternoon of October 2, 2017. Bids shall be sealed and opened by the Director of Finance and Operations in the presence of at least one (1) witness. The Board will be presented with a recommendation at the October 2, 2017 Board meeting.

Superintendent Pease reported on the following:

1) The Board received an update on the Advanced Placement Programming at St. Francis High School. The District continues to place Advanced Placement Programming as a focal point for students to succeed in the global marketplace to ensure all students are college, career and life ready.

2) The Board received an update on the Educator Effectiveness Project, as well as, reviewed documents outlining the Educator Performance Evaluation System Model/TimeLine.

3) Administrative Leadership Team's improvement strategies continued through their work with AWSA SAIL (School Administrators Institute for Transformational Learning) this past summer. SAIL is a team effort that provides some additional support, both through a mentor and resources that helps to facilitate setting realistic goals and clarifying educational expectations at buildings and across the District. In conjunction with the support provided through SAIL and in alignment with District Goals, Priorities, and the MLP Platform, the District will continue to give high quality feedback to students, staff, and families to ensure that all needs of the St. Francis School Community are being met.

4) Superintendent Pease presented an update on his attendance at the recent Southeastern WI School Alliance meeting held on September 12, 2017. Mr. Jonathan Mitchell, Director of Finance & Operations was also in attendance at this meeting. The meeting was very informational, with discussions focusing on the budget. The next meeting is scheduled for October 10, 2017 at the Elmbrook District Office.
School Board President Boknevitz highlighted on upcoming important dates:

1) 2017 WASB Fall Regional Meeting – October 17, 2017

COMMUNICATIONS / COMMENTS FROM VISITORS: None

Upon motion by Mr. Boknevitiz, seconded by Mr. Finch, the President declared the regular meeting adjourned at 8:19 p.m.

Approved by:

Chris Finch
School Board Clerk

Robert G. Boknevitiz
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 11, 2017  

APPROVED MINUTES  

President Boknevitz called the regular meeting to order at 7:37 p.m.  

PRESENT:  Board Members Boknevitz, Bednarski, Iwanski, Finch, Shafer, Superintendent Peuse and Director of Finance & Operations Mitchell  

VISITORS:  Building Principal – Mrs. Casey Blochowiak; SFSD Staff – Rachael Dauman; St. Francis Mayor CoryAnn St. Marie-Carls; No other public visitors (sign-in sheets retained in official minute book)  

Superintendent Peuse 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. Bedrarski, seconded by Mr. Iwanski to approve the agenda for September 11, 2017. 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. Iwanski, seconded by Mr. Finch, the following consent agenda action items were approved.  

- The minutes of the August 21, 2017 School Board regular meeting.  
- Accounts payable expenditures totaling $126,663.23 and payroll/payroll-related expenditures totaling $326,261.95.  
- Personnel Items:  
  - The resignation of Megan Conde as part-time Special Education Paraprofessional effective August 30, 2017.  
  - The resignation of Holly Jeffrey as part-time Intervention Specialist effective August 22, 2017.  
  - The resignation of Kevin Ratz as Custodian effective August 22, 2017.  
  - The resignation of Bramley Rayne as part-time Lunchroom/Playground Supervisor effective August 21, 2017.  
  - The appointment of Maria Ademi as part-time Special Education Paraprofessional for the 2017-2018 school year.  
  - The appointment of Kimberly Gernerit as part-time Special Education Paraprofessional for the 2017-2018 school year.  
  - The appointment of Cheyenne Walle at as part-time Special Education Paraprofessional for the 2017-2018 school year.  
  - The appointment of Jill Belford as part-time Intervention Specialist for the 2017-2018 school year.  
  - The appointment of Jean Mamerow as part-time Intervention Specialist for the 2017-2018 school year.  
  - The appointment of Keyon Lawson as full-time Custodian for the 2017-2018 school year.  

Upon motion by Mr. Boknevitz, seconded by Mr. Iwanski, the 2017-2018 Southeastern Wisconsin School Alliance (SWSA) Resolution and 66.0301 Agreement was unanimously approved.  

Upon motion by Mr. Boknevitz, seconded by Mr. Iwanski, revised Attachment E of the St. Francis School District Employee Handbook was unanimously approved.  

Upon motion by Mr. Boknevitz, seconded by Ms. Shafer, the Extended Field Trip Request for Qualifying State Teams was unanimously approved.
Upon motion by Mr. Bokneitz, seconded by Mr. Finch, the following District donation(s) were unanimously approved:

- The donation of two (2) $250.00 Robotics Program Grants designated towards Deer Creek Intermediate School.
- The donation of two (2) 75-gallon aquariums; two (2) cover kits; and two (2) LED 48” light kits (valued at $600.00) designated towards Deer Creek Intermediate School.
- The donation of nineteen (19) new cabinet doors; five (5) new home windows; four (4) mixing tubs; and one (1) roll of tar paper (valued at $1,767.00) from Ms. Bonnie Papala designated towards St. Francis High School.
- The $400.00 monetary donation from the sale of cutting boards from Mr. and Mrs. Peggy Todryk designated towards the St. Francis High School Woodshop Fund.

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION

Director of Finance / Operations, Mr. Jonathan Mitchell reported on the following:

1) Each year, the District must run scenarios to estimate cash flow for the year. Due to the timing of certain revenues, the District borrows money to cover expenses until revenues are received. Last year, the District joined a consortium group via PMA Financial to make a joint bid. Based on fees involved and the specific cash flow timing needs, the District believes it is best to issue a request for short-term borrowing individually. During the 2016-2017 school year, the District borrowed $1.5 million. The District anticipates a similar borrowing for 2017-2018. This agenda item will be brought back for approval.

2) The 2017-2018 budgetary refinement document was presented for review and discussion.

3) The Board received an update on student enrollment and staffing for the 2017-2018 school year.

4) The next Facilities Study Committee meeting is scheduled for September 26th from 6:00 p.m. to 8:00 p.m. beginning at Willow Glen Primary School. The Committee will be conducting tours of Willow Glen Primary School and Deer Creek Intermediate School.

Superintendent Peuse reported on the following:

1) Superintendent Peuse presented an update on the 2017-2018 opening of District schools.

School Board President Bokneiviz highlighted on upcoming important dates:

1) 2017 WASB Fall Regional Meeting – October 17, 2017

COMMUNICATIONS / COMMENTS FROM VISITORS: None

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

Approved by:

Chris Finch
School Board Clerk

Robert G. Bokneitz
Board President
ST. FRANCIS SCHOOL DISTRICT
BUDGET HEARING AND ANNUAL MEETING

St. Francis High School Library Media Center
4225 South Lake Drive
St. Francis, WI 53235
September 11, 2017

APPROVED MINUTES

Budget Hearing was called to order by Robert Boknevitz, School Board President, at 6:30 p.m.

Present: Board Members Boknevitz, Bednarski, Ivanski, Finch, Shafer, Superintendent Peuse and Director of Finance & Operations Mitchell

Visitors: Sign-in sheets retained in official minute book

President Boknevitz introduced Superintendent Peuse and Director of Finance & Operations Mitchell, who gave a presentation on school funding and the rationale for the School District 2017-2018 budget. Director of Finance & Operations Mitchell asked if there were any questions regarding the proposed budget. The Budget Hearing concluded at 7:01 p.m.

Annual Meeting was called to order by President Boknevitz at 7:01 p.m. The Pledge of Allegiance was led by President Boknevitz.

Mr. Russell Ivanski nominated Robert Boknevitz as Chairperson, motion seconded by Ms. Amanda Bednarski. Motion carried.

Mr. Chris Finch presented the minutes for the Annual Meeting of September 12, 2016. Upon a motion by Mr. Finch, seconded by Ms. Bednarski, the minutes for the Annual Meeting of September 12, 2016 were unanimously approved.

The following resolution authorizing short-term borrowing was presented:

"BE IT RESOLVED, that the St. Francis School Board be authorized to borrow money short-term for operating expenses if needed."

Upon motion by Mr. Boknevitz, seconded by Mr. Ivanski, the resolution authorizing short-term borrowing was unanimously approved:

Mr. Boknevitz moved, Mr. Ivanski seconded, that there shall be levied upon the taxable property of the St. Francis School District the sum of $7,028,410.00. $4,692,697 for the General Fund for the operation of district schools; $374,000 for the Community Service Fund; $923,131 for the discharge of non-referendum debt obligations; and $1,038,582 for the discharge of referendum debt obligations. Motion carried unanimously.

Mr. Boknevitz moved, Ms. Shafer seconded, that School Board salaries established by the electors of the St. Francis School District, Milwaukee County, State of Wisconsin are as follows: $225.00 per month for the office(s) of President, Treasurer and Clerk; and $203.00 per month for the office(s) of Vice President and Member. Motion carried unanimously.

Mr. Boknevitz moved, Mr. Ivanski seconded, that the electors also authorize for the payment of actual and necessary expenses of School Board Members when traveling in the performance of duties. Motion carried unanimously.

Mr. Boknevitz moved, Ms. Bednarski seconded, that the electors of the St. Francis School District, Milwaukee County, State of Wisconsin, authorize the School Board to dispose of surplus property (not land or buildings) that is no longer needed for school purposes upon terms and conditions satisfactory to the School Board. Motion carried unanimously.

Mr. Boknevitz moved, Mr. Finch seconded, that the date and place of the next Annual Meeting be Monday, September 10, 2018 at Deer Creek Intermediate School, 3680 South Kinnickinnic Avenue, St. Francis, Wisconsin. Motion carried unanimously.
The Board opened the floor for other items of discussion. Mr. Boknevitz moved, Ms. Bednarski seconded, that the Annual Meeting be adjourned. Motion carried unanimously.

The Annual Meeting adjourned at 7:36 p.m.

Approved by:

[Signature]

Chris Finch  
School Board Clerk

[Signature]

Robert G. Boknevitz  
School 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 21, 2017  

APPROVED MINUTES  

President Bokneitz took roll call at 6:01 p.m.  

At approximately 6:02 p.m. and upon motion by Mr. Bokneitz, seconded by Ms. Shaefer, 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, support staff salary increases.  

PRESENT: Board Members Bokneitz, Iwanski, Finch, Shafer, and Superintendent Peuse  

EXCUSED: Board Vice President BednarSKI  

VISITOR: Director of Finance & Operations Mitchell  

The Board reconvened into open session at approximately 6:05 p.m., taking the following action:  

Upon motion by Mr. Bokneitz, seconded by Mr. Iwanski, the Board moved unanimously to approve the 2017-2018 support staff salary increases as presented in closed session.  

A brief recess followed at 6:06 p.m.  

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

PRESENT: Board Members Bokneitz, Iwanski, Finch, Shafer, Superintendent Peuse and Director of Finance & Operations Mitchell  

EXCUSED: Board Vice President BednarSKI  

VISITORS: SFSID Staff – Mr. Andy Daniels; No public visitors (sign-in sheets retained in official minute book)  

Superintendent Peuse 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 August 21, 2017. 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. Iwanski, seconded by Mr. Finch, the following consent agenda action items were approved.  

- The minutes of the August 7, 2017 School Board regular meeting.  
- Accounts payable expenditures totaling $67,163.84 and payroll/payroll-related expenditures totaling $411,325.09.  
- Personnel Items:  
  - The resignation of Eric Scherrer as part-time Intervention Specialist effective August 1, 2017.  
  - The resignation of Cassandra Gauthier as part-time Intervention Specialist effective August 3, 2017.  
  - The resignation of Lisa Geiger as part-time Special Education Paraprofessional effective August 13, 2017.  
  - The appointment of Alicia McDade as part-time Special Education Paraprofessional for the 2017-2018 school year.
• The appointment of Jeff Martin to the position of part-time Recreation Director for the 2017-2018 school year.
• The following appointment(s) to the position of Lunchroom / Playground Supervisor:
  1. Diane K. Brody
  2. Lori J. Stewart

Upon motion by Mr. Boknevitz, seconded by Mr. Finch, the 2017-2018 Chapter 220 Inter-District Transfer Agreement was unanimously approved.

Upon motion by Mr. Boknevitz, seconded by Mr. Finch, the 2017-2018 District Goals & Priorities document was unanimously approved.

Upon motion by Mr. Boknevitz, seconded by Ms. Shafer, the 2017-2018 Mentor Guidebook was unanimously approved.

Upon motion by Mr. Boknevitz, seconded by Mr. Finch, the following District donation(s) were unanimously approved:

• Donation of six (6) backpacks; four (4) lunch bags, and assorted school supplies (valued at $250.00) from Ms. Teri Junge designated to students at Deer Creek Intermediate School.

• Donation of wood and supplies (valued at $1,317.15) from Mr. Dave Todryk designated towards the implementation of a backboard on the St. Francis High School tennis courts.

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION

Director of Finance / Operations, Mr. Jonathan Mitchell reported on the following:

1) The 2017-2018 Enrollment / Staffing Update was presented for review and discussion.
2) The Board received an update on the maintenance projects that were completed over the summer months.
3) The next Facilities Study Committee meeting is scheduled for August 30th from 6:00 p.m. to 8:00 p.m. in the St. Francis High School Library.

Superintendent Peuse reported on the following:

1) The 2017-2018 Professional Development Plan was presented for review. Aligning the District Goals and Priorities, Early Release Calendar, and the District Improvement Plan will lead to improved teaching and learning for all stakeholders. Discussion ensued. Upon motion by Mr. Boknevitz, seconded by Mr. Finch, the 2017-2018 Professional Development Plan was unanimously approved as presented.
2) The Board reviewed an updated job description for the position of Recreation Director. Upon a motion by Mr. Boknevitz, seconded by Ms. Shafer, the updated job description for the position of Recreation Director was unanimously approved as presented.
3) Information on a proposed implementation of a new Student / Family Assistance Program (SFAP) was presented to the Board for review. Research points quite clearly to the rise in mental health issues, drug and substance abuse epidemics, and familial problems that cause disruption to the earning and growing process. Discussion ensued. This agenda item will be brought back for further discussion and approval at a future Board meeting.
4) The All Staff Welcome Back Breakfast / In-Service is scheduled for August 28, 2017.
5) A proposed change to reschedule the September 18, 2017 regular School Board meeting to September 25, 2017 was presented for consideration. Upon motion by Mr. Boknevitz, seconded by Mr. Finch, the School Board meeting date change to September 25, 2017 was unanimously approved.

School Board President Boknevitz highlighted on upcoming important dates:

1) St. Francis Days’ Parade / Activities – September 2, 2017
2) 2017 WASB Fall Regional Meeting – October 17, 2017

COMMUNICATIONS / COMMENTS FROM VISITORS: None

Upon motion by Mr. Boknevitz, seconded by Mr. Iwanski, the President declared the regular meeting adjourned at 8:12 p.m.

Approved by:

[Signatures]

Chris Finch
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 7, 2017  

APPROVED MINUTES

President Bokneitz took roll call at 6:01 p.m.

At approximately 6:02 p.m. and upon motion by Mr. Bokneitz, seconded by Mr. Finch, the Board adjourned into closed session according to 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 except where, 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, Open Enrollment seat revocation(s); and, Wisconsin State Statute 19.85(1)(g) conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved, specifically, potential litigation.

PRESENT:  Board Members Bokneitz, Iwanski, Bednarski, Finch, Shafer, and Superintendent Peuse

VISITOR:  Director of Finance & Operations Mitchell

The Board reconvened into open session at approximately 6:29 p.m., taking the following action:

Upon motion by Mr. Bokneitz, seconded by Ms. Bednarski, the Board moved unanimously to approve the Open Enrollment seat revocation(s) for the three (3) students as discussed in closed session.

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

PRESENT:  Board Members Bokneitz, Iwanski, Bednarski, Finch, Shafer, Superintendent Peuse and Director of Finance & Operations Mitchell

VISITORS:  SFHS Principal – Ms. Casey Blochowiak; School Psychologist/Director of Special Education – Mrs. Amanda Mack; School Social Worker – Mrs. Kim McBride; two (2) public visitors (sign-in sheets retained in official minute book)

Superintendent Peuse 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 August 7, 2017. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

COMMUNICATIONS TO THE BOARD:  None

COMMENTS FROM VISITORS:  None

SPECIAL PUPIL SERVICES PRESENTATION by Mrs. Amanda Mack / Ms. Kim McBride

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. Finch, the following consent agenda action items were approved.

- The minutes of the July 10, 2017 School Board regular meeting.
- Accounts payable expenditures totaling $338,238.24 and payroll/payroll-related expenditures totaling $561,129.35.
- Personnel Items:
  - The resignation of Jean Brylow as part-time Guidance Secretary effective July 14, 2017.
The appointment of Megan Looby as part-time Secondary Science Teacher for the 2017-2018 school year.

The appointment of Bradd N. Kamke as part-time Math Intervention Specialist for the 2017-2018 school year.

The following appointments to the position of part-time Supervisory Aide at the St. Francis High School for the 2017-2018 school year:
- Peggy Lang
- Keenan Sunlin

The following athletic appointments for the 2017-2018 school year:

**Football**
- Chris Clarey, Asst. Football Coach (5+ Yrs) 3,540.00
- Thomas Kruszka, Asst. Football Coach (5+ Yrs/.50 Position) 1,770.00
- Keenan Sunlin, Asst. Football Coach (0-5 Yrs/.50 Position) 1,601.50
- Jacob Wicdower, Asst. Football Coach (0-5 Yrs/.50 Position) 1,601.50

**Volleyball**
- Aliina Klatt, Varsity Volleyball Coach (0-5 Yrs) 3,203.00

Upon motion by Mr. Boknevitz, seconded by Mr. Finch, the Open Enrollment Alternative Applications / seat adjustments were unanimously approved as presented.

Upon motion by Ms. Bednarski, seconded by Mr. Finch, the facilities usage fee waiver request from the South Shore All Abilities Playground was unanimously approved as presented.

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

Director of Finance / Operations Mr. Jonathan Mitchell reported on the following:

1) The 2017-2018 Enrollment Update was presented for review and discussion.
2) Business Manager Mitchell presented a draft of the 2017 Annual Meeting Notice and Budget Approval for review. Discussion ensued. Upon motion by Mr. Boknevitz, seconded by Mr. Finch, the 2017 Annual Meeting Notice and Budget were unanimously approved.
3) The updated 2017-2018 Employee Benefit Handbook was presented for review and discussion. Upon motion by Ms. Bednarski, seconded by Mr. Finch, the 2017-2018 Employee Benefit Handbook was unanimously approved as presented.
4) The updated 2017-2018 Crisis Safety Plan was presented for review and discussion. Upon motion by Ms. Bednarski, seconded by Mr. Finch, the 2017-2018 Crisis Safety Plan was unanimously approved as presented.
5) An update on the progress of student online registration was presented to the Board.
6) In a recent review of needs within the school buildings, the District recognized a need to balance the availability of technology in core academic classes at the High School. After researching, it was determined that in order to provide adequate technology resources, the High School will need to add sixty (60) Chromebooks and two (2) Chromebook carts. Pricing was presented for the purchase of sixty (60) Chromebook devices and two (2) Chromebook carts. Discussion ensued. Upon motion by Mr. Boknevitz, seconded by Ms. Bednarski, the purchase was unanimously approved as presented.
7) Minutes from the recent Facilities Study Committee meeting that took place on July 26, 2017 was presented for review. Future tentative meeting dates are August 23rd or August 30th (contingent upon availability with Bray Architects) from 6:00 p.m. to 8:00 p.m. in the St. Francis High School Library.

Superintendent Peuse reported on the following:

1) The Board reviewed the Academic & Career Planning Flowchart, Basics and Components presented by Administration. Discussion ensued. Upon motion by Mr. Boknevitz, seconded by Mr. Finch, the Academic & Career Planning Framework was unanimously approved as presented.
2) The 2017-2018 District Goals & Priorities document was presented for review. The updated version of this document creates a clearer visual that should assist in continuing to align all aspects of work with the long-term outcomes for the school community. Discussion ensued. This agenda item will be brought back to the next regular meeting on August 21, 2017 for further review and approval.
3) The All Staff Welcome Back Breakfast / In-Service is scheduled for August 28, 2017.
School Board President Boknevtz highlighted on upcoming important dates:

1) St. Francis Days’ Parade / Activities
2) 2017 WASB Fall Regional Meeting – October 17, 2017

COMMUNICATIONS / COMMENTS FROM VISITORS: None

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

Approved by:

[Signature]
Chris Finch
School Board Clerk

[Signature]
Robert G. Boknevtz
Board President
President Boknevitz took roll call at 5:54 p.m.

At approximately 5:54 p.m. and upon motion by Mr. Boknevitz, seconded by Ms. Shafer, 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, administrative compensation adjustments and Superintendent evaluation.

**PRESENT:** Board Members Boknevitz, Iwanski, Bednarski, Finch, Shafer, and Superintendent Peuse

**VISITOR:** Director of Finance & Operations Mitchell

The Board reconvened into open session at approximately 6:42 p.m., taking the following action:

Upon motion by Mr. Boknevitz, seconded by Ms. Shafer, the Board moved unanimously to approve the administrative compensation adjustments as discussed in closed session. Superintendent Peuse and Director of Finance & Operations Mitchell offered to freeze their salary adjustments for the 2017-2018 school year.

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

**PRESENT:** Board Members Boknevitz, Iwanski, Bednarski, Finch, Shafer, Superintendent Peuse and Director of Finance & Operations Mitchell

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

Superintendent Peuse 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 July 10, 2017. 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. Boknevitz, seconded by Mr. Finch, the following consent agenda action items were approved.

- The minutes of the June 19, 2017 School Board special and regular meeting(s).
- Accounts payable expenditures totaling $307,529.42 and payroll/payroll-related expenditures totaling $586,254.80.
- Personnel Items:
  - Administration's recommendation to deny the 2018 leave of absence request from Lynn Steirke, High School Secretary.
  - The appointment of Olivia Garniss as Secondary Math Teacher for the 2017-2018 school year.
  - The appointment of Andrew Daniels as Custodial / Maintenance Coordinator for the 2017-2018 school year.
The following athletic appointments for the 2017-2018 school year:

**Football**
- Kyle Beaumont, Frosh Football Coach (5+ Yrs/.50 Position) 1,770.00
- Robert Braam, Asst. Football Coach (0-5 Yrs/.50 Position) 1,631.50
- Jeremy Gemig, Asst. Football Coach (5+ Yrs) 3,540.00
- Dave Santi, Asst. Football Coach (5+ Yrs) 3,540.00
- Doug Servier, Head Football Coach (5+ Yrs) 4,696.00
- Bob Sliwinski, Frosh Football Coach (0-5 Yrs/.50 Position) 1,601.50

**Cheerleading**
- Lisa Jarosh, Cheerleading Coach (Fall / Winter 5+ Yrs) 3,193.00

**Poms**
- Rachael Obst, SFHS Poms Coach (Fall / Winter 0-5 Yrs) 2,652.00
- Rachael Obst, DC Poms Coach (Fall Season – 0-5 Yrs) 1,173.00

**Tennis**
- Mike King, Girls Head Tennis Coach (5+ Years) 3,540.00
- Nikki Schuster, JV Tennis Coach (5+ Yrs.) 2,836.00

**Volleyball**
- Mark Pugel, Volleyball JV Coach (5+Yrs) 2,836.00
- Melissa Zeman, Frosh Volleyball Coach (5+Yrs) 2,836.00

Upon motion by Mr. Bokneitz, seconded by Mr. Finch, NEOLA Special Update – USDA Early Release – May/June 2017 was unanimously approved as presented.

Upon motion by Mr. Bokneitz, seconded by Ms. Shafer, the 2017-2018 Fall Recreation Program booklet was unanimously approved as presented.

Upon motion by Mr. Bokneitz, seconded by Mr. Finch, the 2017-2018 School Resource Officer Agreement was unanimously approved as presented.

Upon motion by Mr. Bokneitz, seconded by Ms. Bednarski, the facilities usage fee waiver request from the St. Francis Police Department was unanimously approved as presented.

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

Director of Finance / Operations, Mr. Jonathan Mitchell reported on the following:

1) The financial report for the month of June was presented for review and discussion.
2) Updated information on the 2017-2018 budgetary refinement was presented for review and discussion.
3) The 2017-2018 Enrollment Update was presented for review and discussion.
4) An update on the progress of the formation of a new Facilities Study Committee was presented. The first meeting is scheduled for July 26, 2017 from 6:00 p.m. to 8:00 p.m. in the St. Francis High School Library.
5) In late 2016, Administration began searching for additional ways to provide support for our students and families related to areas such as mental health and wellness. Through the District’s research and through additional investigation with other school districts, the District was able to make contact with professional services in conjunction with Aurora Health Care’s Student and Family Assistance Program (SFAP). The Board reviewed the proposal from Aurora Health Care. Discussion ensued. This item will be brought back for further review and possible approval at a future Board meeting.
6) Director of Finance / Operations Mitchell presented the 2016-2017 Business Office Scorecard Report(s) for 4th quarter to include updates on budgetary tracking, substitute fill rates and response to technology needs.

Superintendent Peuse reported on the following:

1) Superintendent Peuse presented the District’s “Annual Report on Seclusion & Restraint with Students” and reported that District Policy and procedures are in alignment with the Individuals with Disabilities Education Act, as amended and Wis. Stats. Chapter 115 and 118 (115.787 and 118.305). Upon motion by Mr. Bokneitz, seconded by Ms. Shafer, the “Annual Report on Seclusion & Restraint with Students” was unanimously approved as presented.
2) Annually, an agenda item on the first board meeting of the school year (after July 1) related to notice of academic standards adopted by the Board must be posted per State Statute 118.03(1g)(a1). Additionally, the District is required to notify parents of these standards, as well as, provide an electronic posting via the school district website per State Statute 120.12(13). The Board was
presented with the recommendation for meeting this requirement to include verbiage that would be posted to the District’s website. Upon motion by Mr. Boknevitz, seconded by Mr. Finch, the Notice of Academic Standards was unanimously approved as presented.

3) A team of educators from across the District has been working to create an Academic & Career Planning Framework which would capture current and future efforts to create an inclusive, yet streamlined, plan for students and families to follow regarding their future career and college pathways. The Academic & Career Planning Framework is also a statutorily required process to meet Wisconsin Department of Public Instruction’s guidelines starting in the 2017-2018 school year. The Board reviewed the Academic & Career Planning Flowchart, Basics and Components presented by Administration. As this is a starting point for the District, there is a summer work session scheduled and an update will be presented to the Board at a future meeting.

4) Proposed School Board meeting dates for the 2017-2018 school year was presented for review. Upon motion by Mr. Boknevitz, seconded by Mr. Finch, the 2017-2018 School Board meeting calendar was unanimously approved.

School Board President Boknevitz highlighted on upcoming important dates:

1) St. Francis National Night Out – August 2, 2017 – 6:00 PM to 9:30 PM
2) St. Francis Days’ Parade / Activities

COMMUNICATIONS / COMMENTS FROM VISITORS: None

Upon motion by Mr. Boknevitz, seconded by Mr. Finch, the President declared the regular meeting adjourned at 8:48 p.m.

Approved by:

Chris Finch
School Board Clerk

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

PRESENT:  Board Members Bokneitz, Iwanski, Bednarski, Finch, Shafer, Superintendent Peuse and Director of Finance & Operations Mitchell

VISITORS:  One (1) public visitor (sign-in sheets retained in official minute book)

Superintendent Peuse 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 June 19, 2017. 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. The recommendation to appoint Nathan Penn as Math Teacher for the 2017-2018 school year was removed as an agenda item.

Upon motion by Mr. Bokneitz, seconded by Mr. Finch, the following consent agenda action items were approved. Board Members Bokneitz, Iwanski, Finch and Shafer voted aye. Board Vice President abstained from voting.

- The minutes of the June 5, 2017 School Board regular meeting.
- Accounts payable expenditures totaling $108,746.85 and payroll/payroll-related expenditures totaling $442,346.08.
- Personnel Items:
  - The letter of resignation from Aren Peuling, Summer Custodial Assistant effective June 12, 2017.
  - The contract increase from .50 FTE to 1.0 FTE for Mary Lemke, Primary School Teacher for the 2017-2018 school year.
  - The appointment of Stacey Wink as Special Education Teacher for the 2017-2018 school year.
  - The appointment of Jacob Jahneke as Secondary Business Education Teacher for the 2017-2018 school year.
  - The following new appointment(s) to the K-8 Summer School / Cool Program:
    - Jacob Bednarski – Robotics / Tech Program
    - Francesca Chiaverotti – Summer School Teacher Aide
    - Alex Reid – Robotics / Tech Program
  - The following new appointment(s) to the 9-12 Summer School Program:
    - Ariane Fischer – Special Education Paraprofessional

Upon motion by Mr. Bokneitz, seconded by Mr. Finch, the 2017-2018 Stipend Compensation for Additional Assignments was unanimously approved as presented.

Upon motion by Mr. Bokneitz, seconded by Ms. Bednarski, the 2017-2018 Wisconsin Association of School Boards Membership renewal was unanimously approved as presented.
Upon motion by Mr. Bokneitz, seconded by Ms. Bednarski, the 2017-2018 WIAA Senior High Membership renewal was unanimously approved as presented.

Upon motion by Mr. Bokneitz, seconded by Mr. Iwanski, the grounds usage request from the St. Francis 4th of July Commission was unanimously approved as presented.

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION

NEOLA Special Update – USDA Early Release – May 2017 (1st reading) was presented for review and discussion:

Section 6000 – Finances
- Policy 6152 – Student Fees, Fines and Charges (Revised)

Section 8000 – Operations
- Policy 8500 – Food Services (Revised)
- AG 8500A – Procedure for Charged Meals (New)

Discussion ensued. NEOLA Special Update – USDA Early Release – May 2017 (1st reading) will be brought back to the July 10, 2017 regular meeting for a second reading and approval.

Director of Finance / Operations Mr. Jonathan Mitchell reported on the following:

1) An update on the progress of the District’s loan application with the Board of Commissioners of Public Lands (BCPL) State Trust Fund Loan Program was presented. The BCPL State Trust Fund Loan Program received final approval of the District’s loan application by the Board of Commissioners of Public Lands at a meeting held on June 6, 2017.

2) The 2017-2018 Preliminary Budget was presented for review and approval. Discussion ensued. Upon motion by Mr. Bokneitz, seconded by Ms. Bednarski, the 2017-2018 Preliminary Budget was unanimously approved as presented.

3) Property insurance, liability insurance and worker’s compensation insurance renewal information for the 2017-2018 school year was presented for discussion and approval. Property insurance reflects a decrease of $890; liability insurance reflects an increase of $362; and the worker’s compensation mod increased from 1.14 to 1.32 and reflects an increase of $10,764 due to higher payrolls, as well as, an increase in losses from 2014-15 and 2015-16 school years. Discussion ensued. Upon motion by Mr. Bokneitz, seconded by Ms. Bednarski, the property insurance, liability insurance and worker’s compensation renewal(s) for the 2017-2018 school year was unanimously approved as presented.

4) An update on the progress of the formation of a new Facility Planning Committee was presented. The goal of this committee is to review the recently completed facilities study, review the financial landscape of the District, tour building facilities, and provide feedback and advisory direction for the Board on next steps in maintaining District Facilities.

Superintendent Peuse reported on the following:

1) The 2017-2018 Fall Recreation Program booklet was presented for review. Proposed revisions include changing Level 1 Swim to “no fee” for St. Francis residents and assessing a $20.00 fee for non-residents. The booklet will be revised to incorporate the proposed changes and brought back to the next regular School Board meeting on July 10, 2017 for further review and approval.

2) The St. Francis School District received notification that all of its schools, Willow Glen Primary (PK-3); Deer Creek Intermediate (4-8); and the St. Francis High School (9-12) are recipients of the 2016-2017 Wisconsin RtI Center School of Merit designation. This acknowledgement is based on accomplishments through the implementation of excellent Positive Behavior Interventions and Support (PBIS) practices correlating directly with our District goal of Kinder and More Compassionate Schools.

School Board President Bokneitz highlighted on upcoming important dates:

1) July 4th Parade / Activities
2) St. Francis Days’ Parade / Activities
3) WASB 2017 Summer Leadership Institute

COMMUNICATIONS / COMMENTS FROM VISITORS: None

Upon motion by Mr. Bokneitz, seconded by Mr. Finch, the President declared the regular meeting adjourned at 7:34 p.m.

Approved by:

[Signature]
Chris Finch
School Board Clerk

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

SCHOOL BOARD SPECIAL MEETING
HELD IN THE ST. FRANCIS HIGH SCHOOL LIBRARY
June 19, 2017

APPROVED MINUTES

President Bokneitz called the special meeting to order at 6:16 p.m.

PRESENT: Board Members Bokneitz, Bethnarski, Iwanski, Finch, Shafer, Superintendent Peuse and Director of Finance & Operations Mitchell

VISITORS: One (1) public visitor (sign-in sheets retained in official minute book)

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

A motion was made by Ms. Shafer, seconded by Mr. Iwanski to approve the special meeting agenda for June 19, 2017. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

COMMUNICATIONS TO THE BOARD: None

COMMENTS FROM VISITORS: None

ACTION ITEMS:

Upon motion by Mr. Bokneitz, seconded by Mr. Iwanski, the Performance Contract was unanimously approved as follows:

NOTICE OF INTENT TO AWARD A GUARANTEED ENERGY PERFORMANCE CONTRACT. Pursuant to Wis. Stat. Section 66.0133(2)(b) and (c), the Board will receive the required Report relating to proposed Facility Upgrades in the District’s buildings, from either Performance Services, Inc. or Trane U.S., Inc. based upon the RFP responses, and verify that the Report contains a guarantee specifying a minimum amount by which energy and operational costs to the District will be reduced if the work and services identified in the Report are undertaken and that the costs to the District for implementation do not exceed the estimated savings.

Upon motion by Mr. Bokneitz, seconded by Ms. Shafer, the Resolution to Approve Energy Efficiency Exemption was unanimously approved as follows:

In addition, pursuant to Wis. Stat. Section 66.0133(3), NOTICE IS HEREBY GIVEN that the District intends to enter into a Guaranteed Energy Performance Contract (as defined in that statute) with an entity that responded to the District’s Request for Proposals (RFP), either Performance Services, Inc. or Trane U.S., Inc. based upon RFP responses, for a performance contract as identified in the RFP and Report. The proposed upgrades will provide substantial utility and operational cost avoidance benefits to the District by lowering energy and operational costs currently consumed by the existing systems. The proposed upgrades are identified and can be located on the District’s website for review at www.stfrancisschools.org labeled, “Proposed Upgrades.”

There were no communications or comments from visitors.

Upon motion by Mr. Bokneitz, seconded by Ms. Shafer, the President declared the special meeting adjourned at 6:30 p.m.

Approved by:

[Signatures]

Chris Finch
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
June 5, 2017

APPROVED MINUTES

President Boknevitz took roll call at 6:02 p.m.

At approximately 6:03 p.m. and upon motion by Mr. Boknevitz, seconded by Mr. Finch, 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, maintenance position evaluation.

PRESENT: Board Members Boknevitz, Iwanski, Bednarski, Finch, Shafer, and Superintendent Peuse

VISITOR: Director of Finance & Operations Mitchell

The Board reconvened into open session at approximately 6:31 p.m., taking the following action:

Upon motion by Mr. Boknevitz, seconded by Ms. Shafer, the Board moved unanimously to approve the proposed changes to the maintenance position as discussed in closed session.

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

PRESENT: Board Members Boknevitz, Iwanski, Bednarski, Finch, Shafer, Superintendent Peuse and Director of Finance & Operations Mitchell

VISITORS: Two (2) public visitors (sign-in sheets retained in official minute book)

Superintendent Peuse 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 June 5, 2017. 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 Ms. Bednarski, seconded by Ms. Shafer, the following consent agenda action items were unanimously approved:

- The minutes of the May 15, 2017 School Board regular meeting.
- Accounts payable expenditures totaling $134,816.72 and payroll/payroll-related expenditures totaling $194,402.19.
- Personnel Items:
  - The following new appointment(s) to the K-8 Summer School / Cool Program:
    - Elizabeth Gregg – Summer School Teacher Aide
    - Jessica Bell – Summer Cool Poms
    - Isabel Swanson – Summer Cool Poms
  - The following new appointment(s) to the St. Francis Recreation Department:
    - Jared Roymaker – Recreation Worker
    - Joshua Wendlick – Recreation Worker
• Eric Zembruski – Recreation Worker
  • The following new appointment(s) as Summer Assistants:
    • Sam Pipp (Custodial)
    • Tom Smith (Technology)
    • Jarod Todryk (Custodial)
  • The following athletic appointment:

**Strength & Conditioning**
- Keenan Summilin, Head Coach $3,570.00

Upon motion by Mr. Bokneitz, seconded by Mr. Finch, the 2017-2018 Teacher Supplemental Pay Recommendations were unanimously approved as presented.

Upon motion by Mr. Bokneitz, seconded by Ms. Bednarski, the 2017-2018 YMCA Contract was unanimously approved as presented.

Upon motion by Mr. Bokneitz, seconded by Ms. Shafer, the following District donation was unanimously approved as presented:
- $20.00 monetary donation from Mrs. Katherine Fisher designated towards the St. Francis High School Cheer Team.

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

Director of Finance / Operations, Mr. Jonathan Mitchell reported on the following:

1) An update on the progress of the Act 32 Energy Efficiency RFP was presented to the Board. The Board made a recommendation for initial PSI contract.

2) An update on the progress of the District’s loan application with the Board of Commissioners of Public Lands State Trust: Fund Loan Program was presented. The terms on the loan are for up to 5 years at 3% interest. The District would have the ability to prepay the loan at any time, and if approved, the District can loan a lesser amount from the State Trust Fund Loan than the full $4,000,000 authority. If approved, it does not obligate the District to borrow funds should the Board reject all bids for Performance Contracts.

3) Health and dental insurance plan renewal information was shared with the Board. Medical/RX cost projections for 2017-2018 indicate an increase of 1.4%. Dental cost projections for 2017-2018 indicate an increase of 3.0%. No changes to life or short-term disability rates. Discussion ensued. Upon motion by Mr. Bokneitz, seconded by Mr. Finch, the health and dental insurance plan renewals were unanimously approved as presented.

4) Since 2014, the District has partnered with VIP Pictures for Elementary/Intermediate School yearbook services, school staff photography, as well as, graduation pictures. The District sought bids this Spring and received bid proposals from VIP Pictures and School & Sports Pics. Upon consideration of both proposals, the District is recommending the 3-year renewal with VIP Pictures. Upon motion by Ms. Bednarski, seconded by Ms. Shafer, the 3-year renewal with VIP Pictures was unanimously approved.

5) The District’s current landscaping contract with F&W Landscaping ends June 30, 2017. The District sought proposals from three (3) area vendors for a new contract covering July 1, 2017 through June 30, 2020. Additionally, the RFP was posted on the District Business Office website for other qualified vendors to review. The District is recommended to renew the contract with F&W Landscaping. Upon motion by Ms. Shafer, seconded by Ms. Bednarski, the contract renewal with F&W Landscaping was unanimously approved.

6) The Board reviewed proposed 2017-2018 High School course fees. Based on District files, the last time course fees were reviewed was for the 2008-2009 school year. Discussion ensued. Upon motion by Mr. Bokneitz, seconded by Ms. Bednarski, the proposed High School course fees for the 2017-2018 school year were unanimously approved as presented.

7) The District is seeking St. Francis community members who are interested in serving on a Facility Planning Committee. The goal of this committee is to review the recently completed facilities study, review the financial landscape of the District, tour building facilities, and provide feedback and advisory direction for the Board on next steps in maintaining District Facilities. The time commitment would be 1-2 meeting(s) per month for a 6 month period, beginning in July 2017 and tentatively ending in January 2018, with advisory recommendations being proposed to the Board of Education. Interested community members should contact Ms. Lisa Jarosh, District Secretary at (414)747-3901 or e-mail ljarosh@sfsd.k12.wi.us.

Superintendent Peuse reported on the following:

1) Summer music programming was approved by the Board at the April 3, 2017 meeting with the proposed dates for the program running from June 19-July 21, 2017. High School Summer Music Program Instructor, Mr. Paul Oestreich is requesting an adjustment to the previously approved program dates due to a conflict with a personal professional learning opportunity. Upon motion by Mr. Bokneitz, seconded by Mr. Iwanski, the High School Music Program adjustment to the timeframe of July 17, 20-17 to August 18, 2017 was unanimously approved as presented.

2) Each year, the St. Francis School District works with CESA #1 with relation to services that tend to be more economical to be provided through CESA Services rather than employing a person or people in specific need areas. The proposed 2017-2018 CESA
#1 contract was presented for review and discussion. Upon motion by Ms. Bednarski, seconded by Mr. Bokneitz, the proposed contract with CESA #1 for the 2017-2018 school year was unanimously approved as presented.

3) The St. Francis School District has been an excellent supporter of the annual St. Francis National Night Out. This yearly event is an outstanding opportunity to build and maintain partnerships with our students, families and community. As in past years, the District is recommending a $500.00 donation to the St. Francis Police Department to assist in the sponsorship of St. Francis National Night Out. Upon motion by Mr. Bokneitz, seconded by Mr. Iwanski, the $500.00 National Night Out donation to the St. Francis Police Department was unanimously approved.

School Board President Bokneitz highlighted on upcoming important dates:

1) High School Class of 2017 Graduation Program – June 8, 2017
2) New Student Barbeque – June 14, 2017 – 5:00 PM to 7:00 PM
3) July 4th Parade / Activities
4) St. Francis Days’ Parade / Activities
5) WASB 2017 Summer Leadership Institute

COMMUNICATIONS / COMMENTS FROM VISITORS: None

Upon motion by Mr. Bokneitz, seconded by Mr. Finch, the President declared the regular meeting adjourned at 7:59 p.m.

Approved by:

Chris Finch
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  
May 15, 2017  

APPROVED MINUTES  

President Bokneitz took roll call at 5:48 p.m.  

At approximately 5:50 p.m. and upon motion by Mr. Bokneitz, seconded by Mr. Finch, 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, Deer Creek Principal candidate.  

PRESENT:  Board Members Bokneitz, Iwanski, BednarSKI, Finch, and Superintendent Peuse  

EXCUSED:  Board Member Shafer  

VISITOR:  Director of Finance & Operations Mitchell  

The Board reconvened into open session at approximately 6:10 p.m., taking the following action:  

Upon motion by Mr. Bokneitz, seconded by Mr. Iwanski, the Board moved unanimously to approve the 2017-2019 administrative contract for Ms. Anna Young as presented in closed session.  

President Bokneitz call the work session portion of the meeting to order at 6:11 p.m.  

PRESENT:  Board Members Bokneitz, Iwanski, BednarSKI, Finch, Superintendent Peuse and Director of Finance & Operations Mitchell  

EXCUSED:  Board Member Shafer  

The Board reviewed items related to the Bray Architect Study.  

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

PRESENT:  Board Members Bokneitz, Iwanski, BednarSKI, Finch, Superintendent Peuse and Director of Finance & Operations Mitchell  

EXCUSED:  Board Member Shafer  

VISITORS:  Building Principal(s) Blochowiak and Pogorzelski; Mr. Dave Maccoux – Schenck, S. C.; four (4) public visitors (sign-in sheets retained in official minute book)  

Superintendent Peuse 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 May 15, 2017. Motion was unanimously approved.  

PLEDGE OF ALLEGIANCE  

COMMUNICATIONS TO THE BOARD:  None  

COMMENTS FROM VISITORS:  None  

SPECIAL PRESENTATION BY WILLOW GLEN PRINCIPAL / C&I DIRECTOR, MRS. LAURIE POGORZELSKI  

Willow Glen Principal Pogorzelski gave a brief update on the progress of Willow Glen's initiatives for 2016-2017. The update included highlights on Willow Glen's culture and learning; assessment and data collection and how the data is being used to create action plans for student achievement.
AUDIT PRESENTATION BY MR. DAVE MACCOUX – SCHENCK, S.C.:

Mr. David Macoux, a representative from Schenck, S.C. reviewed the District’s 2015-2016 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. Bokneitz, seconded by Ms. Bednarsi, the 2015-2016 Audit Report was approved as presented.

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

- The minutes of the May 1, 2017 School Board regular meeting.
- The minutes of the May 8, 2017 School Board special meeting.
- Accounts payable expenditures totaling $98,535.72 and payroll/payroll-related expenditures totaling $187,248.68
- Personnel Items:
  - The letter of resignation from Pam Piciclo, Primary School Teacher effective June 9, 2017.
  - The following new appointment to the St. Francis Recreation Department:
    - Kelsey Roets – Lifeguard
  - The following staff for the K-8 Summer School Program:
    - Dawn Dufton – Supportive Reading (grades 2 and 4)*
    - Cathy Chiavrotti – Special Education Paraprofessional (1st session only)
  - The following appointments for the Grades 9-12 Summer School Program:
    - Joe Bianchi – Math
    - Zachary Koehn – English
    - Nikki Schuster – Credit Recovery / Social Studies

*Replaces previous appointment for Ashley Goeb approved at the 4/24/17 meeting.

Upon motion by Mr. Bokneitz, seconded by Mr. Finch, the 2018 Costa Rica field trip request was unanimously approved contingent upon an appropriate chaperone ratio compliant with Board Policy.

Upon motion by Mr. Bokneitz, seconded by Mr. Finch, the St. Francis High School Cross Country field trip request was unanimously approved contingent upon an appropriate chaperone ratio compliant with Board Policy.

Upon motion by Ms. Bednarsi, seconded by Mr. Finch, the Facilities / Grounds Usage Fee Waiver Request from the St. Francis Days’ Committee was approved as presented. Board Members Bokneitz, Bednarsi and Finch voted aye. Board Treasurer Iwanski abstained from voting.

Upon motion by Ms. Bednarsi, seconded by Mr. Finch, the following District donations were unanimously approved as presented:

- $120.00 monetary donation from Mrs. Sandi Lewandowski designated towards the purchase of basketball hoops in memory of Dr. Guy Powell.
- $200.00 monetary donation from Mrs. Susan Shafer designated towards the purchase of basketball hoops in memory of Dr. Guy Powell.
- $25.00 monetary donation from Ms. Rachael Deuman designated towards the purchase of basketball hoops in memory of Dr. Guy Powell.
- $25.00 monetary donation from Lakeside Chiropractic designated towards the purchase of basketball hoops in memory of Dr. Guy Powell.
- $175.00 monetary donation from the St. Francis Civic Association designated towards the St. Francis High School National Honor Society.
- $200.00 monetary donation from the Lighthouse Activities Crew designated towards the SFHS BUILD Program.

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION

Director of Finance / Operations, Mr. Jonathan Mitchell reported on the following:

1) The financial report for the month of April was presented for review and discussion.
2) Updated information on the 2017-2018 budgetary refinement was presented for review and discussion.
3) The 2017-2018 Enrollment and Staffing Plan was presented for review and discussion.
4) The District’s request for a loan application with the Board of Commissioners of Public Lands State Trust Fund Loan Program has been approved. Upon motion by Mr. Bokneitz, seconded by Ms. Bednarski, the “Resolution Authorizing a General Obligation Borrowing with the Board of Commissioners of Public Lands State Trust Fund Loan Program” was unanimously approved as follows:

Notice is hereby given to the qualified voters of the School District of St. Francis, in the County(ies) of Milwaukee, Wisconsin, that the following resolution was adopted by the School District Board at a regular meeting of the Board on the 15th day of May, 2017.

WHEREAS, by the provisions of Sections 24.66 (3) and 67.12 (12), Wisconsin Statutes, school districts in Wisconsin are authorized to borrow money.

NOW, THEREFORE, be it resolved that the School District of Saint Francis, in the County(ies) of Milwaukee, Wisconsin, incur indebtedness of Four Million and 00/100 Dollars ($4,000,000.00) from the Trust Funds of the State of Wisconsin for the purpose of financing energy efficiency projects. The loan is to be repaid within 5 years in annual installments with interest at the rate of 3.00 percent per annum, payable annually as provided by law. A tax shall be levied on all the taxable property in the District to make payments of principal and interest as they become due.

The resolution may be inspected at the office of the administrator during regular hours: 7:30 a.m. to 3:30 p.m.

5) Health and dental insurance plan renewal information was shared with the Board. Medical/RX cost projections for 2017-2018 indicate an increase of 1.4%. Dental cost projections for 2017-2018 indicate an increase of 3.0%. No changes to life or short-term disability rates. Upon motion by Mr. Bokneitz, seconded by Mr. Finch, the Health Risk Assessment staff documentation was unanimously approved for immediate distribution. Health and Dental Insurance Plan renewal(s) will be brought back to the next regular meeting for further review and approval.

6) The District has identified network switches as in the highest need of upgrading. Representatives from CISCO reviewed the District’s current network environment and submitted a scope of work to convert the current High School network switches installed in 2010 to CISCO Meraki switches. By making this change to the Meraki model, it will further simplify the District’s network configuration. Funding for this proposed upgrade will be split between E-Rate and the District’s Technology Equipment budget. Upon motion by Bokneitz, seconded by Ms. Bednarski, the High School Network Switches Project pending the approval of E-Rate funding of at least $20,000 was unanimously approved.

7) To improve the District’s substitute fill-rate, an analysis of absences/vacancies over the past two years was conducted utilizing data from the Teachers-on-Call website and presented to the Board for review. The objective was to look for trends and then identify and develop solutions to put in place.

8) The YMCA of Metro-Milwaukee currently contracts to provide before and after-school day care programs at Willow Glen Primary School and Deer Creek Intermediate School. The 2017-2018 YMCA contract was presented for review. Discussion ensued. This agenda item will be brought back to the next regular School Board meeting for approval.

9) The Board reviewed a detailed Food Service Program report detailing the variance vs. the 2015-2016 school year.

Superintendent Peuse reported on the following:

1) Updates to the 2017-2018 Employee Handbook was presented for Board review and approval. As the District prepares for the 2017-2018 school year, the Employee Handbook must be updated to reflect any changes that need to occur as a result of negotiations, legal updates or other areas that need updating in order to meet the operational needs of the District. A new section, “Requesting a Substitute” was added, as well as, additional language was included to current Policies 3216 and 4216, “Staff Dress and Grooming.” Discussion ensued. Upon motion by Mr. Bokneitz, seconded by Mr. Finch, the proposed updates to the 2017-2018 Employee Handbook was unanimously approved as presented.

2) The District is recommending a contract with CESA 1 for Reading Services for the 2017-2018 school year. During the 2016-2017 school year, the District attended to literacy needs by utilizing two (2) Literacy Consultants facilitated through CESA 1 and feels confident re-entering into a similar partnership with CESA 1 for the 2017-2018 school year. Upon motion by Ms. Bednarski, seconded by Mr. Finch, the 2017-2018 CESA 1 Contract for Reading Services was unanimously approved as presented.

3) The Southeastern Wisconsin Educator Project (SWEP) Consortium Agreement was presented for review and approval. SWEP has been a great resource for the District as it continues to build, maintain, and refine the new teacher mentoring and support processes. Discussion ensued. Upon motion by Mr. Bokneitz, seconded by Ms. Bednarski, the SWEP Consortium Agreement for the 2017-2018 school year was unanimously approved.

4) Superintendent Peuse gave a brief update on Packard Avenue Construction Project.
School Board President Boknevitz highlighted on upcoming important dates:

1) WASB / School Perceptions Annual Board Development Tool
2) St. Francis Civic Association Scholarship Dinner – May 23, 2017
3) NHS Induction / Senior Awards Night – May 24, 2017
4) End-of-Year Staff Celebration – May 31, 2017
5) High School Class of 2017 Graduation Program – June 8, 2017

COMMUNICATIONS / COMMENTS FROM VISITORS: None

Upon motion by Mr. Boknevitz, seconded by Mr. Finch, the President declared the regular meeting adjourned at 8:51 p.m.

Approved by:

Chris Finch
School Board Clerk

Robert G. Boknevitz
Board President
President Boknevitiz called the special meeting to order at 5:32 p.m.

PRESENT: Board Members Boknevitiz, Iwanski, Finch, Shafer, Superintendent Peuse and Director of Finance & Operations Mitchell

EXCUSED: Board Vice President Bednarski *

VISITORS: Mr. Phil Hohlweck – PMA Financial Network; no public visitors (sign-in sheets retained in official minute book)

*The order of the agenda was reorganized to accommodate the late arrival of Vice President Bednarski.

Superintendent Peuse 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. Shafer to approve the agenda for May 8, 2017. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

COMMUNICATIONS TO THE BOARD: None

COMMENTS FROM VISITORS: None

ACTION ITEMS:

Upon motion by Mr. Boknevitiz, seconded by Mr. Finch, the resignation letter of Angela Peterson, High School Teacher/Intervention Specialist was unanimously approved. Board Vice President Bednarski was not present for vote.

Upon motion by Mr. Boknevitiz, seconded by Mr. Finch, the FTE Reduction Agreement for the High School Art Teacher position was unanimously approved as presented. Board Vice President Bednarski was not present for vote.

Vice President Bednarski arrived to the meeting and the Board moved to agenda items #6 through #8.

ELECTION OF OFFICERS:

Upon motion by Mr. Iwanski, seconded by Mr. Finch, Robert Boknevitiz was unanimously elected School Board President.

Upon motion by Mr. Boknevitiz, seconded by Mr. Finch, Amanda Bednarski was unanimously elected School Board Vice President.

Upon motion by Mr. Boknevitiz, seconded by Mr. Finch, Russell Iwanski was unanimously elected School Board Treasurer.

Upon motion by Mr. Boknevitiz, seconded by Mr. Iwanski, Chris Finch was unanimously elected School Board Clerk.

Upon motion by Mr. Boknevitiz, seconded by Ms. Bednarski, Mr. Chris Finch was appointed representative of the St. Francis School District to the Cooperative Educational Services Agency #1 2017 Annual Convention.

Board Vice President Bednarski was appointed the Wisconsin Association of School Board Delegate. President Boknevitiz was appointed the Wisconsin Association of School Board Alternate Delegate. Board Member Shafer was appointed the Wisconsin Association of School Board Legislative Liaison.

ACTION ITEMS (continued):

Upon motion by Mr. Boknevitiz, seconded by Mr. Finch, the Reports from QualifiedESCO were unanimously approved as presented.

Upon motion by Mr. Boknevitiz, seconded by Mr. Iwanski, the “Resolution Authorizing the Borrowing of Not to Exceed $4,000,000; and Providing for the Issuance and Sale of General Obligation Promissory Notes” was unanimously approved.
CLOSED SESSION TO PUBLIC:

At approximately 6:40 p.m. and upon motion by Mr. Boknevitz, seconded by Ms. Shafer, the Board adjourned into closed session according to Wisconsin State Statute 19.85 (1)(c) for considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically, Superintendent evaluation.

PRESENT: Board Members Boknevitz, Iwanski, Bednarski, Finch, and Shafer

EXCUSED: Superintendent Peuse and Director of Finance & Operations Mitchell

The Board reconvened into open session at approximately 8:31 p.m., taking no action.

Upon motion by Mr. Boknevitz, seconded by Mr. Iwanski, the President declared the special meeting adjourned at 8:32 p.m.

Approved by:

Chris Finch
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 1, 2017  

APPROVED MINUTES  

President Boknevitz took roll call at 6:00 p.m.

At approximately 6:01 p.m. and upon motion by Mr. Boknevitz, seconded by Ms. Shafer, 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 (f) for considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons...which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations.

Specifically, Deer Creek Principal candidate(s) and update on preliminary non-renewals / reductions for 2017-2018.

PRESENT: Board Members Boknevitz, Iwanski, Bednarski, Finch, Shafer, and Superintendent Peuse

VISITOR: Director of Finance & Operations Mitchell

The Board reconvened into open session at approximately 6:28 p.m., taking the following action:

Upon motion by Mr. Boknevitz, seconded by Ms. Shafer, the Board moved unanimously to rescind the notice of preliminary non-renewal as discussed in closed session per: State Statute 118.23.

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

PRESENT: Board Members Boknevitz, Iwanski, Bednarski, Finch, Shafer, Superintendent Peuse and Director of Finance & Operations Mitchell

VISITORS: SFHS Building Principal Blochowiak; SFSD Staff – Maggie Krochaik; no public visitors (sign-in sheets retained in official minute book)

Superintendent Peuse 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 May 1, 2017. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

COMMUNICATIONS TO THE BOARD: None

COMMENTS FROM VISITORS: None

The Special Presentation by Willow Glen Principal / Curriculum & Instruction Director Mrs. Lauris Pogorzelski was deferred until the May 15, 2017 regular meeting.

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

- The minutes of the April 18, 2017 School Board work session.
- The minutes of the April 24, 2017 School Board meeting.
- Accounts payable expenditures totaling $112,608.41 and payroll/payroll-related expenditures totaling $176,361.67.
Personnel Items:

- The appointment of David Beebe as part-time High School Supervisory Aide for the 2016-2017 school year.
- The 2017 Family and Medical Leave request for Judy Savick, Primary School Counselor.*
- The 2017 Family and Medical Leave request for Jill Savick, High School Counselor.*

*Personnel items included in Board packet, but reunited from final recommendations in error.

Upon motion by Mr. Bokneitz, seconded by Mr. Finch, the 2017-2018 Contract Renewals were unanimously approved as presented.

Upon motion by Mr. Bokneitz, seconded by Mr. Finch, the WERMC Revised 2017-2018 Agreement was unanimously approved as presented.

Upon motion by Mr. Bokneitz, seconded by Ms. Shafer, the following District donation was unanimously approved as presented:

- $10.30 monetary donation from Mr. Timothy Schuelke designated to the SFHS Cheer Team.

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION

Director of Finance/Operations, Mr. Jonathan Mitchell reported on the following:

1) Update information on the 2016-2017 budgetary refinement was presented for review and discussion.
2) Updated information on the 2017-2018 budgetary refinement was presented for review and discussion.
3) The preliminary 2017-2018 Enrollment and Staffing Plan was presented for review and discussion. Non-resident Open Enrollment applications applying to attend the St. Francis School District (both approved and denied), as well as, resident applications applying to attend non-resident school district(s) were reviewed.
4) Flooring asbestos abatement proposals for the St. Francis High School and Willow Glen Primary School were presented for review and approval. Upon motion by Mr. Bokneitz, seconded by Ms. Bednarski, the flooring asbestos abatement proposals were unanimously approved as presented.

Superintendent Peuse reported on the following:

1) A document titled, “St. Francis School District Instructional Framework” was shared with the Board for review and discussion. The evidence and research base from Douglas Fisher, Nancy Frey and John Hattie’s “Visible Learning” will assist in implementing a system in which students build skills to become more responsible for their learning. As a result, moving to a Gradual Release of Responsibility Framework will help teachers move to a more facilitative role in the classroom. Discussion ensued.
2) School Nutrition Week is May 1-5, 2017.
3) The District will sponsor a staff luncheon on May 9, 2017 in observance of Teacher/Staff Appreciation Week – May 8-12, 2017.

School Board President Bokneitz highlighted on upcoming important dates:

1) St. Francis Civic Association Scholarship Dinner – May 23, 2017
2) NHS Induction/ Senior Awards Night – May 24, 2017
3) End-of-Year Staff Celebration – Date to be determined.
4) High School Graduation Program – June 8, 2017

COMMUNICATIONS/COMMENTS FROM VISITORS: None

Upon motion by Mr. Bokneitz, seconded by Mr. Finch, the President declared the regular meeting adjourned at 7:40 p.m.

Approved by:

Chris Finch
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
April 24, 2017

APPROVED MINUTES

President Boknevitz took roll call at 6:00 p.m.

At approximately 6:02 p.m. and upon motion by Mr. Boknevitz, seconded by Ms. Shafer, 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 (f) for considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons…which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations.

Specifically, personnel issues, potential staff non-renewals / reductions for 2017-2018.

PRESENT: Board Members Boknevitz, Iwanski, Bednarski, Finch, Shafer, and Superintendent Peuse

VISITOR: Director of Finance & Operations Mitchell

The Board reconvened into open session at approximately 6:55 p.m., taking no action.

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

PRESENT: Board Members Boknevitz, Iwanski, Bednarski, Finch, Shafer, Superintendent Peuse and Director of Finance & Operations Mitchell

VISITORS: SFHS Building Principal Blochowiak; SFSD Staff – Chris Piper; no public visitors

(sign-in sheets retained in official minute book)

Superintendent Peuse 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 April 24, 2017. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

COMMUNICATIONS TO THE BOARD: None

COMMENTS FROM VISITORS: None

DEER CREEK MEMORIALS IN REMEMBRANCE OF DR. GUY POWELL by MR. CHRISTOPHER PIPER

SPECIAL PRESENTATION BY ST FRANCIS HIGH SCHOOL PRINCIPAL – MRS. CASEY BLOCHOWIAK

Principal Blochowiak gave a brief presentation on the St. Francis High School’s priorities and performance. Highlights on student enrollment and achievement were presented to the Board.

OATH OF OFFICE:

School Board Clerk, Christopher Finch, administered the Oath of Office to re-elected Board Member, Robert G. Boknevitz. Newly elected Board Members officially take office April 24, 2017.

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

- Minutes of the April 3, 2017 regular School Board meeting
Accounts payable expenditures totaling $187,692.95 and payroll/payroll-related expenditures totaling $465,186.47.

Personnel Items:

- The resignation of Monique Jahnke, Lunch/Playground Supervisor effective April 13, 2017.
- The following new appointments for the K-8 Summer School Program:
  - Angelica Davis - Once Upon a Time
  - Brett Pickarts - Summer Tech Academy
- The following returning staff for the K-8 Summer School Program:
  - Monica Bastardo – Supportive Reading (grades 6-8) / Middle School Success
  - Lee Dernfeld – Teacher-in-Charge
  - Kayla Bieschke – Supportive Math (grades 2, 6-8)
  - Rachael Dauman – Life Skills
  - Mike DeGroot – Adventure Education / Outdoor Appreciation
  - Michelle Engman – Technologic / Living Las Vidas
  - Cassandra Gauthier, Math Workshop (grades 1-6)
  - Ashley Goeb – Supportive Reading (grades 2 and 4)
  - Jasmine Gould – Master Chef / Books and Cooks Aide
  - Peter Graven – Summer Tech Academy Supervisor
  - Catrina Grosz – Model Car Building / Red Cross Babysitting
  - Misty Hadaway – Supportive Reading (grades 1, 3 and 5)
  - Ashley Hansen – Special Education Paraprofessional
  - Joe Hanson – Reader’s Workshop (grades 1-6)
  - Kelli Krall – Turning Pages Book Club / Spin a Yarn
  - Sandi Landowski – Special Education Paraprofessional
  - Debbie Legwinski – Master Chef / Books and Cooks
  - Kristi Otto – Music Rocks / Intermediate Choir
  - Michelle Renaud – All About Art / Pint-Sized Picasso’s
  - Emily Seefeld – I’m Going to School / Safety Academy
  - Mike Seefeld – Life Skills
  - Eileen Wagner – Supportive Math (grades 1, 4 and 5)
  - Brad Williams – Hands-On Science
  - Melissa Zeman – Fun and Games

Upon motion by Mr. Boknevitiz, seconded by Ms. Bednarski, the Preliminary Notice of Contract Renewal(s) were unanimously approved as presented in closed session.

Upon motion by Mr. Boknevitiz, seconded by Ms. Shafer, the 2016-2017 Budgetary Transfers were unanimously approved.

Upon motion by Mr. Boknevitiz, seconded by Mr. Iwanski, the Act 32 – Energy Efficiency Projects – Request for Proposal was unanimously approved.

Upon motion by Ms. Bednarski, seconded by Ms. Shafer, the 2017-2018 Food Service Management Contract renewal was approved as presented. Board Members Bednarski, Iwanski, Finch and Shafer voted aye. Board Member Boknevitiz abstained from the vote.

Upon motion by Mr. Boknevitiz, seconded by Mr. Finch, the St. Francis School District Employee Handbook – Attachment E revision was unanimously approved as presented.

Upon motion by Mr. Boknevitiz, seconded by Ms. Bednarski, the Facilities Usage Fee Waiver Request was unanimously approved as presented.

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

A discussion took place on the proposed Deer Creek Memorials in remembrance of Dr. Guy Powell. Upon motion by Mr. Boknevitiz, seconded by Ms. Shafer, the Board unanimously approved a matching contribution of $2,100.00 towards the Deer Creek Memorials in remembrance of Dr. Guy Powell.

Director of Finance/Operations, Mr. Jonathan Mitchell reported on the following:

1) Updated information on the 2017-2018 budgetary refinement was presented for review and discussion.
2) The preliminary 2017-2018 Enrollment and Staffing Plan was presented for review and discussion.
3) The Board received an update on the 2017-2018 Open Enrollment application progress for both incoming and outgoing applications. Discussion ensued. Upon motion by Mr. Boknevitz, seconded by Mr. Iwanski, the Board unanimously approved to increase Open Enrollment seats at the following grade levels: K5 – increase from 5 to 10 new regular education seats; grade 10 – increase from 5 to 15 new regular education seats; and grade 11 – increase from 5 to 15 new regular education seats.

4) The Board reviewed the revised WERMC Agreement for the 2017-2018 school year. The Board received an update on the progress and development of the District’s Risk Management Program. Successful risk management programs are a result of being proactive in developing a safety culture within the organization to meet the goals set out in policy. Currently, the District is a member of the WERMC Risk Management Consortium to provide additional expertise to guide the District in building safety culture. This agenda item will be brought back to the next regular meeting on May 1, 2017 for Board approval.

5) In determining lunch fees, the District considers the Federal reimbursement rate and the cost of operations. Over time, the lunch fee charged by the District must equal the Federal reimbursement rate in that year. Currently, the Federal reimbursement rate is 3.16. The District charges $2.45 for grades K-8; and $2.65 for grades 9-12. Based on budget projections, Administration is recommending a 5 cent increase per the Wisconsin Department of Public Instruction price equity calculation. The overall goal of the District is to operate and maintain a Food Service Program that has high participation and is self-sustaining. Upon motion by Mr. Boknevitz, seconded by Ms. Shafer, the proposed 5 cent student lunch fee increase was unanimously approved as presented.

6) Director of Finance / Operations Mitchell presented the 2016-2017 Business Office Scorecard Report(s) to include updates on budgetary tracking, substitute fill rates and response to technology needs.

Superintendent Peuse reported on the following:

1) Superintendent Peuse presented an update on the applicant search for the position of Principal at Deer Creek Intermediate School. The Interview Committee will be conducting a second round of interviews this week.

2) Southeastern Wisconsin School Alliance continues to provide an excellent opportunity to discuss the ongoing changes in legislation and educational policy across the region and the State. Director of Finance / Operations Mitchell and Superintendent Peuse testified at the recent Joint Finance Committee Hearing held at the Wisconsin State Fair Park on Wednesday, April 5, 2017. St. Francis was joined by many other school district representatives and board members from Brown Deer, Kettle Moraine, Greenfield, Shorewood, and Hartford. St. Francis utilized their individual time speaking on the significant budget refinements taking place with our District, and how even with the Governor’s proposal, St. Francis is projecting a sizeable budget deficit for the 2017-2018 school year.

3) Superintendent Peuse presented Superintendent Scorecard Report(s) to include updates on the following:
   - Gradual Release of Responsibility (GRR) Implementation
   - Ongoing Accreditation Expectations
   - State Accountability Report Card Progress
   - Effective Usage of the Educator Effectiveness Model

4) St. Francis National Night Out is scheduled for Wednesday, August 2, 2017 from 6:00 to 9:30 p.m. at Vretenar Park.

Board President Boknevitz reported on the following:

1) The formal process for the School Board Officer elections was discussed.

COMMUNICATIONS / COMMENTS FROM VISITORS: None

Upon motion by Mr. Boknevitz, seconded by Ms. Shafer, the President declared the regular meeting adjourned at 8:53 p.m.

Approved by:

Chris Finch
School Board Clerk

Robert G. Boknevitz
Board President
President Boknevitz called the work session to order at 5:45 p.m.

PRESENT: Board Members Boknevitz, Bednarski, Iwanski, Finch, Shafer, Superintendent Peuse and Director of Finance & Operations Mitchell

VISITORS: Mr. Michael Hacker – Bray Architects; no public visitors (sign-in sheets retained in official minute book)

*Board Vice President Bednarski was excused for the early part of the meeting and arrived at 8:00 p.m.

Superintendent Peuse 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 April 18, 2017. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

Information was presented and discussion ensued on the following work session topics in conjunction with long-range financial planning for the District:

1) Long-Range Maintenance Plan – Bray Architect Study Process Update
2) All Funds Report
3) Tax Levy Report
4) Review of PMA Model
5) Staffing, Enrollment and Class Sizes for 2017-2018
6) Budget Checklist
7) Energy Exemption Possibilities
8) Open Enrollment Seats for 2017-2018

At the close of the work session, there were no further directives or requests from Board. The Board and Administration will continue their study and schedule additional work sessions as needed.

Upon motion by Mr. Boknevitz, seconded by Ms. Shafer, the President declared the work session adjourned at 8:37 p.m.

Approved by:

Chris Finch
School Board Clerk

Robert G. Boknevitz
School Board President
President Boknevitz took roll call at 6:02 p.m.

At approximately 6:02 p.m. and upon motion by Mr. Boknevitz, seconded by Ms. Shafer, the Board adjourned into closed session according to Wisconsin State Statute 19.85 (1)(c) for considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically, Superintendent evaluation; and,

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

PRESENT: Board Members Boknevitz, Iwanski, Bednarski, Finch, Shafer, and Superintendent Peuse

The Board reconvened into open session at approximately 6:25 p.m., taking the following action:

Upon motion by Mr. Boknevitz, seconded by Mr. Iwanski, the resignation agreement was unanimously approved as presented in closed session.

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

PRESENT: Board Members Boknevitz, Iwanski, Bednarski, Finch, Shafer, Superintendent Peuse and Director of Finance & Operations Mitchell

VISITORS: SFSD Staff – Gerriann Crawley; no public visitors (sign-in sheets retained in official minute book)

Superintendent Peuse 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 April 3, 2017. 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 Ms. Bednarski, seconded by Mr. Finch, the following consent agenda action items were unanimously approved:

- The minutes of the March 20, 2017 regular School Board meeting.
- Accounts payable expenditures totaling $152,422.75 and payroll/payroll-related expenditures totaling $370,826.73.
- Personnel Items:
  - The resignation of Balitta Almqquist, Lunch / Playground Supervisor effective March 31, 2017.
Upon motion by Mr. Bokneitz, seconded by Ms. Bednarski, NEOLA Update – Volume 26, No. 1 – Administrative Guidelines (3rd reading) was unanimously approved as presented.

Upon motion by Mr. Bokneitz, seconded by Mr. Finch, NEOLA Information and Technology – Phase I – December 2016 (3rd reading) was unanimously approved as presented.

Upon motion by Mr. Bokneitz, seconded by Mr. Finch, NEOLA Update – Volume 26, No. 1 – Administrative Guidelines – Employee Wellness Program (2nd reading) was unanimously approved as presented.

Upon motion by Ms. Bednarski, seconded by Mr. Finch, the St. Francis School District Grades 9-12 Summer School and Music Program was unanimously approved as presented.

Upon motion by Mr. Bokneitz, seconded by Ms. Shafer, the District Goals and Priorities document was unanimously approved as presented.

Upon motion by Mr. Bokneitz, seconded by Mr. Finch, the St. Francis High School International Club field trip request to Chicago, Illinois (contingent upon appropriate chaperone ratio compliant with Board Policy) as presented.

Upon motion by Mr. Bokneitz, seconded by Ms. Shafer, the following District donation was unanimously approved as presented:

- $306.00 monetary donation from Mr. David Todryk designated towards the Boys’ Tennis Fund to be utilized for apparel and banquet.

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION

Director of Finance / Operations, Mr. Jonathan Mitchell reported on the following:

1) Budget Transfers are approved as needed at the Board level. Due to modifications made through budgetary refinement, coding corrections required and realignment of resources due to under spend in certain line item areas; the District is in need of having a budget transfer approved for 2016-2017. Director of Finance & Operations Mitchell provided detail on specific line item for the Board to review. This agenda item will be brought back to the next regular meeting for approval.

2) Updated information on the 2017-2018 budgetary refinement was presented for review and discussion.

3) The preliminary 2017-2018 Enrollment and Staffing Plan was presented for review and discussion.

4) The Board received an update on the 2017-2018 Open Enrollment application progress for both incoming and outgoing applications. Discussion ensued.

5) Director of Finance & Operations Mitchell provided an update regarding the possibility of Act 32 – Energy Efficiency Projects via a revenue limit exemption. This exemption may be eliminated in the 2017-2019 Biennium Budget, so if this is something the Board is interested in there would likely need to be action prior to June 30, 2017. Director Mitchell provided a list of needed upgrades which qualify for energy efficiency, such as, HVAC, roofing and windows.

6) In June 2015, the Board approved the 2015-2018 Technology Plan. The District continues to work to make technology infrastructure simple, lean and reliable. The primary focus with the Technology Plan is to have a nimble document that allows the District to adjust as technology standards change. This school year, an additional chrome cart for Business Education and Grade Level Cart for Willow Glen was added. The St. Francis High School received a SMART Touch screen monitor for use in their Life Skills classroom. Discussion ensued.

7) The 2017-2018 Chartwells Food Service Management contract renewal was presented for review. Chartwells is proposing a 2.4% increase on Management and Administrative fees which matches the Bureau Labor and Statistics CPI for Food Away from Home. Locally, this increase of 2.4% equals approximately $800.00. Given the profitability of the program and the allocation of management resources the last three years to ensure this program continues to sustain, the District is recommending approval of the contract renewal. This agenda topic will be brought back to the next regular meeting for approval.

8) The District received a quote from Northway Fence for the purchase and installation of wind slats for the St. Francis High School tennis courts. The total cost which includes labor, equipment and materials, is $11,470.00. Discussion ensued. Upon motion by Mr. Bokneitz, seconded by Ms. Bednarski, the purchase and installation of wind slats for the St. Francis High School tennis courts were unanimously approved as presented.

Superintendent Peuse reported on the following:

1) The St. Francis School District, in conjunction with the Cudahy School District, applied for, and received a Peer Review Mentor Grant (PRMG) 66.03 Agreement through the Wisconsin Department of Public Instruction (DPI). The PRMG is designed to allot monetary resources through grants for school districts or consortium of district to provide opportunities for teachers and administrators to participate in ongoing training. Discussion ensued. Upon motion by Mr. Bokneitz, seconded by Mr. Finch, the Peer Review Mentor Grant 66.03 Agreement was unanimously approved as presented.

2) Superintendent Peuse presented an update on the applicant search for the position of Principal at Deer Creek Intermediate School. The interview process will be taking place over the next couple of weeks.

3) St. Francis National Night Out is scheduled for Wednesday, August 2, 2017 from 6:00 to 9:30 p.m. at Vrenena Park.
Board President Boknevitz shared the following important upcoming dates:

1) School Board Vice President, Ms. Amanda Bednarski will lead the Board of Canvassers for the General Election held on Tuesday, April 4, 2017.

2) A School Board work session meeting has been scheduled on April 18, 2017 from 5:30 p.m. to 8:30 p.m. in the St. Francis High School Library. The purpose of this work session is to discuss the facilities study.

COMMUNICATIONS / COMMENTS FROM VISITORS: None

Upon motion by Mr. Boknevitz, seconded by Mr. Finch, the President declared the regular meeting adjourned at 8:53 p.m.

Approved by:

Chris Finch
School Board Clerk

Robert G. Boknevitz
Board President
President Boknevitiz took roll call at 6:17 p.m.

At approximately 6:17 p.m. and upon motion by Mr. Boknevitiz, seconded by Mr. Finch, 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, administrative agreement for interim Principal placement.

PRESENT: Board Members Boknevitiz, Bednarski, Finch, Shafer, and Superintendent Peuse

EXCUSED: Board Treasurer Iwanski

VISITORS: Director of Finance & Operations – Mr. Jonathan Mitchell

The Board reconvened into open session at approximately 6:33 p.m., taking the following action:

Upon motion by Mr. Boknevitiz, seconded by Ms. Bednarski, the proposed Administrator long-term assignment was unanimously approved as presented in closed session.

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

PRESENT: Board Members Boknevitiz, Bednarski, Finch, Shafer, Superintendent Peuse and Director of Finance & Operations Mitchell

EXCUSED: Board Treasurer Iwanski

VISITORS: Building Administrator(s) – Mr. Tom Seidl, Mrs. Casey Blochowiak; SFS Staff – Teri Bartsch; one (1) public visitors (sign-in sheets retained in official minute book)

Superintendent Peuse 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 March 20, 2017. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

COMMUNICATIONS TO THE BOARD:

A note of appreciation from the Walter Stover family on the sympathies expressed by the District on the recent passing of a family member.

A note of appreciation from the Jackie Mandelin family on the sympathies expressed by the District on the recent passing of a family member.

COMMENTS FROM VISITORS:

Mr. Bob Prusinski addressed the Board on State Statute 118.35.

CONSENT AGENDA ACTION ITEMS:

President Boknevitiz 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. Finch, the following consent agenda action items were unanimously approved:

- The minutes of the March 6, 2017 regular School Board meeting.
- Accounts payable expenditures totaling $416,858.67 and payroll/payroll-related expenditures totaling $217,291.40.
Personnel Items:
- The resignation of Kelly Carr, Special Education Paraprofessional effective April 4, 2017.
- The appointment of Jessica Kluck as part-time Special Education Paraprofessional for the 2016-2017 school year.
- The appointment of Kimberly Gersonde as part-time Supervisory Aide for the St. Francis High School for the 2016-2017 school year (contingent upon completion of acceptable background check).

The Youth Options Program request was removed from the agenda.

Upon motion by Mr. Boknevitz, seconded by Mr. Finch, the 2017 Summer School / Cool Program Booklet was unanimously approved.

Upon motion by Mr. Boknevitz, seconded by Ms. Shafer, NEOLA Update – Volume 26, No. 1 – Policy 6150 Tuition Income (3rd reading) was unanimously approved as presented.

NEOLA Update – Volume 26, No. 1 – Administrative Guidelines (2nd reading) was tabled for further review until the next regular meeting.

NEOLA Information and Technology – Phase I – December 2016 (2nd reading) was tabled for further review until the next regular meeting.

Upon motion by Mr. Boknevitz, seconded by Mr. Finch, the 2017-2018 Student Fee Schedule recommendation was unanimously approved as presented.

Upon motion by Mr. Boknevitz, seconded by Mr. Finch, the facilities usage fee waiver request from the Willow Glen / Deer Creek PTO was unanimously approved as presented.

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION

NEOLA Update – Volume 26, Number 1 – Administrative Guidelines (1st reading) was presented for review and discussion:

Section 1000 – Administration
  - 1619 – Employee Wellness Program (New)

Section 3000 – Professional Staff
  - 3419 – Employee Wellness Program (New)

Section 4000 – Support Staff
  - 4419 – Employee Wellness Program (New)

Discussion ensued. NEOLA Update – Volume 26, Number 1 – Administrative Guidelines – Employee Wellness Program will be brought back to the April 3, 2017 regular meeting for a second reading and approval.

The 2017 Summer School and Music Program for grades 9-12 was presented for review and discussion. The 2017 Summer School and Music Program for grades 9-12 will be brought forward for approval at the next regular Board meeting.

Director of Finance / Operations, Mr. Jonathan Mitchell reported on the following:

1) The financial report for the month of February was presented for review and discussion.
2) Updated information on the 2017-2018 budgetary refinement was presented for review and discussion.
3) The preliminary 2017-2018 Enrollment and Staffing Plan was presented for review and discussion.

School Board Vice President Bečinarski was excused from the meeting at approximately 7:44 p.m.

Superintendent Peuse reported on the following:

1) The Board reviewed an updated document titled; “District Goals and Priorities,” which creates a clear visual that will assist in continuing to align all aspects of the District’s work with long-term outcomes for the school community. Discussion ensued. This agenda item will be brought back to the next regular meeting for Board approval.
2) During the AdvancED Accreditation process, the District was presented with distinct opportunities to grow. The noted areas were split into “Improvement Priorities” and “Opportunities for Improvement.” The expectation is that the Improvement Priorities are addressed within a 2-year window from final accreditation to keep the District on track for re-accreditation in the next 5-year cycle. The District’s Interim Progress Report is due on May 1, 2017. The Board reviewed an update on the District’s three “Improvement Priorities” and three “Opportunities for Improvement” areas.
3) The St. Francis Civic Association Spaghetti Dinner is scheduled for Sunday, April 2, 2017 in the St. Francis High School cafeteria.
Board President Boknevitlz shared the following important upcoming dates:

1) A designated Board member will coordinate the canvassing of election ballots after the Spring Election on April 4, 2017.
2) Information on upcoming Wisconsin Association of School Boards Academy Workshop(s) was shared with the Board.
3) The Board discussed potential future dates for a Board work session to discuss the facilities study.

COMMUNICATIONS / COMMENTS FROM VISITORS: None

Upon motion by Mr. Boknevitlz, seconded by Ms. Shafer, the President declared the regular meeting adjourned at 8:09 p.m.

Approved by:

[Signatures]

Chris Finch
School Board Clerk

Robert G. Boknevitlz
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  
March 6, 2017

APPROVED MINUTES

President Boknevitz took roll call at 6:16 p.m.

At approximately 6:17 p.m. and upon motion by Mr. Boknevitz, 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, specifically, administrative benefits discussion and process for interim Principal placement.

PRESENT: Board Members Boknevitz, Bednarski, Iwanski, Finch, Shafer, and Superintendent Peuse

VISITORS: Director of Finance & Operations – Mr. Jonathan Mitchell

The Board reconvened into open session at approximately 6:33 p.m., taking no action.

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

PRESENT: Board Members Boknevitz, Bednarski, Iwanski, Finch, Shafer, Superintendent Peuse and Director of Finance & Operations Mitchell

VISITORS: Building Administrator – Mrs. Casey Blochowiak; no public visitors (sign-in sheets retained in official minute book)

Superintendent Peuse 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 February 20, 2017. 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. Boknevitz, seconded by Mr. Iwanski, the following consent agenda action items were unanimously approved:

- The minutes of the February 20, 2017 regular School Board meeting.

- Accounts payable expenditures totaling $123,911.24 and payroll/payroll-related expenditures totaling $377,424.30.

- Personnel items.

  - The resignation of Casey Zager, Supervisory Aide effective March 10, 2017.

Upon motion by Mr. Boknevitz, seconded by Mr. Finch, the Board reaffirmed prior approval of the facilities usage fee waiver request from the Office of Senator Chris Larson.

Upon motion by Mr. Boknevitz, seconded by Mr. Finch, the facilities usage fee waiver request from the Willow Glen / Deer Creek PTO was unanimously approved as presented.

Upon motion by Mr. Boknevitz, seconded by Mr. Finch, NEOLA Policy Update – Volume 26, No. 1 (2nd reading) was unanimously approved as presented with the removal of Policy 6150 – Tuition Income pending further review.

Upon motion by Ms. Bednarski, seconded by Mr. Finch, the 2017-2018 Calendar recommendation was unanimously approved as presented.
Upon motion by Mr. Bokneveitz, seconded by Mr. Finch, the Waste Removal Bid Proposal was unanimously approved as presented.

Upon motion by Mr. Bokneveitz, seconded by Mr. Finch, the Youth Options Program request for Alexander Reid was approved as presented. The Youth Options Program request for Nikolaus Prusinski will be brought back to the next regular meeting for approval.

Upon motion by Mr. Bokneveitz, seconded by Mr. Finch, the St. Francis Recreation Dance Program field trip request in Spring 2018 to Disney World in Orlando, FL was unanimously approved contingent upon an appropriate chaperone ratio compliant with Board Policy.

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION

NEOLA Update – Volume 26, Number 1 – Administrative Guidelines (1st reading) was presented for review and discussion:

Section 1000 – Administration
- 1421 – Federal Group Health Continuation / COBRA (New)
- 1619 – Employee Wellness Program (New)
- 1623 – Section 504/ADA – Prohibition Against Disability Discrimination in Employment

Section 3000 – Professional Staff
- 3120A – Selection of Professional Personnel
- 3123 – Section 504/ADA – Prohibition Against Disability Discrimination in Employment
- 3140 – Resignation (New)
- 3170 – Substance Abuse (Revised/Renumbered)
- 3170B – Employee Assistance Program (Delete)
- 3419 – Employee Wellness Program (New)
- 3421 – Federal Group Health Insurance Continuation / COBRA (Replacement)

Section 4000 – Support Staff
- 4123 – Section 504/ADA – Prohibition Against Disability Discrimination in Employment
- 4170 – Substance Abuse (Revised/Renumbered)
- 4170B – Employee Assistance Program (Delete)
- 4419 – Employee Wellness Program (New)
- 4421 – Federal Group Health Continuation / COBRA (Replacement)

Section 5000 – Students
- 5111.01 – Homeless Students (Replacement)
- 5111.03 – ESSA Children and Youth in Foster Care (New)
- 5530 – Drug Prevention

Section 6000 – Finances
- 6700 – Fair Labor Standards Act

Section 8000 – Operations
- 8330 – Student Records
- 8340 – Providing a Reference (Delete)

Section 9000 – Relations
- 9270 – Home-Based Private Education Students

Discussion ensued. NEOLA Update – Volume 26, Number 1 – Administrative Guidelines will be brought back to the March 20, 2017 regular meeting for a second reading and approval.

NEOLA – Information and Technology Phase I – December 2016 (1st reading) to include the following policies and administrative guidelines were presented for review and discussion:

Bylaws
- 0100 – Definitions

Section 7000 – Property
- 7540 – Technology
- AG 7540A – Staff and Student Training Regarding the Internet (New)
- 7540.01V1 – Technology Privacy
- 7540.01V2 – Technology Privacy
- 7540.02 – Web Content, Services and Apps
- AG 7540.02 – Web Content and Functionality Specifications
Discussion ensued. NEOLA – Information and Technology Phase I – December 2016 (1st reading) will be brought back to the March 20, 2017 regular meeting for a second reading and approval.

The 2017 Summer School Program for grades K-8 was presented for review and discussion. The 2017 Summer School Program will be brought forward for approval at the next regular Board meeting.

The 2017 Recreation Department Summer Cool Program for grades K-8 was presented for review and discussion. The 2017 Recreation Department Summer Cool Program will be brought forward for approval at the next regular Board meeting.

Director of Finance / Operations, Mr. Jonathan Mitchell reported on the following:

1) Updated information on the 2016-2017 budgetary refinement was presented for review and discussion.
2) The proposed 2017-2018 Student Fee Schedule was presented for review. At previous meetings, the Board reviewed fee information for St. Francis and other Milwaukee area school districts. Information on costs incurred by the District in which fees can be charged was presented for review. Administration is recommending the elimination of the mandatory student athletic admission fee for High School students. In lieu of, an optional pass would be available for purchase by students if they want to attend a number of games at a discount. Discussion ensued. This agenda item will be re-visited at the March 20, 2017 meeting for approval.
3) The Board received an update on the 2017-2018 Open Enrollment application progress for both incoming and outgoing applications. Discussion ensued.
4) In February, the Director of Finance & Operations Annual Performance Survey was sent to all staff for their input. Survey questions were on a 5 point scale (1=Strongly Disagree to 5=Strongly Agree). Forty-seven (47) staff members responded versus 55 staff members in 2016. The Board reviewed survey comparative ratings of 2016 versus 2017.

Superintendent Peuse reported on the following:

1) The area that the District continues to endeavor toward is creating a more streamlined approach as to how the District communicates and puts into action the Goals, Systems, and Priorities that are so important to continuous improvement. The District has created an updated document titled; “District Goals and Priorities,” which creates a clear visual that will assist in continuing to align all aspects of the District’s work with long-term outcomes for the school community.
2) The Willow Glen / Deer Creek PTO are sponsoring a memorial event in honor of Dr. Guy Powell on March 10, 2017 from 3:00 p.m. to 7:00 p.m. at Deer Creek Intermediate School.
3) The St. Francis Civic Association Spaghetti Dinner is scheduled for Sunday, April 2, 2017 in the St. Francis High School cafeteria.

Board President Boknevitz shared the following important upcoming dates:

1) WASB 2017 Day at the Capitol – March 15, 2017 – The Monona Terrace & State Capitol Building

COMMUNICATIONS / COMMENTS FROM VISITORS: None

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

Approved by:

Chris Finch
School Board Clerk

Robert G. Boknevitz
Board President
President Boknevitz took roll call at 6:15 p.m.

At approximately 6:15 p.m. and upon motion by Mr. Boknevitz, seconded by Ms. Shafer, the Board adjourned into closed session according to Wisconsin State Statute 19.85 (1)(c) for considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically, Superintendent evaluation and administrative contract(s).

**PRESENT:** Board Members Boknevitz, Bednarski, Iwanski, Finch, Shafer, and Superintendent Peuse

The Board reconvened into open session at approximately 6:38 p.m., taking the following action:

Upon motion by Mr. Boknevitz, seconded by Ms. Bednarski, the administrative contracts were unanimously approved as presented in closed session.

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

**PRESENT:** Board Members Boknevitz, Bednarski, Iwanski, Finch, Shafer, Superintendent Peuse and Director of Finance & Operations Mitchell

**VISITORS:** Building Administrator – Mrs. Casey Blochowiak; SFSD Staff – Ms. Nikki Schuster; two (2) public visitors (sign-in sheets retained in official minute book)

Superintendent Peuse 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 20, 2017. Motion was unanimously approved.

**PLEDGE OF ALLEGIANCE**

Superintendent Blake Peuse requested a moment of silence in remembrance of Deer Creek Principal, Dr. Guy Powell.

**COMMUNICATIONS TO THE BOARD:**

A note of appreciation from the Kloppenburg family on sympathies expressed by the District on the recent passing of a family member.

**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. Boknevitz, seconded by Ms. Shafer, the following consent agenda action items were unanimously approved:

- The minutes of the February 6, 2017 regular School Board meeting.
- Accounts payable expenditures totaling $23,232.85 and payroll/payroll-related expenditures totaling $523,311.16.
- Personnel Items:
  - The following athletic appointment(s) for the 2016-2017 school year:
    - **Baseball**
      - Richard Sykes Head Coach (5+) .50 FTE $1,770.00
      - Tom O’Connell Head Coach (5+) .50 FTE $1,770.00
      - Nick Spaciali JV Coach (0-5) $2,561.00
      - Joe Wirtz Freshman Coach (0-5) $2,561.00
### Softball
- Tim Smith Head Coach (0-5) $3,203.00
- Jeff Martin JV Coach (0-5) $2,561.00

### Tennis
- Mike King Head Coach (5+) $3,540.00
- Jesse Blunt JV Coach (0-5) $2,561.00

### Track
- George Logic Head Coach (5+) $4,606.00
- Nikki Schuster (5+) $2,836.00
- Bob Sliwinski (0-5) $2,561.00
- Jeremy Gemig (5+) $2,836.00
- Emily Schanl 1/2 contract (0-5) $2,561.00

### Golf
- Dave Santi Head Coach (5+) $3,540.00
- Jim Dorlack JV Coach (5+) $2,836.00

Administrative contract renewal(s) were approved as presented in closed session.

Upon motion by Ms. Bednarski, seconded by Mr. Iwanski, the facilities usage fee waiver request from the St. Francis Civic Association was approved as presented. President Bokneutz abstained from voting.

Upon motion by Ms. Bednarski, seconded by Ms. Shafer, the following District donation was unanimously approved:

- Ludwig Standard Copper Timpani (set of four valued at approximately $9,000.00) from the St. Francis Music Booster Association designated towards the St. Francis School District Music Program.

### REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION

District goals and priorities were tabled for review until the next regular meeting on March 6, 2017.

NEOLA Update – Volume 26, Number 1 (1st reading) to include the following policies and administrative guidelines was presented for review and discussion:

#### Bylaws and Policies
- Bylaw 0100 – Definitions (Revised)
- Bylaw 0151.2 – Required Student Academic Standards Agenda Item (New)

#### Section 1000 – Administration
- 1461 – Unrequested Leaves of Absence / Fitness for Duty (Revised)
- 1619 – Group Health Plans (Revised)
- 1619.01 – Privacy Protections of Self-Funded Group Health Plans (New)
- 1619.03 – Patient Protection and Affordable Care Act (New)

#### Section 2000 – Program
- 2370 – Educational Options (Revised)
- 2413 – Health Education (Revised)
- 2460.03 – Independent Educational Evaluation (New)

#### Section 3000 – Professional Staff
- 3120 – Employment of Professional Staff (Revised)
- 3120.01 – Job Descriptions (Revised)
- 3124 – Employment Contract (Revised)
- 3140 – Termination, Non-Renewal and Resignation (Revised)
- 3160 – Physical Examination (Revised)
- 3161 – Unrequested Leaves of Absence / Fitness for Duty (Revised)
- 3310 – Employee Expression in Non-Instructional Settings (Revised)
- 3419 – Group Health Plans (Revised)
- 3419.01 – Privacy Protections of Self-Funded Group Health Plan (Revised)
- 3419.03 – Patient Protection and Affordable Care Act (New)
- 3430 – Leaves of Absence (Revised)
Section 4000 – Support Staff
• 4120 – Employment of Support Staff (Revised)
• 4120.01 – Job Descriptions (Revised)
• 4160 – Physical Examination (Revised)
• 4161 – Unrequested Leaves of Absence / Fitness for Duty (Revised)
• 4310 – Employee Expression in Non-Instructional Settings (Revised)
• 4419 – Group Health Plans (Revised)
• 4419.01 – Privacy Protections of Self-Funded Group Health Plan (Revised)
• 4419.03 – Patient Protection and Affordable Care Act (New)

Section 5000 – Students
• 5111.01 – Homeless Students (Replacement)
• 5111.03 – Children and Youth in Foster Care (New)
• 5341 – Emergency Medical Authorization (Revised)
• 5530 – Drug Prevention (Revised)
• 5780 – Student / Parent Rights (Revised)

Section 6000 – Finances
• 6145 – Borrowing (Revised)
• 6150 – Tuition Income (Revised)
• 6350 – Prevailing Wage Coordinator (Delete)
• 6700 – Fair Labor Standards Act (Revised)

Section 8000 – Operations
• 8330 – Student Records (Revised)
• 8340 – Providing a Reference (Replacement)
• 8500 – Food Services (Revised)
• 8531 – Free and Reduced-Price Meals (Revised)

Section 9000 – Relations
• 9160 – Public Attendance at School Events (Revised)

Discussion ensued. NEOLA Update – Volume 26, Number 1 will be brought back to the March 6, 2017 regular meeting for a second reading and approval.

Director of Finance / Operations, Mr. Jonathan Mitchell reported on the following:

1) Updated information on the 2016-2017 budgetary refinement was presented for review and discussion.

2) The proposed 2017-2018 Student Fee Schedule was presented for review. At previous meetings, the Board reviewed fee information for St. Francis and other Milwaukee area school districts. Information on costs incurred by the District in which fees can be charged was presented for review. Administration is recommending to eliminate the mandatory student athletic admission fee for High School students. In lieu of, an optional pass would be available for purchase by students if they want to attend a number of games at a discount. Discussion ensued. This agenda item will be re-visited at the March 6, 2017 meeting for further discussion and possible approval.

3) Lunch Program fees for the 2017-2018 school year was presented for discussion. In March 2016, the District chose to increase meal prices by 5 cents per student in grades K-12 and 25 cents for adult meals. The Board reviewed a comparison of pricing in the area. Discussion ensued. This agenda item will be re-visited at the March 6, 2017 meeting for further discussion and possible approval.

4) Director of Finance & Operations, Mr. Jonathan Mitchell presented an update on the 10-Year Maintenance Plan and the process of the long-range study by Bray Architects.

5) A 3-year extension of the insurance consultant agreement with Hays Companies was presented for review. Five years ago, Hays Companies offered the lowest rate of the five vendors that bid with the District. Hays Companies has moved the District's benefit programming in a positive direction and Administration is recommending the continuation of services. The 3-year extension agreement also provides an opt-out with 60 days notice at the end of each year. This agenda item will be re-visited at the March 6, 2017 meeting for approval.

6) The Board reviewed a roof condition evaluation proposal from Interstate Roof Systems Consultants, Inc. Included with the roof condition evaluation, a visual examination of in-place roofing materials, surfacing, flashings, and sheet metal is conducted. The proposal also included a price discount if all three school buildings are evaluated in one project. Upon motion by Mr. Boonieville, seconded by Mr. Finch, the roofing consultant proposal with Interstate Roof Systems Consultants, Inc. was unanimously approved as presented.

7) The St. Francis School District is seeking proposals for contracted waste removal services at Willow Glen Primary School, Deer Creek Intermediate School and St. Francis High School for fiscal year(s) April 1, 2017 through June 30, 2020 (39 Months). The deadline to submit proposals is Monday, February 27, 2017 at 12:30 p.m. at the St. Francis School District.
Superintendent Peuse reported on the following:

1) The District has received confirmation from the Wisconsin Department of Public Instruction that the request for exemption form the September 1 start date has been denied. The District is moving ahead with the development of a calendar which uses Tuesday, September 5, 2017 as the student start date. This agenda item will be brought back to the March 6, 2017 meeting for approval.

2) Annually, the St. Francis School District participates in district sponsored and statewide required testing to meet internal data needs, as well as, the required expectations for testing students toward ESSA requirements. Superintendent Peuse provided the Board with an outline of the testing expectations for the remainder of the 2016-2017 school year to provide a better sense of the District’s preparation for these exams.

3) Superintendent Peuse presented a brief synopsis on recent meetings of the Southeastern Wisconsin School Alliance, which included visits from elected officials, Representative Jeremy Thiesfeldt and Senator Luther Olsen.

4) Superintendent Peuse spoke briefly on upcoming special presentations by Building Principal(s) that will be taking place this Spring at future Board meetings.

Board President Bokneitz shared the following important upcoming dates:

1) WASB 2017 Day at the Capitol – March 15, 2017 – The Monona Terrace & State Capitol Building
2) City of St. Francis – Fire Services Meeting – February 22, 2017
3) City of St. Francis – Economic Development Meeting – March 27, 2017

COMMUNICATIONS / COMMENTS FROM VISITORS: None

Upon motion by Mr. Bokneitz, seconded by Mr. Finch, the President declared the regular meeting adjourned at 8:17 p.m.

Approved by:

Chris Finch
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
February 6, 2017

APPROVED MINUTES

President Boknevitz took roll call at 6:20 p.m.

At approximately 6:21 p.m. and upon motion by Mr. Boknevitz, 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, specifically, Administrator evaluation / contract(s).

PRESENT: Board Members Boknevitz, BednarSKI, Iwanski, Finch, and Superintendent Peuse

EXCUSED: Board Member Shafer

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, Finch, Superintendent Peuse and Director of Finance & Operations Mitchell

EXCUSED: Board Member Shafer

VISITORS: SFSD Staff – Mr. Paul Oestreich; Mr. George Logic; no public visitors (sign-in sheets retained in official minute book)

Superintendent Peuse 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 February 6, 2017. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

COMMUNICATIONS TO THE BOARD: None

COMMENTS FROM VISITORS: None

SPECIAL PRESENTATION BY THE ST. FRANCIS HIGH SCHOOL MUSIC DEPARTMENT

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

- The minutes of the January 23, 2017 regular School Board meeting.
- Accounts payable expenditures totaling $114,618.58 and payroll/payroll-related expenditures totaling $105,926.09.
- Personnel Items:
  - The 2017 Family and Medical Leave request for Karen Baldwin, High School Secretary.
  - The appointment of Brantley Rayle as part-time Special Education Paraprofessional at Willow Glen Primary School for the 2016-2017 school year.
  - The appointment of Ariane Fischer as part-time Special Education Paraprofessional at the St. Francis High School for the 2016-2017 school year.
  - The following recreation appointment(s) for the 2016-2017 school year:
    - Stevie Nowak, 5th/6th Grade Volleyball
    - Carley Wattawa, 5th/6th Grade Volleyball
REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION

NEOLA Update – Volume 26, Number 1 (1st reading) to include the following policies and administrative guidelines was presented for review and discussion:

**Byllaws and Policies**
- Bylaw 0100 – Definitions (Revised)
- Bylaw 0151.2 – Required Student Academic Standards Agenda Item (New)

**Section 1000 – Administration**
- 1461 – Unrequested Leaves of Absence / Fitness for Duty (Revised)
- 1619 – Group Health Plans (Revised)
- 1619.01 – Privacy Protections of Self-Funded Group Health Plans (New)
- 1619.03 – Patient Protection and Affordable Care Act (New)

**Section 2000 – Program**
- 2370 – Educational Options (Revised)
- 2413 – Health Education (Revised)
- 2460.03 – Independent Educational Evaluation (New)

**Section 3000 – Professional Staff**
- 3120 – Employment of Professional Staff (Revised)
- 3120.01 – Job Descriptions (Revised)
- 3124 – Employment Contract (Revised)
- 3140 – Termination, Non-Renewal and Resignation (Revised)
- 3160 – Physical Examination (Revised)
- 3161 – Unrequested Leaves of Absence / Fitness for Duty (Revised)
- 3310 – Employee Expression in Non-Instructional Settings (Revised)
- 3419 – Group Health Plans (Revised)
- 3419.01 – Privacy Protections of Self-Funded Group Health Plan (Revised)
- 3419.03 – Patient Protection and Affordable Care Act (New)
- 3430 – Leaves of Absence (Revised)

**Section 4000 – Support Staff**
- 4120 – Employment of Support Staff (Revised)
- 4120.01 – Job Descriptions (Revised)
- 4160 – Physical Examination (Revised)
- 4161 – Unrequested Leaves of Absence / Fitness for Duty (Revised)
- 4310 – Employee Expression in Non-Instructional Settings (Revised)
- 4419 – Group Health Plans (Revised)
- 4419.01 – Privacy Protections of Self-Funded Group Health Plan (Revised)
- 4419.03 – Patient Protection and Affordable Care Act (New)

**Section 5000 – Students**
- 5111.01 – Homeless Students (Replacement)
- 5111.03 – Children and Youth in Foster Care (New)
- 5341 – Emergency Medical Authorization (Revised)
- 5530 – Drug Prevention (Revised)
- 5780 – Student / Parent Rights (Revised)

**Section 6000 – Finances**
- 6145 – Borrowing (Revised)
- 6150 – Tuition Income (Revised)
- 6350 – Prevailing Wage Coordinator (Delete)
- 6700 – Fair Labor Standards Act (Revised)

**Section 8000 – Operations**
- 8330 – Student Records (Revised)
- 8340 – Providing a Reference (Replacement)
- 8500 – Food Services (Revised)
- 8531 – Free and Reduced-Price Meals (Revised)

**Section 9000 – Relations**
- 9160 – Public Attendance at School Events (Revised)
Discussion ensued. NEOLA Update – Volume 26, Number 1 will be brought back to the February 20, 2017 regular meeting for further review of a first reading.

Director of Finance / Operations, Mr. Jonathan Mitchell reported on the following:

1) The financial report for the month of January was presented for review.
2) Updated information on the 2016-2017 budgetary refinement was presented for review and discussion.
3) The “Resolution Authorizing Entry into an Inter-Governmental Cooperation Agreement Relating to the Wisconsin Investment Series Cooperative and Authorizing Participation in the Investment Programs of the Fund” was presented for review and approval. Upon motion by Mr. Bokneitz, seconded by Mr. Finch, the resolution was approved as presented.
4) This year, the St. Francis School District received a full audit by the U.S.D.A. The work on this process began in late October through the on-site visits on January 26th to January 27th. During this audit, the District was reviewed in a variety of areas. Overall, the audit went very well with the District receiving high marks from the Audit Team for audit review preparation and the accuracy of documentation.
5) Director of Finance / Operations Mitchell shared the Business Office Scorecard Report to include updates on budgetary tracking, substitute fill rates and response to technology needs for the 2nd quarter of the 2016-2017 school year.

Superintendent Peuse reported on the following:

1) Each year, the St. Francis School District, pursuant to Federal and State law, identifies, locates and evaluates children ages 2 months to 5 years with disabilities, regardless of the severity of their disability, who are in need of special education and related services. The District’s next event is scheduled on March 15, 2017 from 3:00 p.m. to 5:00 p.m. at Willow Glen Primary School.
2) Marketing initiatives for the St. Francis School District were discussed at length.
3) After seeing the positives of reporting quarterly through a scorecard, Superintendent Peuse will be presenting similar scorecards to assist in providing more frequent feedback on the District’s educational endeavors. The goal is to select areas that would provide excellent data points, be in line with the District’s systems and priorities, and meet the expectations of the District’s ongoing AdvanceED accreditation process.

There was no report from School Board President Bokneitz.

COMMUNICATIONS / COMMENTS FROM VISITORS: None

Upon motion by Mr. Bokneitz, seconded by Mr. Finch, the President declared the regular meeting adjourned at 8:28 p.m.

Approved by:  
Chris Finch  
School Board Clerk

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

PRESENT: Board Members Bokneitz, Bednarsi, Iwanski, Finch, Shafer, and Superintendent Peuse

EXCUSED: Director of Finance & Operations Mitchell

VISITORS: Building Principal – Mrs. Casey Blochowiak; SFSD Staff – Ms. Gerriann Crawley; one (1) public visitor (sign-in sheets retained in official minute book)

Superintendent Peuse 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. Shafer to approve the agenda for January 23, 2017. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

COMMUNICATIONS TO THE BOARD: None

COMMENTS FROM VISITORS:

Mr. Greg Shell shared his thoughts with the Board on how today’s young students need to engage leaders through person interaction, whether it be oral, written and/or electronic.

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

- The minutes of the January 9, 2017 regular School Board meeting.
- The minutes of the January 16, 2017 School Board work session meeting.
- Accounts payable expenditures totaling $279,850.51 and payroll/payroll-related expenditures totaling $608,480.70.
- Personnel Items:
  - The 2017 Family and Medical Leave request to Laura Cogburn, Primary School Teacher.
  - The following recreation appointment(s) for the 2016-2017 school year:
    - Tim Beaumont – 8th Grade Volleyball $1,491.00
    - Nikki Billings – 7th Grade Volleyball $1,491.00
    - Keith Chmielewski – 7th-8th Grade Basketball $1,491.00
Upon motion by Mr. Bokneitz, seconded by Ms. Shafer, the following new Open Enrollment seats for the 2017-2018 school year was unanimously approved:

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<tr>
<th>Grade Level</th>
<th>Board Approved / Projected New OE Seats for 2017-2018</th>
<th>Special Education Program Space Available</th>
<th>Additional Wait List Available</th>
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<tr>
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</tr>
<tr>
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<td>0</td>
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</tr>
<tr>
<td>10</td>
<td>5</td>
<td>0</td>
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</tr>
<tr>
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</tr>
<tr>
<td>12</td>
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<td>0</td>
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</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>182</td>
<td>12</td>
<td></td>
</tr>
</tbody>
</table>

Upon motion by Mr. Bokneitz, seconded by Ms. Shafer, the following District donation was unanimously approved:

- $200.00 monetary donation from Diamond Electric designated towards the Deer Creek Robotics Program.

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

Superintendent Peuse reported on the following items on behalf of the District’s Director of Finance / Operations, Mr. Jonathan Mitchell:

1) Updated information on the 2016-2017 budgetary refinement was presented for review and discussion.
2) The Board reviewed various reports to include resident, Open Enrollment and Chapter 220 enrollment trends, as well as, projections for the 2017-2018 school year.

Superintendent Peuse reported on the following:

1) Administration is recommending changing the High School course offering, “Introduction to Marketing” as a pre-requisite for Sports & Entertainment Marketing; Advertising, Sales & Marketing; Fashion & Retail Marketing; and Social Media & Interactive Marketing. Seniors planning to enroll in one of the four impacted courses during the 2017-2018 school year will not be required to take Introduction to Marketing as a prerequisite. Currently, there is no pre-requisite established for students taking the advanced marketing courses listed above. By establishing “Introduction to Marketing” as a pre-requisite it will allow students to build a strong base of introductory knowledge in this content area. Upon motion by Mr. Bokneitz, seconded by Mr. Finch, the proposal to make “Introduction to Marketing” as a pre-requisite course was unanimously approved.

2) Two (2) student calendars for the 2017-2018 school year were presented to the Board for consideration. The District is currently in the process of requesting a possible waiver to the September 1 school start date. Should the waiver not be approved, the District is proposing a start date on Tuesday, September 5, 2017. The Board reviewed each calendar. Discussion ensued. A decision will be made upon receiving a response on the requested start date waiver.

School Board President Bokneitz reported on the following:

1) Several members of the School Board and Administration recently attended the WASB State Education Convention held on January 18-20, 2017 at the Wisconsin Center.

**COMMUNICATIONS / COMMENTS FROM VISITORS:** None

Upon motion by Mr. Bokneitz, seconded by Ms. Shafer, the President declared the regular meeting adjourned at 7:06 p.m.

Approved by:

[Signatures]

Chris Finch  
School Board Clerk

Robert G. Bokneitz  
Board President
President Boknevitz called the work session to order at 5:11 p.m.

PRESENT: Board Members Boknevitz, Bednarski, Iwanski, Finch, Shafer, Superintendent Peuse and Director of Finance & Operations Mitchell

VISITORS: Mr. Michael Hacker / Mr. Kevin Barbour – Bray Architects; no public visitors
(sign-in sheets retained in official minute book)

Superintendent Peuse 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 Ms. Shafer to approve the agenda for January 16, 2017. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

DISTRICT LONG-RANGE PLANNING:

Information was presented and discussion ensued on the following work session topics in conjunction with long-range financial planning for the District:

1) All Funds Report
2) Tax Levy Report
3) Review of PMA Model
4) Staffing, Enrollment and Class Sizes for 2017-2018
5) Budget Checklist
6) Energy Exemption Possibilities
7) Open Enrollment Seats for 2017-2018
8) Long-Range Maintenance Plan – Bray Architect Study Process

Upon motion by Mr. Boknevitz, seconded by Mr. Finch, the President declared the work session adjourned at 8:00 p.m.

Approved by:

[Signatures]

Chris Finch
School Board Clerk

Robert G. Boknevitz
School Board President
President Boknevitz took roll call at 6:15 p.m.

At approximately 6:15 p.m. and upon motion by Mr. Boknevitz, 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, where 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, grievance update and personnel matter.

PRESENT: Board Members Boknevitz, Iwanski, Finch, Shafer and Superintendent Peuse

EXCUSED: Board Vice President Bednarski

The Board reconvened into open session at approximately 6:26 p.m., taking no action.

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

PRESENT: Board Members Boknevitz, Iwanski, Finch, Shafer, Superintendent Peuse and Director of Finance & Operations Mitchell

EXCUSED: Board Vice President Bednarski

VISITORS: SFHS Principal – Mrs. Casey Blochowiak; two (2) public visitors (sign-in sheets retained in official minute book)

Superintendent Peuse 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. Shafer, seconded by Mr. Finch to approve the agenda for January 9, 2017. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

COMMUNICATIONS TO THE BOARD: None

COMMENTS FROM VISITORS:

Mr. Greg Shel addressed the Board on student engagement within the St. Francis School District.

Ms. Lori Pribek addressed the Board on fundraising opportunities, as well as, Common Core curriculum within the District.

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

- The amended minutes of the December 5, 2016 regular School Board meeting.
- Accounts payable expenditures totaling $291,121.40 and payroll/payroll-related expenditures totaling $805,292.15.
- Personnel Items:
  - The 2016 Family and Medical Leave request for Michelle Boening, Primary School Teacher.
  - The 2017 Family and Medical Leave request for Elizabeth Lewis, Intermediate School Teacher.
The 2017 Family and Medical Leave request for Peggy Pfeffer, Recreation Secretary.

The 2016 and 2017 Family Medical Leave request for Sandi Teriaca-Landowski, Special Education Paraprofessional.

Upon motion by Mr. Boknevitz, seconded by Ms. Shafer, the proposal to approve the School Start Date Waiver for the 2017-2018 school year was unanimously approved.

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION

New Business Items for review included the following:

The Board reviewed enrollment projection data in determining new Open Enrollment seats for the 2017-2018 school year. A decision will be 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. Upon motion by Mr. Boknevitz, seconded by Mr. Iwanski, seventy (70) new Open Enrollment seats were approved at the 9th grade level. Further consideration on 2017-2018 new Open Enrollment seats will be reviewed at the January 16, 2017 School Board work session meeting.

Director of Finance / Operations Mitchell reported on the following:

1) The financial report for the month of December was presented for review.
2) Updated information on the 2016-2017 budgetary refinement was presented for review and discussion.
3) The Board reviewed various reports to include resident, Open Enrollment and Chapter 220 enrollment trends, as well as, projections for the 2017-2018 school year.
4) The 2017-2018 Budget Forecast was presented for review and discussion.
5) Director of Finance / Operations Mitchell presented an updated document reflecting recommended and completed projects in conjunction with the 10-Year Maintenance Plan.
6) In April 2013, the Board approved joining the WERMC Risk Management Consortium effective July 1, 2013 to provide additional expertise to guide the District in building safety culture. The advantage of joining this group and gaining a consultant was to address four key areas which the District has begun to develop - bidding; cost reduction; risk mitigation/pro-active management; and claims handling. The District has gained good processes for addressing sound safety systems and is recommending the renewal with WERMC Risk Management Consortium for the 2017-2018 school year. Upon motion by Mr. Boknevitz, seconded by V/s. Shafer, the contract renewal with WERMC Risk Management Consortium for the 2017-2018 school year was unanimously approved.
7) Business Manager Mitchell provided an update on the progress of the 2015-2018 Technology Plan.

Superintendent Peuse reported on the following:

1) The first reading of a proposed High School course addition for the 2017-2018 school year was presented for review. High School Administration is recommending the addition of a new course, “AP Statistics.” AP Statistics is a course that would be more applicable to multiple post-secondary options such as trade schools and 2-year colleges. Discussion ensued. Upon motion by Mr. Finch, seconded by Ms. Shafer, the proposed new course, “AP Statistics” was unanimously approved for the 2017-2018 school year.
2) Each year, the Public Policy Forum releases a report chronicling the endeavors of schools in the Southeast Wisconsin region in regards to enrollment (race, economically disadvantaged, Special Education, ELL), report card scores, State exams (Forward, ACT, AP), graduation rates, and per pupil expenditures / revenues. Superintendent Peuse shared a synopsis that provided information based on some comparisons with Milwaukee County, MPS, Cudahy and South Milwaukee.
3) Wisconsin Adult School Crossing Guard Recognition Week is January 16-20, 2017.

School Board President Boknevitz reported on the following important upcoming dates:

1) Long-Range Planning Board Work Session – January 16, 2017 – 5:00 PM to 8:00 PM
2) The WASB State Education Convention is January 18-20, 2017 at the Wisconsin Center. Board Members Boknevitz, Bednarski, Iwanski and Finch will be in attendance.
3) The Board reviewed Wisconsin Association of School Boards’ – Report to the Membership on 2017 Resolutions.

COMMUNICATIONS / COMMENTS FROM VISITORS: None

Upon motion by Mr. Boknevitz, seconded by Mr. Finch, the President declared the regular meeting adjourned at 8:04 p.m.

Approved by:

Chris Finch
School Board Clerk

Robert G. Boknevitz
Board President