

ST. FRANCIS SCHOOL DISTRICT  
4225 SOUTH LAKE DRIVE (THEATER)  
ST. FRANCIS, WI 53235  
SCHOOL BOARD REGULAR MEETING  
HELD VIRTUALLY VIA [WWW.ZOOM.US](http://WWW.ZOOM.US)

Meeting ID: 854 0534 3105  
Web Password: XNCj1D  
Phone Password: 855810  
September 28, 2020

**APPROVED MINUTES**

School Board President Finch called the regular meeting to order at 7:21 p.m.

**PRESENT:** Board Members Finch, Shafer, Iwanski, Banach, Ray-Kuczynski, Interim Superintendent Elworthy and Finance Manager Fischer

**VISITORS:** Building Principal(s) Lewandowski, Fox, Ringsby and Williams; Student Services Director Mack; SFSD Staff – Deena Ahmad, Teri Bartsch, Jessica Boyle, Colleen Chisholm, Peter Graven, Lauren Larson-Rolf, Kari Podolski, Elissa Retkowski, Hannah Wolfram; five (5) public visitors

Interim Superintendent Elworthy 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. Banach to approve the regular meeting agenda for September 28, 2020. Motion was unanimously approved.

**PLEDGE OF ALLEGIANCE**

**COMMUNICATIONS / COMMENTS TO THE BOARD:**

Deer Creek Teacher, Ms. Kari Podolski addressed the Board about staff returning to school.

Ms. Lisa Geiger inquired on the percentage of students that chose to opt-out of virtual instruction vs. in-person instruction.

**CONSENT AGENDA ACTION ITEMS:**

President Finch inquired if there were any item(s) that should be removed from the Consent Agenda. There was none.

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

- The minutes of the September 14, 2020 regular School Board meeting.
- The minutes of the September 21, 2020 School Board work session.
- Accounts payable expenditures totaling \$41,755.74 and payroll expenditures of \$425,441.78.
- Professional / Certified Personnel Items:
  - The resignation of Jasmine Gould, Intervention Specialist effective September 25, 2020.

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

SCHOOL BOARD REGULAR MEETING  
HELD VIRTUALLY VIA [WWW.ZOOM.US](http://WWW.ZOOM.US)

Meeting ID: 854 0534 3105

Web Password: XNCj1D

Phone Password: 855810

September 28, 2020

Upon motion by Mr. Finch, seconded by Mr. Iwanski, the CESA 6 Technology Proposal was unanimously approved:

Upon motion by Mr. Finch, seconded by Ms. Shafer, the CISCO Meraki 3-Year License Proposal was unanimously approved as presented.

Upon motion by Mr. Finch, seconded by Mr. Iwanski, the 2021 Field Trip Request to Costa Rica was unanimously approved.

There were no District donations for approval.

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

The Long-Range Facility Planning Process Update was presented to the Board with highlights on the following topics:

- Overall Schedule Review – The District has received 501 surveys completed to-date. Ten (10) days are remaining to take the survey. The results will be presented at the October 19, 2020 regular School Board meeting.
- Communications Update
- Survey Update
- Key Upcoming Dates

A review of pandemic quarantine rooms and available staffing was discussed.

The Board received an update on the transition to hybrid instruction to include discussion on the following:

- Preparation Update
- 90-Day Cohort Schedule

Finance Manager Fischer reported on the following:

- 1) Information was shared on the current depositories for the District. This information included a listing of where the District deposits their funds.
- 2) The Board received an update on student enrollment for the 2020-2021 school year. Discussion ensued.
- 3) Information on 2020-2021 budgetary refinements based on student enrollment was presented for review and discussion.

ST. FRANCIS SCHOOL DISTRICT  
4225 SOUTH LAKE DRIVE (THEATER)  
ST. FRANCIS, WI 53235  
SCHOOL BOARD REGULAR MEETING  
HELD VIRTUALLY VIA [WWW.ZOOM.US](http://WWW.ZOOM.US)

Meeting ID: 854 0534 3105  
Web Password: XNCj1D  
Phone Password: 855810

September 28, 2020

- 4) Information on the District's Health Insurance and Pharmacy Benefits Plan was presented for review and discussion.

Interim Superintendent Elworthy reported on the following:

- 1) A report providing detail on new hires, resignations and transfers of support staff positions within the St. Francis School District was presented to the Board for review.
- 2) Curriculum responsibilities for the 2020-2021 school year was discussed.
- 3) The District's Social Media Review Report for June through August 2020 was shared with the Board. The District's average daily Facebook reach is 534 per day and the St. Francis community is seeing 0.6 posts per day. Instagram has 65 followers, with 15 added in the last 3 months. Twitter has 351 followers, with 6 added in the last 3 months.
- 4) The Southeastern Wisconsin School Alliance (SWSA) update shared an email that was sent to all legislators and the governor on the proposed Statutory Flexibility Agenda for the 2020-2021 school year. The Wheeler Report was shared in conjunction to include SWSA's email and the link to the Flexibility Agenda.
- 5) A brief update on the South Shore Chamber of Commerce was shared with the Board.

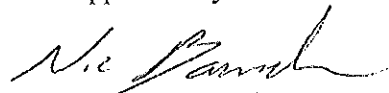
President Finch reported on the following:

- 1) 2020 WASB Fall Online Regional Meeting – September 30, 2020

**COMMUNICATIONS / COMMENTS TO THE BOARD:** None

Upon motion by Mr. Finch, seconded by Ms. Shafer, the Board Clerk declared the regular meeting adjourned at 9:16 p.m.

Approved By:



Nicholas Banach  
School Board Clerk



Chris Finch  
School Board President

ST. FRANCIS SCHOOL DISTRICT  
4225 SOUTH LAKE DRIVE (THEATER)  
ST. FRANCIS, WI 53235  
SCHOOL BOARD WORK SESSION  
HELD VIRTUALLY VIA [WWW.ZOOM.US](http://WWW.ZOOM.US)

September 21, 2020

**APPROVED MINUTES**

President Finch called the work session to order and proceeded with roll call at 5:34 p.m.

Interim Superintendent Elworthy 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 work session agenda for September 21, 2020. Motion was unanimously approved.

**PLEDGE OF ALLEGIANCE**

At approximately 5:36 p.m. and upon motion by Mr. Finch, seconded by Ms. Shafer, the Board adjourned into closed session in the St. Francis High School Theater, 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 Finch, Shafer, Iwanski, Banach, Ray-Kuczynski, Interim Superintendent Elworthy

**EXCUSED:** Finance Manager Fischer

The Board reconvened into open session in the St. Francis High School Theater at approximately 8:07 p.m., taking no action.

Upon motion by Mr. Finch, seconded by Ms. Shafer, the Board Clerk declared the work session adjourned at 8:07 p.m.

Approved By:



Nicholas Banach  
School Board Clerk



Chris Finch  
School Board President

ST. FRANCIS SCHOOL DISTRICT  
4225 SOUTH LAKE DRIVE (THEATER)  
ST. FRANCIS, WI 53235  
SCHOOL BOARD REGULAR MEETING  
HELD VIRTUALLY VIA [WWW.ZOOM.US](http://WWW.ZOOM.US)

Meeting ID: 891 5223 0141  
Web Password: 4NkH3k  
Phone Password: 906828

September 14, 2020

**APPROVED MINUTES**

President Finch called the meeting to order and proceeded with roll call at 6:07 p.m.

At approximately 6:07 p.m. and upon motion by Mr. Finch, seconded by Mr. Banach, the Board adjourned into closed session in the St. Francis High School Library, 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 contracts and teacher contracts.

**PRESENT:** Board Members Finch, Shafer, Iwanski, Banach, Ray-Kuczynski and Interim Superintendent Elworthy

**EXCUSED:** Finance Manager Fischer

The Board reconvened into open session in the St. Francis High School Theater at approximately 6:31 p.m., taking no action.

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

**PRESENT:** Board Members Finch, Shafer, Iwanski, Banach, Ray-Kuczynski, Interim Superintendent Elworthy and Finance Manager Fischer

**VISITORS:** Mr. Joe Clark – Groth Design Group; Mr. Dan Davis – CG Schmidt Construction; Ms. Sue Peterson – School Perceptions, LLC; Building Principal(s) Lewandowski, Fox, Kerr, Ringsby and Williams; Student Services Director Mack; Facilities Manager Osowski; SFSD Staff – Teri Bartsch, Jessica Boyle, Colleen Chisholm, Peter Graven, Courtnie Korpela, Amanda Kosinski, Lauren Larson-Rolf, Kathy MacAvaney, Jeff Martin, Karen Penvose, Jenny Peronto, Kelly Pethan, Noelle Posda, Christine Ruz, and Danielle Scerpella; fifteen (15) public visitors

Interim Superintendent Elworthy 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 regular meeting agenda for September 14, 2020. Motion was unanimously approved.

**PLEDGE OF ALLEGIANCE**

**COMMUNICATIONS / COMMENTS TO THE BOARD:** None

**CONSENT AGENDA ACTION ITEMS:**

President Finch inquired if there were any item(s) that should be removed from the Consent Agenda. There was none.

ST. FRANCIS SCHOOL DISTRICT  
4225 SOUTH LAKE DRIVE (THEATER)  
ST. FRANCIS, WI 53235  
SCHOOL BOARD REGULAR MEETING  
HELD VIRTUALLY VIA [WWW.ZOOM.US](http://WWW.ZOOM.US)

Meeting ID: 891 5223 0141  
Web Password: 4NkH3k  
Phone Password: 906828

September 14, 2020

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

- The minutes of the August 17, 2020 regular School Board meeting.
- The minutes of the August 24, 2020 special School Board meeting.
- The minutes of the August 31, 2020 special School Board meeting.
- Accounts payable expenditures totaling \$143,007.30 and payroll expenditures of \$848,214.08.
- Professional / Certified Personnel Items: None

Upon motion by Mr. Finch, seconded by Mr. Iwanski, the following resolution was unanimously approved:

**RESOLUTION AUTHORIZING TEMPORARY BORROWING IN AN AMOUNT NOT TO EXCEED \$1,600,000; ISSUANCE OF TAX AND REVENUE ANTICIPATION PROMISSORY NOTES; AND PARTICIPATION IN THE PMA LEVY AND AID ANTICIPATION NOTES PROGRAM.**

Upon motion by Mr. Finch, seconded by Mr. Iwanski, the 2020-2022 School Resource Officer Agreement was unanimously approved as presented.

Upon motion by Mr. Finch, seconded by Ms. Shafer, the 2020-2021 Extended Field Trip Request Approval Form for State Qualifying Teams was unanimously approved.

Upon motion by Mr. Finch, seconded by Mr. Iwanski, the following District donation was unanimously approved as presented:

- The monetary donation of \$602.50 from the St. Francis High School Booster Club designated towards the St. Francis High School for the purchase of a fan for the Weight Room.
- The monetary donation of \$80.00 from the St. Francis High School Booster Club designated towards the St. Francis High School for the purchase of speakers for the Weight Room.
- The donation of various woodworking materials (screws, nails, handsaws, combination squares) from Home Depot designated towards the St. Francis High School Technology Education Program.
- The monetary donation of \$250.00 from Mr. Jeff Martin designated towards the St. Francis High School Girls' Basketball Program.

**DISTRICT PRESENTATIONS:**

The Board was presented with information on the following:

- Introductions and biographies of new staff.
- Update on the virtual opening of schools.

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

SCHOOL BOARD REGULAR MEETING  
HELD VIRTUALLY VIA [WWW.ZOOM.US](http://WWW.ZOOM.US)

Meeting ID: 891 5223 0141  
Web Password: 4NkH3k  
Phone Password: 906828

September 14, 2020

- Demonstrations on the following implemented Learning Management System(s):
  - Seesaw Learning (Willow Glen)
  - Schoology (Deer Creek / High School).
- Information on current trends in school and community health was shared with the Board. Instructional options for October were presented for review.
- Groth Design Group and C.G. Schmidt presented an update to the Board on the following topics:
  - Overall Schedule Review
  - Communications Update
  - Survey Update
  - Key Upcoming Dates

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

Finance Manager Fischer reported on the following:

- 1) The 2019-2020 Health and Dental Plan Performance reports were presented for review. The reports covered claims and enrollment through June 2020. There will be further review of the District's current RX/Drug Plan.
- 2) Finance Manager Fischer presented an update on the State Budget.
- 3) The payroll deferral option was presented for discussion. Public school districts have the option, but are not required, to participate in the payroll tax-withholding holiday. Given the extra administrative work, it would require and the uncertainty of how future withholdings and payments would need to be coordinated, the District has decided to opt out of this program.
- 4) The Board received an update on the 2020-2021 student enrollment. Discussion ensued.
- 5) Updated information on the 2020-2021 budgetary refinement was presented for review and discussion.
- 6) An update on maintenance projects that were completed during the summer months was presented.

Interim Superintendent Elworthy reported on the following:

- 1) A report providing detail on new hires, resignations and transfers of support staff positions within the St. Francis School District was presented to the Board for review.
- 2) The Superintendent's Update highlighted on the following topics:
  - a. State of the District
  - b. 2020 Fall at a Glance

President Finch reported on the following:

- 1) 2020 WASB Fall Online Regional Meeting – September 30, 2020

**COMMUNICATIONS / COMMENTS TO THE BOARD:** None

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

SCHOOL BOARD REGULAR MEETING  
HELD VIRTUALLY VIA [WWW.ZOOM.US](http://WWW.ZOOM.US)

Meeting ID: 891 5223 0141

Web Password: 4NkH3k

Phone Password: 906828

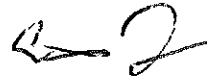
September 14, 2020

Upon motion by Mr. Finch, seconded by Ms. Shafer, the Board Clerk declared the regular meeting adjourned at 9:15 p.m.

Approved By:



Nicholas Banach  
School Board Clerk



Chris Finch  
School Board President