

# SCHOOL BOARD MINUTES ARCHIVE

2004

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

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REGULAR SCHOOL BOARD MEETING

HELD IN THE HIGH SCHOOL LIBRARY

**December 20, 2004**

APPROVED MINUTES

President Jacqueline Hemmer called the meeting to order at 5:34 p.m.

Upon motion by Mr. Boknevitz, seconded by Ms. Rutter, the Board moved into closed session according to Wisconsin State Statutes 19.85 (1)(f) and Wisconsin State Statutes 119.25 and 120.13(1) related to pupil expulsions.

**PRESENT:** Board Members Hemmer, Wall, Boknevitz, Rutter, Hasenstein and Superintendent Ewald

**EXCUSED:** None

**VISITORS:** Dr. Gerald Luecht - High School Principal, Parent and Student

The President called closed session to order at 5:35 p.m. The Board reconvened into open session at 6:04 p.m., taking the following action:

Upon motion by Ms. Hasenstein, seconded by Ms. Rutter, the Board moved unanimously to expel the student brought forth for expulsion hearing. The student is hereby permanently expelled from the School District of St. Francis, all classroom and school-related activities, as well as, School District premises, from this date forward until his 21<sup>st</sup> birthday.

Upon motion by Mr. Boknevitz, seconded by Ms. Rutter, the Board moved into closed session according to Wisconsin State Statutes 19.85 (1)(f) and Wisconsin State Statutes 119.25 and 120.13(1) related to pupil expulsions.

**PRESENT:** Board Members Hemmer, Wall, Boknevitz, Rutter, Hasenstein and Superintendent Ewald

**EXCUSED:** None

**VISITORS:** Dr. Gerald Luecht - High School Principal

The President called closed session to order at 6:05 p.m. The Board reconvened into open session at 6:10 p.m., taking the following action:

Upon motion by Ms. Hemmer, seconded by Ms. Hasenstein, the Board moved unanimously to expel the student brought forth for expulsion hearing. The student is hereby permanently expelled from the School District of St. Francis, all classroom and school-related activities, as well as, School District premises, from this date forward until his 21<sup>st</sup> birthday.

Upon motion by Mr. Boknevitz, seconded by Ms. Rutter, the Board moved into closed session according to Wisconsin State Statutes 19.85 (1)(f) and Wisconsin State Statutes 119.25 and 120.13(1) related to pupil expulsions.

**PRESENT:** Board Members Hemmer, Wall, Boknevitz, Rutter, Hasenstein and Superintendent Ewald

**EXCUSED:** None

**VISITORS:** Dr. Gerald Luecht - High School Principal, Parent and Student

The President called closed session to order at 6:12 p.m. The Board reconvened into open session at 6:22 p.m., taking the following action:

Upon motion by Ms. Hasenstein, seconded by Ms. Wall, the Board moved to expel the student brought forth for expulsion hearing. Board Members Hemmer, Wall, Boknevitz and Hasenstein voted aye. Board Clerk Rutter abstained. The student is hereby permanently expelled from the School District of St. Francis, all classroom and school-related activities, as well as, School District premises, from this date forward until his 21<sup>st</sup> birthday.

The regular meeting commenced at 6:30 p.m.

**PRESENT:** Board Members Hemmer, Wall, Boknevitz, Rutter, Hasenstein and Superintendent Ewald

**EXCUSED:** None

**VISITORS:** Ms. Carol Topinka <sup>FF</sup><sub>FD</sub> Director of Instructional Services, Mr. Nick Alioto <sup>FF</sup><sub>FD</sub> Business Manager (arrived after meeting began) and sign-in sheets retained in official minute book <sup>FF</sup><sub>FD</sub> 5 visitors

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

A motion was made by Ms. Rutter, seconded by Ms. Wall to approve the agenda for December 20, 2004. Motion was unanimously approved.

#### **PLEDGE OF ALLEGIANCE**

**COMMUNICATIONS:** None

#### **COMMENTS FROM VISITORS:**

Ms. Judy Richmond expressed her opinions on reducing the District current physical education credit requirement from 2.0 to 1.5 credits.

#### **CONSENT AGENDA ACTION ITEMS:**

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

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

<sup>FF</sup><sub>FD</sub> Minutes of November 30, 2004

<sup>FF</sup><sub>FD</sub> Minutes of December 7, 2004

<sup>FF</sup><sub>FD</sub> Minutes of December 9, 2004

<sup>FF</sup><sub>FD</sub> Bills totaling \$263,154.45 and payroll/payroll-related bills totaling \$268,490.61.

<sup>FF</sup><sub>FD</sub> Personnel Items:

1. The resignation of Anne Mannelli, Elementary Teacher effective December 2, 2004.
2. The appointment of Kelly Sweet as Elementary Teacher for the 2004-2005 school year.
3. The 2005 family medical leave for Dawneen Andre.
4. The extra-curricular contracts for the following people for the 2004-2005 school year:

#### **SFEA Extra-Curricular**

Kathy Doty, Vocal (Elementary WG/DC), CIII \$ 639.34

**Non-SFEA Extra-Curricular**

Hope Carr, Forensics, CV 4 YRS \$1,973.97

**Non-SFEA Athletics**

Nick Dean, 8<sup>th</sup> Grade Boys Basketball Coach, C6 1YR \$ 959.01

Ann Santi, Girls Freshman Basketball Coach, C1/EA 1YR \$1,278.68

Joe Saskowski, Girls Freshman Basketball Coach, C1/EA 1YR \$1,278.68

Upon motion by Ms. Rutter, seconded by Ms. Hemmer, the Open Enrollment seats for 2005-2006 was unanimously approved.

Upon motion by Mr. Boknevit, seconded by Ms. Rutter, the Annual High School Choral Field Trip to Luther College in Decorah, Iowa on January 9-10, 2005 was unanimously approved.

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

Director of Instructional Services, Ms. Carol Topinka reviewed the instructional initiatives for the District Reading Plan. This plan is a work in progress. High School teachers will be visiting other high schools that have excellent reading programs. Ms. Topinka will return to the School Board with more information and assessment examples for further review and discussion at a March Board meeting.

Business Manager, Mr. Nick Alioto presented budget projections and scenarios for 2005-2006. The end result of both scenarios is an operating deficit for the District.

Dr. Ewald reviewed a staffing proposal for 2005-2006. The Board expressed concerns about the reduction of the At Risk teaching position due to decreased grant funds. Dr. Ewald reviewed the At Risk position that was first approved for the 2004-2005 school year. Various suggestions were made, including the possibility of a new at-risk grant or educating current staff and therefore, eliminating the need for a new teaching position. Upon motion by Mr. Boknevit, seconded by Ms. Hemmer, the staffing plan for 2005-2006 was unanimously approved as presented.

The Board had a discussion with some of the High School physical education teachers in regards to credits and classes. It was determined that Ms. Topinka will return to the School Improvement Team for answers to the questions posed at tonight's meeting.

The winter and spring sports job descriptions for coaches and event workers were reviewed and found to be acceptable. The appropriate job description will be given to the employee and their signature will be required to acknowledge receipt. Also, the Board stated a need to create 7<sup>th</sup> and 8<sup>th</sup> grade level coaching job descriptions.

District Facilities Study Committee minutes were presented for review. Concerns were expressed regarding the absence of some committee members at the last meeting. Dr. Ewald reported that attendance was lower than usual, due to personal conflicts, but the group of eighteen (18) was lively and focused. The group was pleased that maintenance projects were accomplished within the last year. Business Manager, Nick Alioto, will report a list of completed maintenance projects at the next meeting. The next District Facilities Study Committee meeting is scheduled for January 17, 2005.

The latest update from the Willow Glen and Deer Creek Elementary Reconfiguration Committees was presented for discussion. Mr. Peuse and Ms. Mancl will report their committees' recommendations to the Implementation Steering Committee in January. Results on a Willow Glen transportation survey distributed to parents was reviewed. This data provides the District an idea of how many parents would be interested in utilizing a shuttle service between elementary schools in 2005-2006. The shuttle bus would make two round-trips in the morning and two round-trips in afternoon between Willow Glen and Deer Creek. Concerns were expressed on the proposed start and end times for the elementary schools and how it will work successfully with the shuttle service between schools. A discussion ensued on the May dates proposed for the elementary open houses. The Board discussed the need to have the open houses earlier than May. The concerns expressed by the Board will be brought back to the Willow Glen and Deer Creek Committees.

Upon motion by Ms. Rutter, seconded by Ms. Hemmer, the 2005 Lock-In for the District's 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> grade students on Friday, March 11, 2005 was unanimously approved.

President Hemmer reported on the following:

- 1) President Hemmer expressed her appreciation to Liz Hasenstein for her assistance in drafting the letter to petitioners on the K-8 elementary school reconfiguration.
- 2) The Annual Wisconsin Association of School Boards' State Conference is being held January 19-21, 2005. School Board Members were reminded to submit their registration forms to Dr. Ewald.
- 3) The School Board received a holiday greeting card from the staff at Deer Creek Elementary.
- 4) Tentative School Board work session dates are as follows: January 26<sup>th</sup>, February 1<sup>st</sup> and February 16<sup>th</sup>.

Upon motion by Ms. Rutter, seconded by Ms. Hasenstein, the Board moved into closed session according to Wisconsin State Statutes 19.85 (1)(c) for considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically, personnel and staffing issues for 2005-2006, leave requests and hires.

**PRESENT:** Board Members Hemmer, Wall, Boknevitcz, Rutter, Hasenstein and Superintendent Ewald

**EXCUSED:** None

**VISITORS:** None

The President called closed session to order at 9:30 p.m. The Board reconvened into open session at 10:01 p.m., taking the following action:

Upon motion by Ms. Hemmer, seconded by Ms. Wall, the extended year-long leave request for elementary teacher, Carol Rothermel was unanimously denied and leave is hereby unanimously approved from January 2005 to the end of the 2004-2005 school year.

Upon motion by Ms. Rutter, seconded by Ms. Hasenstein, the President declared the regular meeting adjourned at 10:01 p.m.

Approved by: Kathleen A. Rutter, School Board Clerk

SCHOOL BOARD WORK SESSION

HELD IN THE HIGH SCHOOL LIBRARY

**December 9, 2004**

**APPROVED MINUTES**

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

**PRESENT:** Board members Hemmer, Wall, Boknevitcz, Rutter, Hasenstein and Superintendent Ewald

**EXCUSED/ABSENT:** None

**VISITORS:** Mr. Nick Alioto ☞ Business Manager

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

A motion was made by Ms. Hemmer, seconded by Ms. Rutter to approve the agenda for December 9, 2004. Motion was unanimously approved.

**WORK SESSION TOPIC: Open Enrollment Seats for 2005-2006**

The Board reviewed statistical data on past Open Enrollment and will approve the final number of seats available through the Open Enrollment Program at the next regular meeting on December 20, 2004.

President declared the work session adjourned at 9:00 p.m.

Approved by: Kathleen A. Rutter, School Board Clerk

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SCHOOL BOARD RECONFIGURATION DISCUSSION

HELD IN THE HIGH SCHOOL LIBRARY

**December 7, 2004**

**APPROVED MINUTES**

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

**PRESENT:** Board members Hemmer, Wall, Boknevit, Rutter, Hasenstein and Superintendent Ewald

**EXCUSED/ABSENT:** None

**VISITORS:** Sign-in sheets retained in official minute book # 26 visitors

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

A motion was made by Ms. Hemmer, seconded by Ms. Rutter to approve the agenda for December 7, 2004. Motion was unanimously approved.

Parents and the community participated in a round-table discussion with the St. Francis School Board regarding the September 2005 reconfiguration of the K-8 elementary schools.

President declared adjournment at 6:47 p.m.

Approved by: Kathleen A. Rutter, School Board Clerk

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REGULAR SCHOOL BOARD MEETING

HELD IN THE HIGH SCHOOL LIBRARY

**November 30, 2004**

**APPROVED MINUTES**

President Jacqueline Hemmer called the meeting to order at 5:39 p.m.

Upon motion by Ms. Rutter, seconded by Ms. Wall, the Board moved into closed session according to Wisconsin State Statutes 19.85 (1)(c) for considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically, personnel and School Board performance assessment and staffing issues for 2005-2006.

**PRESENT:** Board Members Hemmer, Wall, Boknevit (arrived at 5:58 p.m.), Rutter, Hasenstein and Superintendent Ewald

**EXCUSED:** None

**VISITORS:** None

The President called closed session to order at 5:39 p.m. The Board reconvened into open session at 6:28 p.m., taking the following action:

Upon motion by Ms. Hasenstein, seconded by Ms. Wall, the extended leave request for an elementary teacher was denied for reasons that include, but are not limited to, not abiding by contractual timelines. The motion was unanimous.

The regular meeting commenced at 6:30 p.m.

**PRESENT:** Board Members Hemmer, Wall, Boknevit, Rutter, Hasenstein and Superintendent Ewald

**EXCUSED:** None

**VISITORS:** Sign-in sheets retained in official minute book 5 visitors

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

A motion was made by Mr. Boknevit, seconded by Ms. Rutter to approve the agenda for November 30, 2004. Motion was unanimously approved.

#### **PLEDGE OF ALLEGIANCE**

#### **COMMUNICATIONS:**

A note of appreciation from Elementary Teacher, Karen Cellitti on the District's sympathies on the loss of her husband.

**COMMENTS FROM VISITORS:** None

#### **CONSENT AGENDA ACTION ITEMS:**

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

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

- ☐ Minutes of November 11, 2004
- ☐ Bills totaling \$202,833.30 and payroll/payroll-related bills totaling \$486,167.69.
- ☐ Personnel Items: None to Report

Upon motion by Mr. Boknevit, seconded by Ms. Hasenstein, the ratified 2003-2005 Clerical / Paraprofessional Agreement was unanimously approved. The School Board and Administration thank the efforts of the Secretaries-Paraprofessional Union in resolving a settlement.

Upon motion by Mr. Boknevit, seconded by Ms. Rutter, the 8<sup>th</sup> grade field trip request to the Museum of Science and Industry in Chicago, Illinois was unanimously approved.

Upon motion by Ms. Rutter, seconded by Ms. Wall, the 2005 8<sup>th</sup> grade field trip request to Costa Rica was approved contingent upon an appropriate chaperone ratio.

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

The Instructional Services Report encompassed the following proposals:

A plan for requesting course changes or dropping courses was presented to the Board. The proposed plan would be in effect for the 2005-2006 school year. The Board expressed their appreciation to High School Guidance Counselor, Ms. Carla Herried for her efforts in preparing the plan and agreed that it was a positive improvement.

The High School Language Arts Department proposed the following changes to be implemented in the 2005-2006 school year:

- ☐ A department name change from Language Arts to English.
- ☐ Restructure course offerings by grade level.
- ☐ Revise the requirements for Honors Language Arts/English.
- ☐ Offer an advanced placement course for grade 12 in lieu of an honors course.

Upon motion by Mr. Boknevit, seconded by Ms. Rutter, the proposed changes to the Language Arts Department were unanimously approved as presented. The School Board appreciates the dedication and commitment of the Language Arts staff to improve the course offerings to our students.

Mr. Jack LoPresti presented a proposal for adding an 11<sup>th</sup>/12<sup>th</sup> grade Advanced Placement Government course at the High School. After a lengthy discussion and upon motion by Ms. Rutter, seconded by Ms. Wall, the proposal for adding the Advanced Placement Government course was unanimously approved.

High School Principal, Dr. Gerald Luecht reported on the following:

1. Dr. Luecht presented a PowerPoint presentation on statistical data on past vs. present state test scores. The presentation provided comparative information on resident and non-resident achievement. The High School focus is on improving reading, as it is the key to learning.

Deer Creek Elementary Principal, Mr. Blake Peuse reported on the following:

1. The schools' focus is on literacy and bringing test grades up to the advanced/proficient area. Deer Creek is working to increase test scores by 5%. Staff is working together with the Elementary Reading Specialist, Ms. Colleen Chisholm, to learn new techniques. Staff is using some strategies/assessment, such as, running records, guided reading, Level books, 4-square writing, 6+1 Trait Writing.
2. Deer Creek is also participating in an EOCA grant. This grant is renewable and will help teachers, staff and parents to work collaboratively to make improvements for all students' achievement.

Willow Glen Elementary Principal, Ms. Michelle Mancl reported on the following:

1. Ms. Mancl presented a timeline of the last two years at Willow Glen showing staff focus on continuous progress. Ms. Mancl emphasized how reading has been the focus and that they are going to continue to focus in this area using running records, guided reading, word walls, etc. to see where children are academically.

The athletic job descriptions for coaches and event workers were tabled for further review until the next regular School Board meeting.

The School Board reviewed the Open Enrollment data distributed by Dr. Ewald. The Board discussed the data and struggles with what is just right population. The District presently has 43% non-resident at the High School and 30% district-wide. The Board will make a decision on Open Enrollment new seats for 2005-2006 at the December 20<sup>th</sup> regular meeting.

Superintendent Ewald and President Hemmer did not present reports.

Upon motion by Ms. Rutter, seconded by Ms. Wall, the Board moved into closed session according to Wisconsin State Statutes 19.85 (1)(c) for considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically, personnel and School Board performance assessment and staffing issues for 2005-2006.

**PRESENT:** Board Members Hemmer, Wall, Boknevit, Rutter, Hasenstein and Superintendent Ewald

**EXCUSED:** None

**VISITORS:** None

The President called closed session to order at 9:30 p.m. The Board reconvened into open session at 10:00 p.m., taking no action.

Upon motion by Ms. Rutter, seconded by Mr. Boknevit, the President declared the regular meeting adjourned at 10:00 p.m.

Approved by: Kathleen A. Rutter, School Board Clerk

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REGULAR SCHOOL BOARD MEETING

HELD IN THE HIGH SCHOOL LIBRARY

November 11, 2004

## APPROVED MINUTES

President Jacqueline Hemmer called the meeting to order at 6:04 p.m.

Upon motion by Ms. Hemmer, seconded by Ms. Rutter, the Board moved into closed session from 5:30 to 6:30 p.m. in the High School Library, according to Wisconsin State Statutes 19.85 (1)(c) for considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically, personnel performance issues and clerical negotiations update.

**PRESENT:** Board Members Hemmer, Wall, Boknevitiz, Rutter, Hasenstein and Superintendent Ewald

**EXCUSED:** None

**VISITORS:** Nick Alioto, Business Manager arrived at 6:18 p.m.

The President called closed session to order at 6:04 p.m. The Board reconvened into open session at 6:30 p.m., taking no action.

The regular meeting commenced at 6:31 p.m.

**PRESENT:** Board Members Hemmer, Wall, Boknevitiz, Rutter, Hasenstein and Superintendent Ewald

**EXCUSED:** None

**VISITORS:** Sign-in sheets retained in official minute book ☐ 11 visitors

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

A motion was made by Ms. Rutter, seconded by Mr. Boknevitiz to approve the agenda for November 11, 2004. Motion was unanimously approved.

### PLEDGE OF ALLEGIANCE

**COMMUNICATIONS:** A letter regarding athletic awards from Mr. Joseph Saskowski.

### COMMENTS FROM VISITORS:

Mr. Jack LoPresti distributed a plan to restructure the drop/add course changes and a proposal to make changes to the Language Arts Department.

Mr. Ted Jarosh posed several questions to the School Board inquiring as to what the District's ☐ plan ☐ is regarding the K-8 elementary reconfiguration and how and what finances will be utilized or saved by the reconfiguration.

Mrs. Peggy Pfeffer presented the School Board with approximately 500 petition signatures opposed to the K-8 elementary reconfiguration. Mrs. Pfeffer also expressed her concerns regarding transportation costs with the K-8 reconfiguration and classroom space at each elementary building. Mrs. Pfeffer feels that the District has issues that need to be addressed.

Mrs. Barb Budzinski stated her help in circulating the signed petitions that were presented by Mrs. Pfeffer. Mrs. Budzinski is concerned that money will be still an issue for the School District without the reconfiguration. Mrs. Budzinski talked about the possibility of larger class sizes.

Elementary Special Education Teacher, Ms. Mary Pat Graffwallner expressed her concerns about the Special Education Program and the K-8 elementary reconfiguration. The District needs to be able to provide flexibility, allowing children of different ages to be included. The District will not have the enrollment numbers to provide two (2) cognitive disability programs and the children need to be with age appropriate peers.

### CONSENT AGENDA ACTION ITEMS:

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

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

- ☐ Minutes of October 25, 2004
- ☐ Minutes of November 1, 2004
- ☐ Bills totaling \$483,709.24 and payroll/payroll-related bills totaling \$824,494.73.
- ☐ Personnel Items:

1. That the Board approves the appointment of Michelle Nimmer as Elementary Special Education Teacher for the 2004-2005 school year.
2. That the Board approves the extra-curricular contracts for the 2004-2005 school year:

**SFEA Non-Athletics**

Nicole Mastaglio, High School Newspaper	\$2,157.77
Christian Tomsey, Yearbook Advisor CIV	2,797.11

**NON-SFEA Athletics**

John Jelacic, 8 <sup>th</sup> Grade Boys Basketball Coach, C6 2YR	\$ 995.52
Brian Karas, 7 <sup>th</sup> Grade Boys Basketball Coach, C6 2YR	995.52
Rob Miller, 7 <sup>th</sup> Grade Boys Basketball Coach, C6 1YR	936.96

Upon motion by Mr. Boknevit, seconded by Ms. Rutter, the 6<sup>th</sup> grade field trip request to the Field Museum in Chicago, Illinois was unanimously approved.

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

Instructional Services Director, Ms. Carol Topinka and High School Business Education Teacher, Steve Wills presented Business / Information Technology course proposals. The proposal includes replacing the current Marketing course with Entrepreneurship for second semester of 2004-2005, as well as, adding new courses for the 2005-2006 school year. The proposed new courses offered for 2005-2006 would include Management 101 and Software Applications ☐ Excel and Word for Windows. Upon motion by Ms. Rutter, seconded by Ms. Wall, the proposed changes to Business / Information Technology courses were unanimously approved.

A discussion ensued regarding the parent/teacher conferences scheduled for Thursday, November 18, 2004. The concern is that should the St. Francis High School football team win its playoff game on Saturday, November 13<sup>th</sup>, the team will play in Madison at Camp Randall for the title on Thursday, November 18<sup>th</sup>. Upon motion by Ms. Rutter, seconded by Ms. Hasenstein, the parent/teacher conferences scheduled for Thursday, November 18<sup>th</sup> will be changed to Wednesday, November 17<sup>th</sup>, noting that parents can contact their child's teacher(s) to reschedule should there be a conflict in schedules.

The athletic job descriptions for coaches and event workers were tabled for further review until the next regular School Board meeting.

The School Board reviewed the Open Enrollment projected new seats for 2005-2006. Discussion ensued regarding how many students are too many, especially at the High School. The Board also discussed how many Open Enrollment students actually return the following school year. Business Manager, Nick Alioto stated there was not enough information from past years for the District to make an estimate of how many Open Enrollment students return. The possibility of early registration in March was discussed. The School Board will re-visit the possibility of early registration at the December 20<sup>th</sup> regular School Board meeting.

The School Board discussed the possibility of a two-fold advisory referendum concerning the K-8 elementary reconfiguration. The Board is considering focus sessions to provide additional information on reconfiguration. The Board will be contacting the people who attended tonight's meeting to help answer any questions they may have.

Business Manager, Mr. Nick Alioto reported on the following:

1. The District has obtained a quote from SimplexGrinnell, the present vendor providing fire alarm services to Willow Glen Elementary School, to ensure compliance with the recent findings from the local Fire Inspector. The

approximate cost for the District to be in compliance with the new fire codes is \$13,480.00.

Superintendent Ewald reported on the following:

1. The District and Chartwells Dining Service sponsored a Senior Citizen Thanksgiving Dinner in the High School cafeteria on November 10<sup>th</sup> from 12:30 to 2:30 p.m. The dinner was very successful.
2. American Education Week is November 14-20, 2004.
3. St. Francis School District students voluntarily participated recently in "The Great American Smoke Out" postcard writing contest sponsored by the South Shore Tobacco Free Coalition. Seventy-nine (79) students participated at the St. Francis High School and seventy (70) students participated at Willow Glen Elementary with the writing projects.

President Hemmer reported on the following:

1. Ms. Hemmer expressed her appreciation to all that participated in sponsoring the recent Senior Citizen Thanksgiving Dinner at the High School on November 10<sup>th</sup>.
2. Dr. Ewald and three School Board members were guests at the Association of Commerce Dinner last night. It was an enjoyable evening and another opportunity to work towards improved partnerships with our city officials and business leaders.

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

Approved by: Kathleen A. Rutter, School Board Clerk

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SPECIAL SCHOOL BOARD MEETING  
HELD IN THE HIGH SCHOOL LIBRARY  
**November 1, 2004**

APPROVED MINUTES

President Jacqueline Hemmer called the meeting to order at 5:35 p.m.

Upon motion by Ms. Hasenstein, seconded by Ms. Rutter, the Board moved into closed session from 5:30 to 6:00 p.m. in the High School Library, according to Wisconsin State Statutes 19.85 (1)(f) and Wisconsin State Statute 119.25 and 120.13(1) related to pupil expulsions.

**PRESENT:** Board Members Hemmer, Hasenstein, Rutter, Wall and Superintendent Ewald

**EXCUSED:** Board Treasurer Boknevit

**VISITORS:** None

The President called closed session to order at 5:36 p.m. The Board reconvened into open session at 5:45 p.m., taking the following action:

Upon motion by Ms. Hasenstein, seconded by Ms. Wall, the Board moved unanimously to expel the student brought forth for expulsion hearing. The student is expelled from attending the St. Francis High School and will not be permitted to return to the St. Francis School District permanently.

Upon motion by Ms. Rutter, seconded by Ms. Hemmer, the Board moved into closed session from 5:55 to 8:00 p.m. in the High School Library, according to Wisconsin State Statutes 19.85 (1)(c) for considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically, Board performance assessment, Board roles and District goals.

**PRESENT:** Board Members Hemmer, Hasenstein, Rutter, Wall and Superintendent Ewald

**EXCUSED:** Board Treasurer Boknevit

**VISITORS:** None

The President called closed session to order at 5:55 p.m. The Board reconvened into open session at 7:45 p.m., taking no action.

The next work session is scheduled for December 7, 2004. The Board will be revisiting Board evaluation, goal progress and enrollment/staffing for 2005-2006.

Upon motion by Ms. Hasenstein, seconded by Ms. Wall, the President declared the regular meeting adjourned at 7:45 p.m.

Approved by: Kathleen A. Rutter , School Board Clerk

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REGULAR SCHOOL BOARD MEETING

HELD IN THE HIGH SCHOOL LIBRARY

**October 25, 2004**

APPROVED MINUTES

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

Upon motion by Ms. Hemmer, seconded by Ms. Rutter, the Board moved into closed session from 5:30 to 6:30 p.m. in the High School Library, according to Wisconsin State Statutes 19.85 (1)(f) and Wisconsin State Statutes 119.25 and 120.31(1) related to pupil discipline / investigation.

**PRESENT:** Board Members Hemmer, Hasenstein, Rutter, Wall and Superintendent Ewald

**EXCUSED:** Board Treasurer Boknevit arrived at 6:02 p.m.

**VISITORS:** Attorney Robert Buikema ☐ Davis & Kuelthau, S.C.

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

The regular meeting commenced at 6:31 p.m.

**PRESENT:** Board Members Hemmer, Boknevit, Hasenstein, Rutter, Wall and Superintendent Ewald

**EXCUSED:** None

**VISITORS:** Sign-in sheets retained in official minute book ☐ 1 visitor

Superintendent Ewald 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. Hasenstein, seconded by Ms. Wall to approve the agenda for October 25, 2004. Motion was unanimously approved

**PLEDGE OF ALLEGIANCE**

**COMMUNICATIONS:** None

**COMMENTS FROM VISITORS:** None

**CONSENT AGENDA ACTION ITEMS:**

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

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

- ☐☐ Corrected Minutes of October 14, 2004
- ☐☐ Bills & Payroll ☐☐ No items to report.
- ☐☐ Personnel Items ☐☐ No items to report.

Upon motion by Mr. Boknevit, seconded by Ms. Rutter, the 2004-2005 Budget reflecting the amendment to debt service to \$1,000,035 and the expenditure budget to \$1,010,324.00 was unanimously approved.

Upon motion by Mr. Boknevit, seconded by Ms. Rutter, the Certification of Tax Levy reflecting an amendment to property to \$1,000,035.00 for a total school levy of \$4,708,785.00 was unanimously approved.

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

Revised School Board Policy D-24 ☐☐ Public School Open Enrollment☐☐ was discussed. Upon motion by Mr. Boknevit, seconded by Ms. Wall, revised Policy D-24 ☐☐ Public School Open Enrollment was unanimously approved.

Revised School Board Policy D-08 ☐☐ Maintenance and Confidentiality of Student Records☐☐ was reviewed and discussed at length. Upon motion by Ms. Rutter, seconded by Ms. Wall, revised Policy D-08 ☐☐ Maintenance and Confidentiality of Student Records was unanimously approved.

Instructional Services Director, Ms. Carol Topinka reported on the following:

1. The testing window for the Wisconsin Knowledge and Concepts Exam (WKCE) is November 1-19, 2004. Testing at Deer Creek and Willow Glen is scheduled for November 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup>, 9<sup>th</sup> and 11<sup>th</sup>. The High School testing is scheduled for November 3<sup>rd</sup> and 12<sup>th</sup> from 12:00 to 3:00 p.m. Parents have the option to opt out for 10<sup>th</sup> grade testing.

Discussion ensued concerning proposed new Chapter 220 seats for the 2005-2006 school year. Upon motion by Ms. Rutter, seconded by Ms. Hemmer, a total of twenty (20) new Chapter 220 seats were unanimously approved.

The 2005-2006 Inter-District Voluntary Transfer Agreement was presented for discussion in conjunction with the approval of new Chapter 220 seats. Upon motion by Ms. Rutter, seconded by Mr. Boknevit, the 2005-2006 Inter-District Voluntary Transfer Agreement was unanimously approved.

The Fire Safety Code NFPA 101 that was adopted by the City of St. Francis was discussed. Superintendent Ewald and Instructional Services Director, Ms. Topinka will draft a response to the City of St. Francis regarding this requirement.

The reconfiguration of K-8 elementary schools was discussed. Committee work has begun. The committees will focus on five (5) areas of concern: start time, transportation, library changes, separation anxiety and PTO structures. A discussion ensued regarding the possibility of a two-fold advisory referendum. With the proposed two-fold advisory referendum, citizens could either vote in favor of the reconfiguration of the two K-8 elementary schools, or vote against the K-8 reconfiguration with the contingency to vote in favor of exceeding the revenue cap by \$500,000 each year. The School Board will discuss this option further at the next School Board meeting.

An election to a three-year term on the WASB Board of Directors from Region 11 will take place at the 2004 Fall Regional Meeting on Tuesday, October 26<sup>th</sup> at the Country Inn in Waukesha. The qualified nominees for election from Region 11 are Victoria McCormick from Greendale, and Judie Ristow from Arrowhead Union High School. The St. Francis School Board has selected Victoria McCormick as their candidate of choice and will support her in the upcoming election.

There was no report from Business Manager, Mr. Nick Alioto.

Superintendent Ewald reported on the following:

1. A reminder to Board Members to submit any questions or topics they would like to see addressed at the meeting on Monday, November 1, 2004 with the City of St. Francis elected officials.

President Hemmer reported on the following:

1. The School Board will meet at 5:00 p.m. on Tuesday, October 26<sup>th</sup> in the High School parking lot for the commute to the 2004 Fall Regional Meeting at the Country Inn in Waukesha.

2. The next School Board meeting is Monday, November 1, 2004 in the High School library. There will be a closed session beginning at 5:30 p.m. and a work session following from 6:00 p.m. to 7:45 p.m. The Board will meet with the City of St. Francis at the St. Francis Public Library beginning at 8:00 p.m.
3. A reminder to School Board Members to review meeting minutes.

Upon motion by Mr. Boknevitz, seconded by Ms. Hasenstein, the President declared the regular meeting adjourned at 10:20 p.m.

Approved by: Kathleen A. Rutter, School Board Clerk

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REGULAR SCHOOL BOARD MEETING

HELD IN THE HIGH SCHOOL LIBRARY

**October 14, 2004**

APPROVED MINUTES

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

Upon motion by Ms. Hemmer, seconded by Ms. Rutter, the Board moved into closed session from 6:00 to 6:30 p.m. in the High School Library, according to Wisconsin State Statutes 19.85 (1)(c) for consideration of employment, promotion, compensation or performance evaluation data of any public employee which the governmental body has jurisdiction or exercises responsibility, specifically, non-union employee compensation.

**PRESENT:** Board Members Hemmer, Boknevitz, Hasenstein, Rutter, Wall and Superintendent Ewald

**EXCUSED:** None

**VISITORS:** None

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

Upon motion by Mr. Boknevitz, seconded by Ms. Rutter, the proposed salary increases for non-union personnel, to include the Information Systems Manager, Athletic/Recreation Coordinator, District Secretary and Financial Clerk positions, were unanimously approved.

The regular meeting commenced at 6:31 p.m.

**PRESENT:** Board Members Hemmer, Boknevitz, Hasenstein, Rutter, Wall and Superintendent Ewald

**EXCUSED:** None

**VISITORS:** Sign-in sheets retained in official minute book # 5 visitors

Superintendent Ewald 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. Wall to approve the agenda for October 14, 2004. Motion was unanimously approved.

**PLEDGE OF ALLEGIANCE**

**COMMUNICATIONS:** None

**COMMENTS FROM VISITORS:** None

**CONSENT AGENDA ACTION ITEMS:**

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

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

- ☐ Minutes of September 23, 2004
- ☐ Minutes of October 4, 2004
- ☐ Bills totaling \$409,463.26 and payroll/payroll-related bills totaling \$595,199.55.
- ☐ Personnel Items:

1. That the Board approves the family medical leave request for Terri Nysse.

Upon motion by Ms. Hemmer, seconded by Ms. Rutter, the Youth Option Program requests for 2<sup>nd</sup> semester of the 2004-2005 school year were unanimously approved.

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

Ms. Colleen Chisholm, Title 1 teacher, introduced herself and spoke on her educational background and how well her experience compliments her role as a Reading Specialist. Ms. Chisholm will lead the District in a ☐balanced literacy☐ initiative. Ms. Carol Topinka, Instructional Services Director and Ms. Chisholm will bring forward a three-year plan at a future meeting.

Discussion ensued concerning proposed new Chapter 220 seats for the 2005-2006 school year. Questions arose as to how new seats will impact property tax and class enrollment numbers. The recommendation to table the approval of new Chapter 220 seats, as well as, the 2005-2006 Inter-District Voluntary Transfer Agreement until the October 25<sup>th</sup> regular School Board meeting was approved.

Mr. Nick Alioto reviewed the Fire Safety Code NFPA 101 that was adopted by the City of St. Francis. Mr. Alioto and Dr. Ewald spoke about areas of non-compliance and how the District plans to comply based on teachers☐ classroom needs and fire code expectations.

Business Manager, Mr. Nick Alioto reported on the following:

1. Information on ☐E-Funds for Schools☐ was presented for discussion. This optional program would offer a more convenient payment service to parents by allowing them to make payment through EFT (Electronic Funds Transfer). Mr. Alioto will obtain more information for the School Board to review.
2. The first Facilities Implementation Committee meeting is scheduled for Monday, October 25<sup>th</sup> at 8:30 a.m. in the District Office.
3. The sinks at Deer Creek Elementary are in the process of being repaired.

Superintendent Ewald reported on the following:

1. ☐National School Lunch Week☐ is observed October 11-15, 2004.
2. The ☐8<sup>th</sup> Annual Urban Forum☐ is scheduled for November 8<sup>th</sup> at the UWM Union Wisconsin Room. This forum is free and speakers are Linda Darling-Hammond in the morning and Derrick Bell in the evening. The topic is ☐Educational Inequality☐. The website for more information is [www.sue.uwm.edu-urbanforum](http://www.sue.uwm.edu-urbanforum).
3. The District is working on scheduling a meeting with the City of St. Francis officials to discuss shared goals, objectives, and concerns.
4. The Governor☐s wife, Mrs. Jessica Doyle, presented equipment at a High School assembly in honor of the St. Francis School District☐s 3<sup>rd</sup> place finish in the Governor☐s Health Challenge.
5. The Deer Creek K-8 Steering Committee will have their 2<sup>nd</sup> meeting on October 20<sup>th</sup> at 3:45 p.m.
6. The Willow Glen K-8 Steering Committee will meet for the 1<sup>st</sup> time on October 19<sup>th</sup> at 3:45 p.m.

President Hemmer reported on the following:

1. The next regular School Board meeting is scheduled for Monday, October 25<sup>th</sup> at 6:30 p.m. in the High School

library.

2. There will be a School Board work session on Monday, November 1, 2004 from 6:00 to 8:30 p.m. in the High School library. The focus of the meeting will be centered on Board roles and goals.

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

Approved by: Kathleen A. Rutter, School Board Clerk

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SPECIAL SCHOOL BOARD MEETING  
HELD IN THE HIGH SCHOOL LIBRARY

**October 4, 2004**

APPROVED MINUTES

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

**PRESENT:** Board Members Hemmer, Boknevit, Hasenstein, Rutter, and Wall

**EXCUSED:** Dr. Ronda Ewald

**VISITORS:** None

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

A motion was made by Ms. Rutter, seconded by Ms. Hemmer to approve the agenda for October 4, 2004. Motion was unanimously approved.

Upon motion by Ms. Rutter, seconded by Ms. Hemmer, the Board moved into closed session from 6:00 to 8:30 p.m. in the High School Library, according to Wisconsin State Statutes 19.85 (1)(c) for consideration of employment, promotion, compensation or performance evaluation data of any public employee which the governmental body has jurisdiction or exercises responsibility, specifically, Superintendent/Board evaluation.

**PRESENT:** Board Members Hemmer, Boknevit, Hasenstein, Rutter, and Wall

**EXCUSED:** Dr. Ronda Ewald (excused until 7:15 p.m.)

**VISITORS:** None

The President called closed session to order at 6:00 p.m. The Board reconvened into open session at 8:20 p.m., taking the following action:

Upon motion by Ms. Hemmer, seconded by Ms. Hasenstein, the 2004-2006 contractual salary recommendation for the Superintendent of Schools was unanimously approved.

Upon motion by Mr. Boknevit, seconded by Ms. Rutter, the President declared the meeting adjourned at 8:40 p.m.

Approved by: Kathleen A. Rutter, School Board Clerk

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REGULAR SCHOOL BOARD MEETING  
HELD IN THE HIGH SCHOOL LIBRARY

**September 23, 2004**

APPROVED MINUTES

President Jacqueline Hemmer called the meeting to order at 6:06 p.m.

Upon motion by Ms. Hemmer, seconded by Ms. Rutter, the Board moved into closed session from 6:00 to 6:30 p.m. in the High School Library, according to Wisconsin State Statutes 19.85 (1)(c) for consideration of employment, promotion, compensation or performance evaluation data of any public employee which the governmental body has jurisdiction or exercises responsibility, specifically, employee compensation.

**PRESENT:** Board Members Hemmer, Boknevit, Hasenstein, Rutter, Wall and Superintendent Ewald

**EXCUSED:** None

**VISITORS:** None

The President called closed session to order at 6:06 p.m. The Board reconvened into open session at 6:34 p.m., taking the following action:

Upon motion by Ms. Hemmer, seconded by Mr. Boknevit, the salary increase for the High School Principal and benefit increase for the Instructional Services Director was unanimously approved.

The regular meeting commenced at 6:34 p.m.

**PRESENT:** Board Members Hemmer, Boknevit, Hasenstein, Wall and Superintendent Ewald

**EXCUSED:** None

**VISITORS:** Sign-in sheets retained in official minute book ☐ 8 visitors

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

A motion was made by Ms. Rutter, seconded by Ms. Hasenstein to approve the agenda for September 23, 2004. Motion was unanimously approved.

#### **PLEDGE OF ALLEGIANCE**

#### **COMMUNICATIONS:**

A note of appreciation from High School Secretary, Di Gruchalski on the District's sympathies on the sudden loss of her mother.

#### **COMMENTS FROM VISITORS:**

Ms. Eileen Balistreri expressed her concerns and opinions on the K-8 reconfiguration. Ms. Balistreri stated her opinion that the K-8 reconfiguration is not supported by very many people in the District and her concerns on how the decision was reached by the School Board.

#### **CONSENT AGENDA ACTION ITEMS:**

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

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

☐ Minutes of September 9, 2004

☐ Bills totaling \$11,606.00 and payroll/payroll-related bills totaling \$613,616.22.

☐ Personnel Items:

1. That the Board approves the retirement request for Pamela Bleimehl effective January 1, 2005.

2. That the Board approves the retirement request for Ellen Gyland effective June 30, 2008.
3. That the Board approves the retirement request for Claudia Busateri effective June 30, 2008.

Upon motion by Mr. Boknevit, seconded by Ms. Hemmer, the resolution authorizing temporary borrowing in amount not to exceed \$3,150,000.00 pursuant to Section 67.12(8)(e)1, Wisconsin Statutes was unanimously approved.

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

Ms. Rutter, on behalf of the Athletics/Recreation Committee presented the wage recommendations. After discussion, review and upon motion by Ms. Hemmer, seconded by Ms. Wall, the proposed wage recommendations for athletic/recreation positions were unanimously approved. The Board expressed their appreciation to the Committee for their expeditious work.

Instructional Services Director, Carol Topinka reported on the following:

1. Ms. Topinka outlined the report to the State on English language learners. There are sixteen (16) children in the District with a proficiency ranking of three (3). Six (6) is exit level. There are five (5) language groups: Arabic, Hmong, Laos, Spanish and Chinese. The District receives approximately \$600.00 to educate all sixteen students. The St. Francis Public Library has ESL (English as a Second Language) classes funded by Bridges to Learning.
2. Ms. Topinka highlighted on the new monthly reading initiatives being implemented in the schools.

President Hemmer addressed the public about concerns/rumors circulating regarding the K-8 reconfiguration. President Hemmer also presented a brief update on the K-8 reconfiguration. The Board discussed options on how to improve communications to the public on the K-8 reconfiguration process. The District has identified people to serve on the Steering Committee and the first meeting of the Steering Committee is scheduled for October 5<sup>th</sup> from 4:00 to 6:00 p.m. in the High School library. A discussion ensued regarding the recent District Third Friday enrollment count and what is "just right" enrollment numbers for the District. The Board determined the need to have this topic as a future agenda item. President Hemmer inquired as to if there was a way the District could track Open Enrollment and Chapter 220 students to see how long they attended the St. Francis School District. President Hemmer stated how much the District values their Chapter 220 and Open Enrollment students.

Business Manager, Mr. Nick Alioto reported on the following:

1. A new facilities maintenance position is being advertised.
2. Willow Glen and Deer Creek Elementary Schools are experiencing problems with the clock/bell systems. Costs for satellite clocks are being researched.
3. The trees in the Deer Creek Elementary parking lot were discussed.

Superintendent Ewald reported on the following:

1. A summary of a new project at both elementary schools, EOCA (Early and Ongoing Collaboration and Assistance Grant) was presented. This program is designed with instructional options, professional development and parent/community involvement in addressing all students' needs. The program creates a support system for all kids, so that we do not have students that are struggling with extreme needs and IEPs, but rather targeting early prevention. Each school will receive approximately \$5,000.00. The \$5,000.00 will pay for 80 hours of training. The schools do need to do some action research. There will be 6-8 meetings this year. There will also be stipends for parents involved in this process. Dr. Ewald expressed her appreciation to Building Administrators, Ms. Mancl and Mr. Peuse, as well as, Judy Savick and Jill Savick, the two elementary guidance counselors, who have been instrumental in coordination and implementation of this grant.
2. The "Bully Project" forum sponsored by Fox 6 at the Cousins Center on Monday, September 20, 2004 was well attended. Jill Savick, Judy Savick, Michelle Mancl and Sue Lyles attended. A \$1,000.00 grant is in the process of being written through CESA. Students will be involved by reaching out to the schools and community as part of this project.
3. The District and Chartwells Dining Service will sponsor a Senior Citizen Thanksgiving Dinner in the High School cafeteria on November 10<sup>th</sup> from 12:30 to 2:30 p.m. (early release day for students). The District hopes to have students involved. Jane Carney from Chartwells is accepting donations for this positive community outreach activity.

President Hemmer reported on the following:

1. A reminder to Board Members to complete the WASB survey, which is due by the end of September.
2. The School Law Seminar is scheduled for October 22, 2004.

Upon motion by Mr. Boknevitz, seconded by Ms. Rutter, the President declared the regular meeting adjourned at 8:35 p.m.

Approved by: Kathleen A. Rutter, School Board Clerk

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REGULAR SCHOOL BOARD MEETING

HELD IN THE HIGH SCHOOL LIBRARY

**September 9, 2004**

APPROVED MINUTES

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

Upon motion by Mr. Boknevitz, seconded by Ms. Wall, the Board moved into closed session from 6:00 to 6:30 p.m. in the High School Library, according to Wisconsin State Statutes 19.85 (1)(c) for consideration of employment, promotion, compensation or performance evaluation data of any public employee which the governmental body has jurisdiction or exercises responsibility, specifically, employee termination.

**PRESENT:** Board Members Hemmer, Boknevitz, Hasenstein, Wall and Superintendent Ewald

**EXCUSED:** Board Clerk Rutter

**VISITORS:** None

The President called closed session to order at 6:05 p.m. The Board reconvened into open session at 6:30 p.m., taking the following action:

Upon motion by Ms. Hemmer, seconded by Mr. Boknevitz, the termination of a teacher for lack of Department of Public Instruction licensure was unanimously approved.

The regular meeting commenced at 6:31 p.m.

**PRESENT:** Board Members Hemmer, Boknevitz, Hasenstein, Wall and Superintendent Ewald

**EXCUSED:** Board Clerk Rutter

**VISITORS:** Sign-in sheets retained in official minute book ☐ 4 visitors

Superintendent Ewald 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. Wall to approve the agenda for September 9, 2004. Motion was unanimously approved.

**PLEDGE OF ALLEGIANCE**

**COMMUNICATIONS:** None

**COMMENTS FROM VISITORS:** None

**CONSENT AGENDA ACTION ITEMS:**

President Hemmer inquired if there was any item(s) that should be removed from the consent agenda. Mr. Boknevitz requested that the St. Francis Education Association and the Service Employees International Union ☐ Local 150 contracts be discussed and/or

approved separate from the consent agenda.

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

- ☐ Corrected Minutes of August 12, 2004
- ☐ Corrected Minutes of August 17, 2004
- ☐ Minutes from August 23, 2004
- ☐ Bills and Payroll ☐ No Items Reported
- ☐ Personnel Items:

1. That the Board approves the appointment of Colleen Chisholm as Elementary Title 1 Reading Teacher for the 2004-2005 school year.
2. That the Board approves the FTE increase from .5 to .8 for Diana Krumenauer, Diagnostic/Program Support Teacher for the 2004-2005 school year.
3. That the Board approves the following extra-curricular contracts for the 2004-2005 school year:

**SFEA Athletics**

Melissa Zeman, Head Varsity Volleyball Co-Coach/CII/HC \$1,464.00

**SFEA Non-Athletics**

Doug Hoffman, Art Club \$ 732.00

**Non-SFEA Athletics**

Amy Boglitsch, Head Girls Volleyball Co-Coach/CII \$1,464.00

Joe Kooping, Boys JV Baseball Coach C2/EA 2YR \$1,991.04

Mike Pipp, Boys JV Basketball Coach/C1/EA 4 YRS\* \$2,781.60

Mike Sherman, Head Girls Tennis Coach/HC C2 4+YRS \$2,781.60

\*Mike Pipp's contract will be corrected to reflect the correct date.

It was duly noted that the Recreation Committee would submit a report and their recommendations to the School Board for pay rates for various athletic/recreation positions (i.e., ticket sales). St. Francis Education Association members will receive the same rate of pay as offered to community members. Current community rates apply at the present time.

- ☐ The 7<sup>th</sup> Grade Field Trip to Chicago, Illinois was unanimously approved.

Upon motion by Mr. Boknevitz, seconded by Ms. Hemmer, the ratification of the 2003-2005 contract between the Service Employees International Union Local 150 and the St. Francis School District was unanimously approved.

Upon motion by Mr. Boknevitz, seconded by Ms. Hemmer, the ratification of the 2003-2005 contract between the St. Francis Education Association and the St. Francis School District was unanimously approved.

The School Board and Administration expressed their appreciation to the three negotiating teams, the SIEU, the SFEA and the District for compromising and working together to reach agreements. Settling of the contracts is a positive start to the school year. The District team has submitted dates to the Council #10 ☐ Secretarial and Paraprofessional union, so negotiations may begin as soon as possible.

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

Ms. Mary Ellen Flanagan presented an overview on the **Education for Employment** program. Presently, there are twenty (20) seniors working. Three (3) seniors have completed the two-year program and received credits from Milwaukee Area Technical College. The Wisconsin Careers website is accessible to all students and is funded through a grant. Ms. Flanagan provided a summary of St. Francis students enrolled in courses: 100 students in Business Education; 42 students in Computer Education; 195 students in Family/Consumer Education; and 126 students in Tech Education. The program also includes staff development and works in conjunction with the District's **Work Experience** program. Upon motion by Mr. Boknevitz, seconded by Ms. Wall, the **Education for Employment** program was unanimously approved.

Instructional Services Director, Carol Topinka reported on the following:

1. The ACT test scores report was reviewed at length. Approximately, 60% of St. Francis School District students take the ACT test. Students may take the ACT in their junior year. Students who took the prep class did not significantly outscore those students who did not take the prep class.
2. Ms. Topinka is meeting with Willow Glen and Deer Creek staff to review educational initiatives and the assessment framework document. Curriculum maps will stay with the grade level, not the individual teacher/staff member.

The Principal job description was reviewed. A question was posed regarding job descriptions and whether the individual filling the position should sign the description. After discussion and upon motion by Mr. Boknevitz, seconded by Ms. Hasenstein, the Principal job description and the requirement of having all future District job descriptions signed by the individual filling the position was unanimously approved.

The extra-curricular job descriptions were discussed at length. The format for coaches of fall sports presented to the Board is acceptable. A handbook will be referenced in creating those job descriptions. Job descriptions, such as, tickets takers also need job descriptions. **Program** descriptions will be handled separately. The elementary deadline for the extra-curricular job descriptions has been extended to allow more time for completion.

Upon motion by Mr. Boknevitz, seconded by Ms. Wall, the revised School Board Policy A-07 on **Curriculum Review and Development**, was unanimously approved.

Superintendent Ewald presented a brief update on the K-8 reconfiguration. The District is in the process of identifying people to serve on the Steering Committee. The first meeting of the Steering Committee is tentatively scheduled for October 5<sup>th</sup> from 4:00 to 6:00 p.m. The location of this meeting will be announced at a later date. Other committees will be developed and will meet after November 5<sup>th</sup>, when 1<sup>st</sup> quarter ends.

Business Manager, Mr. Nick Alioto reported on the following:

1. Mr. Alioto presented an update on ongoing District-wide facility projects. The roof repair projects are on schedule. The Deer Creek recreation building work is almost complete. The demolition of the Deer Creek garages came in approximately \$21,000 under budget. New painting vendors will be sought for future outside painting projects.
2. A new payroll clerk has been hired for the District. A new payroll schedule will be implemented. ERMA will be implemented by the end of this year.
3. Vandalism is becoming costly to the District. The District may want to look at possible surveillance systems.

Superintendent Ewald reported on the following:

1. The **Bully Project** forum sponsored by Fox 6 will be held at the Cousins Center on Monday, September 20<sup>th</sup>.
2. The School Board will determine how to participate in the Wisconsin Association of School Boards survey.
3. Superintendent Ewald outlined information received from Mrs. Pack, High School Japanese Teacher on the recent student trip to Japan. The trip was very successful. Students from our sister school in Japan will visit in March 2005.
4. Superintendent Ewald presented an update on the technology interns and the technology projects report.
5. The **Volunteer Program** packet of information was discussed at length, with several changes being recommended.

President Hemmer reported on the following:

1. The annual St. Francis Days celebration held over Labor Day weekend was successful.

Upon motion by Mr. Boknevitz, seconded by Ms. Wall, the Board moved into closed session according to Wisconsin State Statutes 19.85 (1)(c) for consideration of employment, promotion, compensation or performance evaluation data of any public employee which the governmental body has jurisdiction or exercises responsibility, specifically, administrative QEOs.

**PRESENT:** Board Members Hemmer, Boknevitz, Rutter, Hasenstein, Wall

**EXCUSED:** Superintendent Ewald

**VISITORS:** Mr. Nick Alioto, Business Manager

The Board called closed session to order at 8:54 p.m. The Board reconvened into open session at 9:30 p.m., taking no action.

President declared the regular meeting adjourned at 9:30 p.m.

Approved by: Elizabeth A. Hasenstein, Acting School Board Clerk

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REGULAR SCHOOL BOARD MEETING

HELD IN THE HIGH SCHOOL LIBRARY

**August 23, 2004**

APPROVED MINUTES

President Jacqueline Hemmer called the meeting to order at 5:45 p.m.

Upon motion by Ms. Hemmer, seconded by Ms. Wall, the Board moved into closed session from 5:45 to 6:30 p.m. in the High School Library, according to Wisconsin State Statutes 19.85 (1)(c) for consideration of employment, promotion, compensation or performance evaluation data of any public employee which the governmental body has jurisdiction or exercises responsibility, specifically, principal's insurance.

**PRESENT:** Board Members Hemmer, Boknevitz, Hasenstein, Rutter, Wall and Superintendent Ewald

**EXCUSED:** None

**VISITORS:** Mr. Nick Alioto Business Manager

The Board called closed session to order at 5:46 p.m. The Board reconvened into open session at 6:31 p.m., taking the following action:

Upon motion by Ms. Rutter, seconded by Mr. Boknevitz, the request from Dr. Luecht for an insurance reimbursement change was unanimously approved.

The regular meeting commenced at 6:32 p.m.

**PRESENT:** Board Members Hemmer, Boknevitz, Hasenstein, Rutter, Wall and Superintendent Ewald

**EXCUSED:** None

**VISITORS:** Sign-in sheets retained in official minute book 23 visitors

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

A motion was made by Ms. Hemmer, seconded by Ms. Wall to approve the agenda for August 23, 2004. Motion was unanimously approved.

## PLEDGE OF ALLEGIANCE

**COMMUNICATIONS:** None

## COMMENTS FROM VISITORS:

Mr. Jack LoPresti, St. Francis Education Association President, presented a letter the St. Francis Education Association will be distributing to parents at registration. The St. Francis Education Association will not be distributing the letter on school grounds.

## CONSENT AGENDA ACTION ITEMS:

President Hemmer inquired if there was any item(s) that should be removed from the consent agenda. The minutes of the August 12, 2004 and August 17, 2004 meetings were tabled for further review.

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

☐ Corrected Minutes of July 22, 2004

☐ Personnel Items:

1. That the Board approves the appointment of Christian Tomsey as High School English Teacher for the 2004-2005 school year.
2. That the Board approves the following extra-curricular contracts for the 2004-2005 school year:

### SFEA Athletics

Melissa Zeman, Freshman Volleyball Coach/EA C2 1YR \$2,342.40

### Non-SFEA Athletics

Clayton Lynde, Assistant Varsity Football Coach/EA C1 4+YRS \$2,781.60

Mark Santi, Assistant Varsity Football Coach/EA C1 4+YRS \$1,854.40

Scott Santi, Assistant Freshman Football Coach/EA C1 4+YRS \$1,854.40

## REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION:

The Parent Advisory Council focus for 2004-2005 was discussed at length. A flyer to be distributed to parents was presented for review and approval. An upcoming Parent Advisory Council Organizational Meeting is scheduled for Tuesday, September 14, 2004 at 6:30 p.m. in the St. Francis High School Library. Upon motion by Ms. Rutter, seconded by Ms. Hasenstein, support of the Parent Advisory Council's mission was unanimously approved.

The Principal job description was tabled for further review and will be revisited at the September 9, 2004 regular meeting.

School fees were presented for discussion as questions have arisen. Several inconsistencies have been found in the supply lists and fees assessed between the two elementary schools, particularly with the district required agendas and student magazines that are related to student curriculum. It was noted that not all grade levels require agendas or magazines. Mr. Alioto highlighted school fees and what expenses they cover. Upon motion by Ms. Rutter, seconded by Ms. Hasenstein, the cost of district required agendas and magazines used for curriculum purposes would be included in the school fee cost of \$50.00 per student for the 2004-2005 school year. Board Members Hasenstein, Hemmer and Rutter voted aye. Board Members Boknevitz and Wall voted nay.

Revised School Board Policy A-07 on Curriculum Review and Development, was tabled for further corrections and will be revisited at the September 9, 2004 regular meeting.

Superintendent Ewald distributed a chart outlining the make up of four (4) K-8 reconfiguration committees. This is the District's first step in launching the project, which will be completed for the start of the 2005-2006 school year. Tentative meeting dates have been set as follows: Steering Committee will meet on October 5<sup>th</sup> from 4:00 to 6:00 p.m.; the Deer Creek and Willow Glen Implementation Committees will meet after November 5<sup>th</sup> (when 1<sup>st</sup> quarter ends); the Facilities Implementation Committee will meet on October 22<sup>nd</sup>. Superintendent Ewald asked the Board to determine which Board Members will serve on the various committees.

There was no report from Superintendent Ewald.

President Hemmer reported on the following:

1. The National School Board Association Convention is scheduled in San Diego, California for next April. Wisconsin Association of School Boards Regional Meeting is October 26<sup>th</sup>. Elections are taking place at this meeting for the Regional Board of Directors.
2. The next regular School Board meeting is scheduled for Thursday, September 9, 2004 at 6:30 p.m. in the St. Francis High School Library.
3. Congratulations to Jim Dorlack for being selected as Community Newspapers Coach of the Year.
4. Congratulations to St. Francis High School student, Jason Jensen, whom the Wisconsin Basketball League honored in the class of 2006.
5. A reminder to Board Members to submit the WASB staff development points form.
6. The Board is seeking convertibles to ride in the St. Francis Days Annual Parade on September 4<sup>th</sup>.

Upon motion by Ms. Hemmer, seconded by Ms. Rutter, the Board adjourned the regular meeting and proceeded with the Budget/Annual Meeting. President declared the regular meeting adjourned at 6:37 p.m.

Approved by: Kathleen A. Rutter, School Board Clerk

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#### BUDGET HEARING AND ANNUAL MEETING

St. Francis High School Library

4225 South Lake Drive

August 23, 2004

#### APPROVED MINUTES

Budget Hearing was called to order by Jacqueline Hemmer, School Board President, at 6:37 p.m.

Present: Board members Hemmer, Wall, Boknevit, Rutter, Hasenstein and Superintendent Ewald

Visitors: Sign-in sheets retained in official minute book - 23 visitors.

President Hemmer turned the meeting over to Robert Boknevit, School Board Treasurer and Nick Alioto, School Business Manager who discussed and then asked for questions on the 2004-2005 budget.

After all questions were addressed, the Budget Hearing concluded at 7:16 p.m.

Annual Meeting was called to order at 7:17 p.m.

The Pledge of Allegiance was led by President Hemmer.

Mr. Joseph Saskowski nominated Robert Boknevit as chairperson, motion seconded by Mrs. Paula Boknevit. Motion carried.

Upon a motion by Ms. Rutter, seconded by Mr. Boknevit, the minutes for the Annual Meeting of August 25, 2003 were unanimously approved.

Ms. Rutter moved, Ms. Hemmer seconded, that there shall be levied upon the taxable property of the St. Francis School District the sum of \$4,692,076.00. \$3,097,076 for the General Fund for the operation of district schools; \$360,000 for the Community Service Fund; and \$1,235,000 for the discharge of debt obligations. Motion carried unanimously.

Ms. Hemmer moved, Ms. Rutter seconded, that the date and place of the next Annual Meeting be Monday, September 12, 2005 at Deer Creek Elementary School, 3680 South Kinnickinnic Avenue, St. Francis, Wisconsin. Motion carried unanimously.

Mr. Boknevitiz moved, Ms. Wall seconded, that the Annual Meeting be adjourned. Motion carried unanimously.

Annual Meeting was adjourned at 7:24 p.m.

Approved by: Kathleen A. Rutter, School Board Clerk

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SPECIAL SCHOOL BOARD WORK SESSION

HELD IN THE DISTRICT OFFICE

August 17, 2004

APPROVED MINUTES

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

**PRESENT:** Board members Hemmer, Wall, Boknevitiz, Rutter, Hasenstein and Superintendent Ewald

**EXCUSED/ABSENT:** None

**VISITORS:** Ms. Carol Topinka, Instructional Services Director

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

A motion was made by Ms. Hemmer, seconded by Ms. Rutter to approve the agenda for August 17, 2004. Motion was unanimously approved.

**WORK SESSION TOPIC: K-12 Educational Initiatives**

Ms. Carol Topinka, Director of Instructional Services, reviewed the professional development plan for 2004-2005 for the St. Francis School District.

Ms. Topinka discussed the mapping process, where the District is currently and a timeline for the future mapping. Ms. Topinka spoke on WKCE testing and other assessments, noting that in 2005-2006, the District will be testing grades 3<sup>rd</sup> through 8<sup>th</sup>, as well as, 10<sup>th</sup> grade. The Board expressed their concerns regarding accountability as to when maps will be completed at the elementary schools and High School, and how will mapping fit into the assessment process.

Ms. Topinka outlined the State standards and what is tested. The standards are a big part of the whole mapping process. Teachers, through mapping, will become familiar with and use these standards to teach. The outcome is aligned curriculum. Hopefully, children will score higher on the WCKE tests. This is related to improved student achievement, a primary focus for the District.

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

**PRESENT:** Board Members Hemmer, Boknevitiz, Rutter, Hasenstein, Wall and Superintendent Ewald

**EXCUSED:** None

**VISITORS:** None

The Board called closed session to order at 8:07 p.m. The Board reconvened into Open Session at 9:00 p.m., taking no action.

President declared the work session adjourned at 9:00 p.m.

Approved by: Kathleen A. Rutter, School Board Clerk

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HELD IN THE HIGH SCHOOL LIBRARY

August 12, 2004

APPROVED MINUTES

President Jacqueline Hemmer called the meeting to order at 5:52 p.m.

Upon motion by Ms. Hemmer, seconded by Ms. Wall, the Board moved into closed session from 5:30 to 6:30 p.m. in the High School Library, according to Wisconsin State Statutes 19.85 (1)(c) for consideration of employment, promotion, compensation or performance evaluation data of any public employee which the governmental body has jurisdiction or exercises responsibility, specifically, St. Francis Education Association negotiations, support staff grievance hearing, and principal's insurance.

**PRESENT:** Board Members Hemmer, Boknevit, Hasenstein, Wall and Superintendent Ewald

**EXCUSED:** Board Clerk Rutter

**VISITORS:** Mr. Nick Alioto Business Manager and Attorney Robert Buikema Davis & Kuelthau, S.C.

The Board called closed session to order at 5:54 p.m. The Board reconvened into open session at 6:45 p.m., taking the following action:

Upon motion by Ms. Wall, seconded by Ms. Hemmer, the proposal to change Michelle Mancl's family insurance plan at 10% cost paid by Ms. Mancl to a single insurance plan with the District covering 100% of cost was unanimously approved.

The regular meeting commenced at 6:45 p.m.

**PRESENT:** Board Members Hemmer, Boknevit, Hasenstein, Wall and Superintendent Ewald

**EXCUSED:** Board Clerk Rutter

**VISITORS:** Sign-in sheets retained in official minute book 1 visitor

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

A motion was made by Mr. Boknevit, seconded by Ms. Wall to approve the agenda for August 12, 2004. Motion was unanimously approved.

**PLEDGE OF ALLEGIANCE**

**COMMUNICATIONS:** None

**COMMENTS FROM VISITORS:** None

**CONSENT AGENDA ACTION ITEMS:**

President Hemmer inquired if there was any item(s) that should be removed from the consent agenda. The minutes of the July 22, 2004 meeting was tabled for further review.

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

Minutes of July 20, 2004

Bills totaling \$115,138.33 and payroll-related bills totaling \$274,784.50.

Personnel Items:

1. That the Board approves the appointment of Gretchen Haugse as High School English Teacher for the 2004-2005 school year.

2. That the Board approves the appointment of Brianna Stathas as Elementary Teacher for the 2004-2005 school year.

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

The parent enrollment request item was removed from the agenda.

Revised School Board Policy A-07 on Curriculum Review and Development, was presented for a third reading. Revisions were noted and will be reviewed with Instructional Services Director, Ms. Carol Topinka at the August 17, 2004 work session.

The District goals focus for 2004-2005 will be an upcoming work session topic. Date will be determined at August 17, 2004 meeting.

Business Manager, Nick Alioto reported on the following:

1. The audit by Virchow & Krause concluded in two days with no adjustments necessary.
2. The District is approaching its last year of the contract with Chartwells Dining. As required by law, bids will be sought for the 2005-2006 school year.
3. Current projects at the High School include a pavement seal area by the High School concession stand; the High School bleachers repair project is on schedule; the painting of the High School support posts is experiencing some vendor problems.
4. Current projects at Deer Creek Elementary: Two (2) garages will be torn down on schedule (despite asbestos found in one garage); the playground at Deer Creek is finished and the Recreation parking lot potholes will also be completed; a roofer is on-site and that project may be completed by the start of the school year, regardless the roof repair will not interfere with the start of school.

Superintendent Ewald reported on the following:

1. Related to the reconfiguration of K-8 schools in parent conversations this week, questions about class sizes and traffic issues were repeated. These questions will be addressed in planning meetings this school year.
2. There is a planning meeting tomorrow with administration and SFEA members for the new teacher orientation on August 26<sup>th</sup> and August 27<sup>th</sup>.
3. All staffing positions (with the exception of one High School English position) have been filled. The final candidate will be recommended at the August 23<sup>rd</sup> meeting.
4. The August 17<sup>th</sup> work session agenda has been revised. A closed session will follow the meeting.

President Hemmer reported on the following:

1. The Wisconsin Association of School Board's Regional Meeting is October 26<sup>th</sup>. Elections are taking place at this meeting for the Regional Board of Directors.
2. President Hemmer recently attended a Wisconsin Association of School Board Presidents Conference in Green Bay on August 6<sup>th</sup> and August 7<sup>th</sup>.
3. The Board will be focusing on goal priorities for 2004-2005.
4. School registration dates are as follows:

August 24<sup>th</sup> HS Registration/Pictures Seniors 8:00 a.m. / Juniors 10:00 a.m.

August 25<sup>th</sup> HS Registration/Pictures Sophomores 8:00 a.m. / Freshman 10:00 a.m.

August 25<sup>th</sup> DC/WG Registration 9:00 a.m. to 7:00 p.m.

5. President Hemmer expressed her appreciation on the 2003-2004 Annual Report booklet.

Upon motion by Ms. Wall, seconded by Ms. Hemmer, the Board moved into closed session according to Wisconsin State Statutes 19.85 (1)(c) for consideration of employment, promotion, compensation or performance evaluation data of any public employee which the governmental body has jurisdiction or exercises responsibility, specifically, employee compensation.

**PRESENT:** Board Members Hemmer, Boknevit, Hasenstein, Wall and Superintendent Ewald

**EXCUSED:** Board Clerk Rutter

**VISITORS:** None

The Board called closed session to order at 7:56 p.m. The Board reconvened into Open Session at 8:25 p.m., taking no action.

President declared the regular meeting adjourned at 8:26 p.m.

Approved by: Elizabeth A. Hasenstein, Acting School Board Clerk

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REGULAR SCHOOL BOARD MEETING

HELD IN THE HIGH SCHOOL LIBRARY

**July 22, 2004**

**CORRECTED**

**APPROVED MINUTES**

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

Upon motion by Ms. Rutter, seconded by Ms. Hemmer, the Board moved into closed session from 5:30 to 6:30 p.m. in the High School Library, according to Wisconsin State Statutes 19.85 (1)(c) for consideration of employment, promotion, compensation or performance evaluation data of any public employee which the governmental body has jurisdiction or exercises responsibility, specifically, High School personnel, personnel performance and compensation.

**PRESENT:** Board Members Hemmer, Boknevit (arrived 5:45 p.m.), Rutter, Hasenstein, Wall and Superintendent Ewald

**EXCUSED:** None

**VISITORS:** None

The Board called closed session to order at 5:34 p.m. The Board reconvened into Open Session at 6:32 p.m., taking the following action:

Upon motion by Ms. Rutter, seconded by Ms. Hemmer, the High School previously approved English part-time positions was increased to a full-time position and the High School part-time physical education position was increased from 2 periods to 3 periods. The motion was unanimously approved.

The regular meeting commenced at 6:35 p.m.

**PRESENT:** Board Members Hemmer, Boknevit, Rutter, Hasenstein, Wall and Superintendent Ewald

**EXCUSED:** None

**VISITORS:** Sign-in sheets retained in official minute book – 26 visitors

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

A motion was made by Mr. Boknevit, seconded by Ms. Wall to approve the agenda for July 22, 2004. Motion was unanimously approved.

## **PLEDGE OF ALLEGIANCE**

**COMMUNICATIONS:** None

## **COMMENTS FROM VISITORS:**

Mr. Scott Olson inquired as to whether transportation will be provided with the reconfiguration and if there would be any after-school program or childcare.

Ms. Michelle Jeske inquired about the possibility of split classes vs. reconfiguration. Ms. Jeske spoke about her suggestions regarding the traffic congestion at Deer Creek and inquired if a stop sign could be placed at Deer Creek Elementary entrance.

Ms. Dorea Hassanin is concerned that the District will no longer offer swimming classes.

## **CONSENT AGENDA ACTION ITEMS:**

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

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

- Minutes of June 17, 2004
- Minutes of July 1, 2004
- Bills totaling \$224,727.47 and payroll-related bills totaling \$730,790.07.
- Personnel Items:
  1. That the Board approves the appointment of Steven Wills as High School Business Education Teacher for the 2004-2005 school year.
  2. That the Board approves the appointment of David Kjell as High School At-Risk Teacher for the 2004-2005 school year.
  3. That the Board approves the appointment of Christina Vasos as Elementary Teacher for the 2004-2005 school year.
  4. That the Board approves the appointment of Erin McGargill as Elementary Special Education Teacher for the 2004-2005 school year.
  5. That the Board approves the appointment of Cheri Cetnarowski as Elementary Teacher for the 2004-2005 school year.

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

Upon motion by Mr. Boknevit, seconded by Ms. Hasenstein, the move to change the configuration of the two K-8 schools to one lower elementary and one upper elementary beginning with the 2005-2006 school year was unanimously approved. The administration is directed to establish a committee of stakeholders including, but not limited to, staff, students, parents, school organizations, and city officials. A time line of the planning process is to be submitted by October 1, 2004. The planning process should include, but not be limited to, determining the appropriate split of the grade levels, which schools will accommodate these grade levels, and the extended benefit it will have on the education of the children in this District.

The Board previously approved a budget of \$10,000 for the Deer Creek door replacement. Bids were received, with the lowest bid from LaForce, Inc. at \$14,206. Upon motion by Ms. Hemmer, seconded by Mr. Boknevit, the bid from LaForce, Inc. was unanimously approved.

The Board reviewed an informational timeline on the High School renovation of the bleachers.

The City of St. Francis has decided to keep the election-polling site at Deer Creek Elementary School. Recreation programs will be cancelled at Willow Glen and Deer Creek on Election Day. The District will not be canceling physical education classes at Deer Creek and voting will still take place in the gymnasium at Willow Glen.

Revised School Board Policy E-09 on “Curriculum Review and Development,” was discussed at length. This policy will be listed as a policy under School Board Bylaws (Section A), as Policy A-7. The Board will review the changes to this policy and give their final revisions to Vice President, Camie Wall by July 30<sup>th</sup>. The Board will revisit this policy again at the August 12, 2004 regular meeting.

Revised School Board Policy B-05 on “Student Fees and Rentals,” was presented for review. A discussion ensued about the legal aspects of such policy related to collection of delinquent fees. The Board will review the legal aspects of the policy and give their final revisions to Vice President, Camie Wall by July 30<sup>th</sup>. Upon motion by Ms. Hemmer, seconded by Ms. Wall, the decision to suspend Policy B-05 was unanimously approved with the contingency that the new fees will be posted on the District website. Both policies will be brought back at a later meeting. The Business Manager will spearhead revisions to comply with present business practices.

The Early Childhood Support Project Agreement was presented for review and approval. Upon motion by Ms. Rutter, seconded by Ms. Hasenstein, the Early Childhood Support Project Agreement was unanimously approved. Dr. Ewald expressed her appreciation to Ms. Ellen Erceg for clarifying information on this project.

Upon motion by Mr. Boknevit, seconded by Ms. Hasenstein, the Board affirmed the focuses of the four (4) District goals would remain the same, with the Board continuing to work on short-term objectives for 2004-2005.

Business Manager, Nick Alioto reported on the following:

1. The repairs to the playground and doors at Deer Creek Elementary will finished by the end of August. The roof repairs at Deer Creek Elementary will begin in late summer and will continue into the first part of the 2004-2005 school year. The Recreation Building repairs are on schedule.
2. Repairs at the High School are underway, with support beams being painted in August.
3. Willow Glen Elementary has all summer primary cleaning projects completed. All buildings will have summer projects completed by the start of school.
4. The Skyward Financial Software conversion is completed and the District is up and running.
5. An audit by Virchow & Krause is presently taking place.
6. The published District financial budget is the same budget the Board approved.

Superintendent Ewald reported on the following:

1. The Annual Meeting is scheduled for 7:00 p.m. on Monday, August 23<sup>rd</sup> at the St. Francis High School library. The regular meeting will take place at 6:00 p.m. before the Annual Meeting.
2. Dr. Ewald discussed an article on the Chapter 220/Open Enrollment programs that was recently in the Milwaukee Journal-Sentinel and shared the percentage of Open Enrollment and Chapter 220 students enrolled in St. Francis from the January 2003 and January 2004 enrollment counts.
3. The District has filled several vacancies at the High School, Deer Creek and Willow Glen. Vacancies remain at the High School for English teacher positions and an 8<sup>th</sup> grade teaching position at Deer Creek Elementary.
4. Dr. Ewald expressed her gratitude and appreciation to the parents, grandparents and teachers for input in the process resulting in the K-8 reconfiguration.
5. Teachers in the District continue to work on curriculum mapping.

President Hemmer reported on the following:

1. The “Beauty and the Beast” Summer Cool theater production is scheduled for next week at Deer Creek Elementary. Dates and times for the program are Tuesday, July 27<sup>th</sup> at 5:00 p.m. and Wednesday, July 28<sup>th</sup> at 2:00 p.m.
2. The St. Francis School Board will participate in the St. Francis Days Annual Parade.
3. President Hemmer discussed the recent articles on school finance in the newspaper.

4. National Night Out is scheduled for Wednesday, July 28<sup>th</sup> from 6:00 to 9:00 p.m.

Upon motion by Mr. Boknevit, seconded by Ms. Wall, the Board moved into closed session according to Wisconsin State Statutes 19.85 (1)(c) for consideration of employment, promotion, compensation or performance evaluation data of any public employee which the governmental body has jurisdiction or exercises responsibility, specifically, employee compensation.

**PRESENT:** Board Members Hemmer, Boknevit, Rutter, Hasenstein, Wall and Superintendent Ewald

**EXCUSED:** None

**VISITORS:** None

The Board called closed session to order at 8:35 p.m. The Board reconvened into Open Session at 9:00 p.m., taking no action.

President declared the regular meeting adjourned at 9:00 p.m.

Approved by: Kathleen A. Rutter, School Board Clerk

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REGULAR SCHOOL BOARD MEETING

HELD IN THE HIGH SCHOOL LIBRARY

**July 1, 2004**

APPROVED MINUTES

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

Upon motion by Ms. Hemmer, seconded by Ms. Rutter, the Board moved into closed session from 5:30 to 6:30 p.m. in the High School Library, according to Wisconsin State Statutes 19.85 (1)(c) for consideration of employment, promotion, compensation or performance evaluation data of any public employee which the governmental body has jurisdiction or exercises responsibility, specifically, K-12 professional personnel.

**PRESENT:** Board Members Hemmer, Boknevit (arrived 6:00 p.m.), Rutter, Hasenstein, Wall and Superintendent Ewald

**EXCUSED:** None

**VISITORS:** Mr. Nick Alioto, Business Manager

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

The regular meeting commenced at 6:30 p.m.

**PRESENT:** Board Members Hemmer, Boknevit, Rutter, Hasenstein, Wall and Superintendent Ewald

**EXCUSED:** None

**VISITORS:** Sign-in sheets retained in official minute book – 28 visitors

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

A motion was made by Mr. Boknevit, seconded by Ms. Rutter to approve the agenda for July 1, 2004. Motion was unanimously approved.

**PLEDGE OF ALLEGIANCE**

**COMMUNICATIONS:**

Superintendent Ewald composed/read a response letter to the Lifestyle article in the June 27<sup>th</sup> edition of the Milwaukee Journal-

Sentinel. This response letter will be sent to the editor of the Milwaukee Journal-Sentinel.

A communication from the St. Francis 4<sup>th</sup> of July Committee outlining their “annual” use of District property for the 4<sup>th</sup> of July festivities was received and unanimously approved.

**COMMENTS FROM VISITORS:**

Mr. Steve Koons requested more information about the findings of the Facilities and Educational Study Committees.

Ms. Cathy Ali does not want the elementary schools reconfigured.

Ms. Michelle Jeske inquired as to how many students live in St. Francis, but attend schools in other districts.

Ms. Kelly Fisher inquired as how transportation would be planned if the two elementary schools were reconfigured.

Ms. Barb Schlax inquired as to how the elementary reconfiguration will benefit the students.

Ms. Karen Lynn inquired as to how this reconfiguration would impact the special education programs.

Mr. Wade Van Westin inquired as to how the elementary buddy programs will be affected.

Ms. Lauren Pawlak suggested the utilization of Deer Creek Elementary for grades 7, 8 and 9.

Ms. Susan Lyles gave positive feedback on the District phone broadcast message in communicating with parents on tonight’s meeting.

Ms. Ellen Ferentz inquired as to what is the reality of the situation. Does this need to take place? If so, the public and parents are requesting more information before a decision is made.

**CONSENT AGENDA ACTION ITEMS:**

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

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

Bills totaling \$413,256.62 and payroll-related bills totaling \$135,882.13.

Personnel Items:

1. That the Board approves the resignation of Richard Driver, Custodian effective July 6, 2004.
2. That the Board approves the resignation of Sheri Stangel, Payroll/Benefits Clerk effective June 28, 2004.
3. That the Board approves the extra-curricular contracts for the following person for the 2004-2005 school year:

**Non-SFEA Athletics**

Bobbie Raatz, Spirit Squad Coach (Fall Contract)\* \$1,112.64

Bobbie Raatz, Spirit Squad Coach (Winter Contract)\* \$1,390.80

\*Subject to Master Agreement & Negotiations

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

**K-8 SCHOOL RESTRUCTURING**

The possible reconfiguration of Willow Glen Elementary and Deer Creek Elementary was discussed at length. Discussion ensued about how the District needs to proceed with future planning, what is the timeline involved and when would it be implemented. Mr. Alioto reviewed the District financial benefits for the reconfiguration. Ms. Hemmer made a motion, seconded by Ms. Rutter, to

approve the reconfiguration of Willow Glen Elementary and Deer Creek beginning in the 2005-2006 school year. Further discussion ensued upon this motion and the concern to inform parents regarding this pending decision. Upon motion by Mr. Boknevit, seconded by Ms. Hasenstein, the decision to table the vote on the reconfiguration until the July 22, 2004 regular School Board meeting was voted on. Members Boknevit, Hasenstein, Rutter and Wall voted yea. President Hemmer voted nay. Motion was carried to table the decision on the elementary reconfiguration until the July 22, 2004 regular School Board meeting.

Information on the possible K-8 reconfiguration will be available in the District Office, Deer Creek Elementary Office, the St. Francis Public Library, as well as, on the District website: [www.stfrancisschools.org](http://www.stfrancisschools.org)

President declared the regular meeting adjourned at 8:25 p.m.

Approved by: Kathleen A. Rutter, School Board Clerk

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REGULAR SCHOOL BOARD MEETING

HELD IN THE HIGH SCHOOL LIBRARY

**June 17, 2004**

APPROVED MINUTES

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

Upon motion by Mr. Boknevit, seconded by Ms. Rutter, the Board moved into closed session from 5:30 to 6:30 p.m. in the High School Library, according to Wisconsin State Statutes 19.85 (1)(c) for consideration of employment, promotion, compensation or performance evaluation data of any public employee which the governmental body has jurisdiction or exercises responsibility, specifically, High School personnel and according to Wisconsin Statutes 120.13(35) – restricting access to School property.

**PRESENT:** Board Members Hemmer, Boknevit, Rutter, Hasenstein, Wall and Superintendent Ewald

**EXCUSED:** None

**VISITORS:** Dr. Gerald Luecht, High School Principal

The Board called closed session to order at 5:30 p.m. The Board reconvened into Open Session at 6:35 p.m. and took the following action:

Upon motion by Ms. Rutter, seconded by Ms. Wall, the motion to approve hiring additional staff to cover two (2) periods of English and two (2) periods of Physical Education was approved.

Upon motion by Ms. Hemmer, seconded by Mr. Boknevit, the resolution to deny two High School students access to District property for a period of no less than five (5) years was unanimously approved

The regular meeting commenced at 6:30 p.m.

**PRESENT:** Board Members Hemmer, Boknevit, Rutter, Hasenstein, Wall and Superintendent Ewald

**EXCUSED:** None

**VISITORS:** Sign-in sheets retained in official minute book – 3 visitors

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

A motion was made by Mr. Boknevit, seconded by Ms. Hemmer to approve the agenda for June 17, 2004. Motion was unanimously approved.

**PLEDGE OF ALLEGIANCE**

**COMMUNICATIONS:**

A letter from Nancy Woods expressing her appreciation for the wonderful experience her family had at the Willow Glen Science Fair Night.

A thank you note from retiring District Social Worker, Joan Laux, expressing her gratitude for the District gift and luncheon.

Thank you letters from the Deer Creek Elementary 7<sup>th</sup> grade expressing their gratitude for allowing the 7<sup>th</sup> grade to participate in Outdoor Education at Camp Timber-Lee.

Reports from both Library Media staff, Larry Lesniewski and Sue Dohr were reviewed.

#### **COMMENTS FROM VISITORS:**

Ms. Susan Bostedt outlined the implementation of the proposed volunteer program.

#### **CONSENT AGENDA ACTION ITEMS:**

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

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

- ☐ Minutes of May 27, 2004
- ☐ Bills totaling \$179,267.85 and payroll/payroll-related bills totaling \$528,105.74.
- ☐ Personnel Items:
  1. That the Board approves the resignation of Marie Trimborn-Kaye, High School Teacher effective June 30, 2004.
  2. That the Board approves the 2004 family medical leave for Sue Clarey.
  3. That the Board approves the 2004 family medical leave for Anne Mannelli.

Upon motion by Mr. Boknevit, seconded by Ms. Hasenstein, the “Continued Spending Resolution,” authorizing Administration to continue spending based on the preliminary budget assumptions presented was unanimously approved.

Upon motion by Mr. Boknevit, seconded by Ms. Hemmer, the proposal from Community Insurance Corporation for District workers’ compensation and liability insurance coverage was unanimously approved authorizing administration to accept the CIC proposal, renewable annually, for up to five (5) years contingent upon that the increase does not exceed 5%.

Upon motion by Ms. Rutter, seconded by Mr. Boknevit, the St. Francis Days Committee request to utilize District grounds September 3-5, 2004 was unanimously approved.

Upon motion by Ms. Hemmer, seconded by Mr. Boknevit, the resolution authorizing the establishment of an escrow account with respect to certain outstanding general obligation refunding bonds dated October 1, 1995 was unanimously approved.

Upon motion by Mr. Boknevit, seconded by Ms. Rutter, the Siemens Deer Creek Performance Contract was unanimously approved.

Upon motion by Ms. Hemmer, seconded by Mr. Boknevit, the donation of five (5) AED Defibrillator Units from the St. Francis Lions Club was unanimously approved.

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

Instructional Services Director, Ms. Carol Topinka reported on the following:

1. Spanish and Algebra class offerings for 8<sup>th</sup> grade students using the following criteria prepared by the teachers. There are 14 students interested in Spanish, 16 for Algebra and more than 9 students would like to take both classes. Discussion ensued regarding the criteria for selecting which students qualify to take the classes.
2. Summer School – Appreciation to Jill Savick for all her hard work on preparing for summer school. The enrollment numbers are low for Session II. Nova Net classes will be reviewed as to whether the District offers this class as an option next year.

3. The WKCE test scores for 4<sup>th</sup>, 8<sup>th</sup> and 10<sup>th</sup> grades were reviewed. The testing in the St. Francis School District will be a focus for the DATA retreat in August.

The District addressed a letter from the City of St. Francis regarding the City's concerns with the current election polling sites. In the District's efforts to continue their positive relationship with the City, Dr. Ewald will call the City of St. Francis to see what needs to be addressed to accommodate the polling sites at the elementary schools.

Revised School Board Policy E-09 on "Curriculum Review and Development," was discussed at length. This policy will be listed as a policy under School Board Bylaws (Section A), as Policy A-7. The Board will review the changes to this policy and give their final revisions to Vice President, Camie Wall by July 1<sup>st</sup>.

Revisions to School Board Policy D-23 on "Extra-Curricular Conduct Code," were discussed. The policy will be forwarded to the K-12 Recreation Committee, to ensure it is conducive. This policy will be revised before the 2004-2005 school year starts.

Business Manager, Mr. Nick Alioto reported on the following:

1. Roof bids received were higher than anticipated. After a review of the bids and upon motion by Mr. Bokneviz, seconded by Ms. Rutter, the bid from Langer Roofing was unanimously approved.
2. The replacement/repair of the bleachers was discussed and upon motion by Ms. Rutter, seconded by Ms. Hasenstein, the School Board authorized Mr. Alioto to seek bids for new bleachers.
3. The High School lockers have been repaired and secured to the wall.
4. Custodial changes will go into effect on July 1, 2004. Custodial staff at Willow Glen and the High School has received lists of projects that are required to be completed over the summer. The District is anticipating a grievance regarding the changes.

Superintendent, Dr. Ronda Ewald reported and discussed the following:

1. Remind and celebrate – Gina Waite going to Japan.
2. The July 1<sup>st</sup> School Board agenda will be revised and reposted.
3. The School Board will be distributing flags in the 4<sup>th</sup> of July annual parade.
4. The schedule for the August School Board meetings is as follows:

q	August 12, 2004	Regular Meeting – 6:30 p.m. (HS Library)
q	August 17, 2004	Board Work Session – 6:00 p.m. (HS Library)
q	August 23, 2004	Regular Meeting – 6:00 p.m. with Annual Meeting to follow at 7:00 p.m. (HS Library)
q	August 26, 2004	NO MEETING

School Board President, Jacqueline Hemmer reported and discussed the following:

1. The Board will continue to keep their focus on student learning and addressing what can the School Board do to help raise student test scores.
2. Upcoming School Board work session agenda dates and topics have been set.
3. The Board attended the High School graduation ceremony. It was a memorable occasion for all that attended.

The Board cancelled the originally scheduled closed session after the meeting.

President declared the regular meeting adjourned at 9:28 p.m.

Approved by: Kathleen A. Rutter, School Board Clerk

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REGULAR SCHOOL BOARD MEETING

HELD IN THE HIGH SCHOOL LIBRARY

May 27, 2004

APPROVED MINUTES

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

Upon motion by Mr. Boknevit, seconded by Ms. Hemmer, the Board moved into closed session from 6:15 to 6:30 p.m. in the High School Library, according to Wisconsin State Statutes 19.85 (1)(c) for consideration of employment, promotion, compensation or performance evaluation data of any public employee which the governmental body has jurisdiction or exercises responsibility, specifically, SFEA negotiations.

**PRESENT:** Board Members Hemmer, Boknevit, Rutter, Hasenstein, Wall and Superintendent Ewald

**EXCUSED:** None

**VISITORS:** Mr. Nick Alioto, Business Manager

The Board called closed session to order at 6:15 p.m. The Board reconvened into Open Session at 6:30 p.m. and took no action.

The regular meeting ensued.

**PRESENT:** Board Members Hemmer, Boknevit, Rutter, Hasenstein, Wall and Superintendent Ewald

**EXCUSED:** None

**VISITORS:** Sign-in sheets retained in official minute book  1 visitor

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

A motion was made by Ms. Rutter, seconded by Mr. Boknevit to approve the agenda for May 27, 2004. Motion was unanimously approved.

**PLEDGE OF ALLEGIANCE**

**COMMUNICATIONS:** None

**COMMENTS FROM VISITORS:** None

**CONSENT AGENDA ACTION ITEMS:**

President Hemmer inquired if there was any item(s) that should be removed from the consent agenda. Item #3  Personnel Items was removed for further discussion.

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

Minutes of May 13, 2004

Bills totaling \$164,144.87 and payroll/payroll-related bills totaling \$592,584.89.

Personnel Items:

1. That the Board approve the extra-curricular contract for the following person for the **2003-2004** school year:

**Non-SFEA Athletics (Elementary)**

Beth Obst, Jr. High Pep Squad Coach

\$ 935.96

2. That the Board approve the extra-curricular contracts for the following people for the **2004-2005** school year:

**SFEA Class Advisors (High School)**

Terry Benka, 10 <sup>th</sup> Grade Class Advisor CIII	\$ 585.60
Terry Benka, National Honor Society Advisor, CIII	732.00
Chris Dusold, HS Detention Supervisor, C IV	2,928.00
Laura Edwin, 11 <sup>th</sup> Grade Co-Class Advisor, CIII	841.80
Erich Gottfried, Science Club Advisor, HS CIII	732.00
Larry Hanlon, International Club Co-Advisor, HS CIII	841.80
Carla Herried, Peer Helper Advisor, CIII	732.00
Mike King, Web Master High School	1,595.76
Ellen Kohls, 11 <sup>th</sup> Grade Co-Class Advisor, CIII	841.80
Trevor Loes, Band HS/Elementary Band WG/DC, CIII	3,220.80
Nicole Morawski, Co-Pep Club Advisor, CIII	366.00
Drew Novotny, Drama Director, CV	3,806.40
Yukari Pack, Teacher ☞ Extra Class, CIV	2,928.00
Yukari Pack, Japanese Sister School	951.60
Jan Phillips, 9 <sup>th</sup> Grade Class Co-Advisor, CIII	585.60
Judy Richmond, Peer Helper Advisor, CIII	732.00
Angela Samman, International Club Co-Advisor, HS CIII	841.80
David Santi, 12 <sup>th</sup> Grade Class Advisor, CIII	1,683.60
Chris Trasser, Co-Pep Club Advisor, CIII	366.00
Timothy Wurgler, Chorus HS/Elementary Choir, CIII	1,903.20

**SFEA Athletics (High School)**

Terry Benka, Freshman Girls Tennis Coach, EA C2	2,342.40
Terry Benka, Boys Varsity Golf Coach, CII/HC	2,928.00
Katie Cerniglia, Boys JV Tennis Coach, CII/NA 0YRS	1,756.80
James Dorlack, Boys V Baseball Coach, CII/EA	2,928.00
James Dorlack, Varsity Football Coach/EA C1	2,928.00
Erich Gottfried, Boys Freshman Baseball Coach C2	2,342.40
Mike King, Boys Varsity Tennis Coach, CII/HC	2,928.00
Larry Lesniewski, Boys JV Golf Coach, CII/EA	2,342.40

George Logic, Boys & Girls Head Track Coach, CII/HC	4,392.00
Carrie Miller, Girls JV Softball Coach, CII/EA	2,342.40
Kimberly Palazzo, Boys & Girls Assistant Track Coach, CII/NA	1,756.80
Victor Mandarich, Boys & Girls Cross Country Coach/HC C2	2,928.00
David Santi, JV Football Coach/EA C1	2,928.00
David Santi, Boys Freshman Basketball Coach C1/EA	2,928.00

**SFEA Class Advisors (Elementary)**

Claudia Busateri, Earthkeepers Club, CIII (DC)	732.00
Jeanne Koblewski, Cadets, CIII (DC)	1,024.80
Jane Perkins, Web Master Deer Creek	1,595.76
Missy Zeman, Elementary Student Council, CIII (DC)	1,171.20
Geriann Crawley, Cadets, CIII	1,024.80
Peter Graven, Web Master Willow Glen	1,595.76
Peter Graven, Elementary Student Council Co-Advisor	585.60
Kelli Krall, Newspaper Advisor Willow Glen, CIV	1,976.40
Kelli Krall, Elementary Student Council Co-Advisor	585.60
Eileen Wagner, Readers/Writers Workshop Club	732.00

**SFEA Athletics (Elementary)**

Jack LoPresti, Rec. Dept. Basketball Coach/Little Dribblers	500.00
Jack LoPresti, 7 <sup>th</sup> Grade Boys Basketball Coach C6 (Team 2)	1,171.20
Missy Zeman, Jr. High Volleyball Coach C6 (7 <sup>th</sup> Grade)	1,171.20

**2004-2005 SFEA Contract Total: 78,853.28**

**Non-SFEA Class Advisors**

Mike Szydowski, High School Student Council Advisor, CIII	1,251.72
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**Non-SFEA Athletics (High School)**

Mark Beaumont, Asst. Varsity Football Coach/EA CI	2,781.60
Gary Griffin, Freshman Football Coach/EA CI	1,708.00
Marco Gruchalski, Girls JV Volleyball Coach/EA C2	1,873.92
John Kloppenburg, Boys Varsity Basketball Co-Coach CI/HC	1,808.04
Earl Kloss, JV Football Coach/EA CI	2,781.70
Joe Paczocha, Boys Varsity Basketball Co-Coach CI/HC	1,808.04
Mike Pipp, Boys JV Basketball Coach/CI/EA	2,342.40

Doug Sarver, Head Varsity Football Coach/HC CI	3,616.08
Joe Saskowski, Girls JV Basketball Coach, CI	2,781.60
Dave Scheel, Freshman Football Coach/EA CI	1,708.00
Rachel Swick, JV Girls Tennis Coach/EA C2	2,225.28

**Non-SFEA Athletics (Elementary)**

Mike Szydlowski, Girls Jr. High Basketball Coach/JH C6	1,112.64
Mike Szydlowski, Girls Varsity Basketball Coach, CI/HC	3,616.08
Joseph Saskowski, Soccer Coach ¶¶ Rec. Department	500.00
Beth Obst, Jr. High Pep Squad Coach	992.52

**2004-2005 Non-SFEA Contract Total: 32,907.62**

After discussion and upon motion by Ms. Hemmer, seconded by Ms. Hasenstein, the extra-curricular contracts presented were unanimously approved with the following stipulation. The listed positions need to have a job description (using the District standard template). The supervisor and the person holding the position within thirty (30) days prior to the starting date of the position or October 1st, whichever date occurs later, will complete the job descriptions.

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

Mr. Nick Alioto reviewed the Budget assumptions for 2004-2005. The reality is resident enrollment is declining and even with Open Enrollment students, the District will be at a very tight budget. At the June 17<sup>th</sup> regular Board meeting, the District will be asked to approve a resolution for continued spending. An update on Siemen¶¶s Building Technologies¶¶ proposal, as well as, other District projects was reviewed. Mr. Alioto outlined projects scheduled for the 2004-2005 school year. Information on repairing bleachers at the High School will be presented at the June 17<sup>th</sup> meeting.

Mr. Nick Alioto reviewed the proposed 10-year maintenance plan. In this proposed plan, Administration will obtain bids for a 10-year plan (not to exceed \$10,000.00) to be submitted to Superintendent Ewald. Upon motion by Mr. Boknevitz, seconded by Ms. Wall, the 10-year maintenance plan was unanimously approved.

Superintendent Ewald presented an update on 2004-2005 staffing. There are several teaching vacancy postings at the present time. Superintendent Ewald distributed a document from High School Principal, Dr. Gerald Luecht, in regards to High School staffing. The Board would like tentative schedules for students by the end of this school year. The Board expressed their concern with the unfinished schedule presented, as it did not include the full-time business class placements and there were imbalances.

Revisions to School Board Policy D-23 on ¶¶Extra-Curricular Conduct Code,¶¶ were presented for a first reading. The policy will be revisited at the June 17<sup>th</sup> regular Board meeting.

Revisions to School Board Policy E-09 on ¶¶Curriculum Review and Development,¶¶ were presented for a first reading. The policy will be revisited, as well, at the June 17<sup>th</sup> meeting.

Revisions to School Board Policy E-07 on ¶¶Youth Options Program,¶¶ were presented for a first reading. The policy was discussed at length and upon motion by Ms. Rutter, seconded by Mr. Boknevitz, revised policy E-07 ¶¶ Youth Options Program was unanimously approved.

School Board President, Jacqueline Hemmer opened the discussion regarding appointments/membership on committees. The appointments are as follows:

- q Jacqueline Hemmer and Kathleen Rutter will serve on the Negotiations Committee.
- q Elizabeth Hasenstein will act as the Legislative Liaison.
- q Camille Wall was appointed as a Policy Resource Person.
- q Kathleen Rutter and Robert Boknevitz will serve on the Recreation Committee.

After discussion, the Board realizes the importance of having a set time for work sessions for the Board. The third Tuesday evening of each month will be set-aside for a School Board work session. Topics will vary according to the current issues and needs of the Board.

The upcoming School Board meetings/work sessions:

June 17 <sup>th</sup>	6:30 p.m.	Regular Meeting
June 22 <sup>nd*</sup>	6:30 p.m.	Board Work Session Topic: Assessment & Curriculum
July 1 <sup>st</sup>	6:30 p.m.	Regular Meeting: School Restructuring (Only Topic)
July 20 <sup>th</sup>	6:00 p.m.	Board Work Session Topic: District Goals
July 22 <sup>nd</sup>	6:30 p.m.	Regular Meeting

Instructional Services Director, Ms. Carol Topinka will present test scores, a curriculum mapping and other District educational initiatives update at the tentatively scheduled June 22<sup>nd\*</sup> Board work session.

Business Manager, Mr. Nick Alioto reported on the following:

1. Several blocks of lockers at the High School will be fixed during the summer.
2. Food Service ☐ A food survey was developed to be utilized by Chartwells and the Building Administrators. The results of the survey were passed out to the Board.
3. The District will be eliminating a custodial position and creating a maintenance position for the District this summer, as previously voted on by the Board.
4. The outside sign at the High School is in disrepair. Mr. Alioto will look into fixing/replacing.

Superintendent, Dr. Ronda Ewald reported and discussed the following:

1. Staff believe that registration for the elementary K-8 should take place at each elementary in August. The District will not be using the St. Francis Community Center for registration. Also, there will be no late fees assessed for late registrants.
2. Governor Doyle's TABOR response letter to the District was referenced.
3. Information was distributed on ☐Life Track.☐ This program surveys students after graduation. Dr. Ewald asked the Board to review the information and give her feedback.

The Board cancelled the originally scheduled closed session after the meeting.

President declared the regular meeting adjourned at 10:00 p.m.

Approved by: Kathleen A. Rutter, School Board Clerk

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REGULAR SCHOOL BOARD MEETING

HELD IN THE HIGH SCHOOL LIBRARY

**May 13, 2004**

APPROVED MINUTES

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

Upon motion by Mr. Boknevit, seconded by Ms. Hemmer, the Board moved into closed session from 5:30 to 6:30 p.m. in the High School Library, according to Wisconsin State Statutes 19.85 (1)(c) for consideration of employment, promotion, compensation or performance evaluation data of any public employee which the governmental body has jurisdiction or exercises responsibility, specifically, administrative personnel contracts and SFEA negotiations.

**PRESENT:** Board Members Hemmer, Boknevit, Rutter, Hasenstein, Wall and Superintendent Ewald

**EXCUSED:** None

**VISITORS:** Mr. Blake Peuse, and Mr. Nick Alioto, Business Manager

The Board called closed session to order at 5:30 p.m. The Board reconvened into Open Session at 6:34 p.m. and took no action.

The regular meeting ensued.

**PRESENT:** Board Members Hemmer, Boknevit, Rutter, Hasenstein, Wall and Superintendent Ewald

**EXCUSED:** None

**VISITORS:** Sign-in sheets retained in official minute book 7 visitors

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

A motion was made by Ms. Rutter, seconded by Mr. Boknevit to approve the agenda for May 13, 2004. Motion was unanimously approved.

#### **PLEDGE OF ALLEGIANCE**

**COMMUNICATIONS:** None

#### **COMMENTS FROM VISITORS:**

Ms. Sue Lyles presented the School Board with a signed petition from her daughter's class to implement a permanent substitute for her class at Deer Creek Elementary.

#### **CONSENT AGENDA ACTION ITEMS:**

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

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

Minutes of April 22, 2004

Minutes of May 6, 2004

Minutes of May 10, 2004

Bills totaling \$309,221.78 and payroll/payroll-related bills totaling \$774,877.27.

Personnel Items:

1. That the Board approves the hiring of Blake Peuse as Principal for the St. Francis School District and the issuance of such contract covering July 1, 2004 through June 30, 2006.
2. That the Board approves the hiring of Michelle Mancl as Principal for the St. Francis School District and the issuance of such contract covering July 1, 2004 through June 30, 2006.
3. That the Board approves the tentative 2004 Summer School contracts as presented.
4. That the Board approves the extra-curricular contracts for the following people for the 2003-2004 school year:
  - a. Katie Cerniglia, Boys Freshman Tennis Co-Coach, C2 EA \$1,171.20

- b. Mike King, Boys Freshman Tennis Co-Coach, C2 EA \$1,171.20

**BOARD ACTION ITEMS:**

Upon motion by Mr. Boknevit, seconded by Ms. Hasenstein, the proposed revisions to Board Policy A-1 were unanimously approved.

**ELECTION OF OFFICERS:**

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

Upon motion by Ms. Hemmer, seconded by Ms. Rutter, Camille Wall was elected School Board Vice President.

Upon motion by Ms. Hemmer, seconded by Ms. Rutter, Robert Boknevit was elected School Board Treasurer.

Upon motion by Mr. Boknevit, seconded by Ms. Hasenstein, Kathleen Rutter was elected School Board Clerk.

2004-2005 School Board Committee appointments to be made at a later date.

Upon motion by Mr. Boknevit, seconded by Ms. Hasenstein, the appointment of Kathleen Rutter as representative of the St. Francis School District to the Cooperative Educational Services Agency #1 2004 Annual Convention was unanimously approved.

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

Dr. Ronda Ewald presented a report in place of St. Francis High School Building Administrator, Dr. Gerald Luecht, who was unable to attend the meeting. Dr. Ewald reported on the following:

1. Student Learning:
  - i. High School Junior, Tyeshia Boyle applied for the AIM Program with the Medical College of Wisconsin. There were over 100 applications received for this program. Tyeshia was one of the students chosen. Tyeshia has goals to become a doctor and is very excited and it is well deserved.
  - ii. The High School Drama Club is presenting a play, "Arsenic and Old Lace." The play has had wonderful attendance.
2. A sub-committee of the High School Steering Committee is working on a review of graduation requirements at St. Francis.
3. The Prom was well attended. Students are to be commended on their behavior.
4. Information was distributed to the Board on student schedules for 2004-2005. Mr. Boknevit expressed his concerns with the proposed High School schedules being oversized.

Willow Glen Building Administrator, Michelle Mancl reported on the following:

1. Student Learning: Willow Glen mailed out retention and progress reports. There are ten (10) children being recommended for possible retention in grades 4 through 8. Students in 8<sup>th</sup> grade were recommended for the At-Risk Program.
2. Student Welfare: Eight (8) children have been referred for special education needs. Twelve (12) students were suspended within the last month.
3. School Goals: Curriculum mapping is going well. The last in-service focused on collaboration with grade levels to see where there were gaps, strengths, etc.
4. There was good attendance at Willow Glen's Science Night. This was a wonderful opportunity for parents and children.
5. Dr. Victor DeNoble will be making a presentation at Willow Glen on smoking.
6. A volunteer luncheon is presently being planned for volunteer parents from the teachers at Willow Glen.

Deer Creek Building Administrator, Elma Gonzales-Radke reported on the following:

1. Five (5) students in 8<sup>th</sup> grade will be at Nova Net. Six (6) will be attending summer school.
2. School Goals:
  - i. Curriculum mapping continues with grade level meetings.
  - ii. Writing Component ☐ Students☐ work is posted at Deer Creek.
  - iii. Deer Creek is partnering with Willow Glen in many areas.
3. School Activities:
  - i. Earth Awareness
  - ii. Deer Creek is observing health and fitness with the Governor☐s Challenge.
  - iii. Staff Appreciation Week was May 3-7, 2004.
  - iv. The last Deer Creek PTO Meeting was held on May 5, 2004.
  - v. The Deer Creek Elementary Annual Picnic is scheduled for June 4, 2004.
  - vi. Deer Creek recently received a donation of a new flag from the Bay View Community Auxiliary #108.

President Hemmer thanked Mrs. Radke for her years of service to the District and best wishes for her future endeavors.

The proposed TABOR resolution was presented for approval. After discussion and upon motion by Mr. Boknevitiz, seconded by Ms. Rutter, the TABOR resolution was unanimously approved.

Mr. Kearney from Siemens Building Technologies, Inc. reviewed the Deer Creek pool facility project and outlined to the Board what could be modified if the District were to convert the pool into a gymnasium. The next step in the process is to approve a letter of intent and Siemens would present different plans for the Board to review for approval. Mr. John Lambert from Siemens will be the Project Manager. A breakdown of the funds to support this project is as follows: \$100,000 from the General Maintenance Fund; \$178,612.00 from the Service Fund Levy; and \$50,000.00 from the Community Service Fund. Upon motion by Mr. Boknevitiz, seconded by Ms. Wall, the proposal for Deer Creek Recreation Facility Improvements was unanimously approved.

Business Manager, Nick Alioto presented the OPEB (Other Post Employment Benefits) Plan that PBCG (Public Business Consulting Group) has offered to do for the District. Mr. Alioto reviewed the District☐s need to do this to be ☐fiscally responsible.☐ This will allow the District to know what the District is paying out and how to set aside funds for future retirements. Upon motion by Mr. Boknevitiz, seconded by Ms. Hemmer, the proposed OPEB Plan was unanimously approved.

The proposed FTE High School Business Teacher position was brought forward for discussion. After discussion and upon a motion by Mr. Boknevitiz, seconded by Ms. Rutter, the Board moved to approve hiring one (1) full-time equivalent business education teacher.

Superintendent Ewald distributed an elementary reconfiguration proposal for possible action at the May 27, 2004 regular meeting. This topic will be re-visited at the June meeting. The Board would like more concrete figures in regards to the financial impact.

Future School Board meeting dates were discussed. The upcoming meetings are as follows:

May 27 <sup>th</sup>	6:30 p.m.	Regular Meeting
June 17 <sup>th</sup>	6:30 p.m.	Regular Meeting (1 Meeting in June)
July 1 <sup>st</sup>	5:30 to 8:00 p.m.	Workshop Meeting
July 22 <sup>nd</sup>	6:30 p.m.	Regular Meeting (1 Meeting in July)

Business Manager, Nick Alioto reported on the following:

1. Upcoming Facility Projects:
  - i. Roof Maintenance ☞ The District will be receiving bids.
  - ii. Door Bids ☞ Door bids have been received on Deer Creek Elementary. Replacing two (2) doors per year, for approximately four (4) years, at a cost of \$4,500 to \$5,000 each.
  - iii. Bleachers ☞ Memo has been sent to key people at the school regarding several safety concerns on the condition of the school bleachers. There is a need to have the bleachers inspected.
  - iv. Deer Creek Playground ☞ Pot holes at east end of playground need to be reconstructed.
  - v. Deer Creek Lights ☞ Re-wiring and installing outside lights.
2. Landscaping at Schools ☞ This will be an ongoing project.
3. Michelle Wiberg from Stiefel Nicholas will attend the June 17<sup>th</sup> regular meeting to approve a resolution to follow through what the District has approved in the budget for department defeasements.

Superintendent, Dr. Ronda Ewald reported on the following:

1. The Vocal Concert has been rescheduled for June 2<sup>nd</sup>. The Instrumental Concert will take place June 3<sup>rd</sup>. The May 27<sup>th</sup> regular School Board Meeting will remain beginning at 6:30 p.m.
2. The High School Drama Club is presenting ☞Arsenic and Old Lace☞. The performance schedule is as follows: May 18<sup>th</sup> at 3:00 p.m.; May 19<sup>th</sup>, 20<sup>th</sup> and 21<sup>st</sup> at 7:00 p.m. The students need to be commended on the wonderful job on performing this play.
3. The Board received a copy of proposed Board Policy E-9 entitled, ☞Curriculum Review and Development☞ will be on the May 27<sup>th</sup> agenda for discussion/possible approval.
4. Gifts were distributed to staff and volunteers in observance of appreciation week.

School Board President, Jacqueline Hemmer highlighted on the following:

1. Ms. Hemmer and Ms. Rutter attended the Spring Academy for School Board Members on May 7<sup>th</sup>. The seminar was very informative. Ms. Hasenstein will attend the May 15<sup>th</sup> session.
2. The Board will be selecting committees at the next meeting. Ms. Hemmer made a suggestion to add a new ☞Policy Committee.☞ This Committee would review older policies and start the process of updating.
3. The National Honors and Senior Awards Night is Wednesday, May 26<sup>th</sup>.

Upon motion by Mr. Boknevitz, seconded by Ms. Rutter, the Board moved into closed session according to Wisconsin State Statutes 19.85 (1)(c) for consideration of employment, promotion, compensation or performance evaluation data of any public employee which the governmental body has jurisdiction or exercises responsibility, specifically, Business Office personnel.

**PRESENT:** Board Members Hemmer, Wall, Boknevitz, Rutter, Hasenstein, and Superintendent Ewald

**EXCUSED:** None

**VISITORS:** Nick Alioto, Business Manager

The Board called closed session to order at 9:15 p.m. The Board reconvened into Open Session at 9:35 p.m., taking no action.

President declared the regular meeting adjourned at 9:35 p.m.

Approved by: Kathleen A. Rutter, School Board Clerk

HELD IN THE DISTRICT OFFICE

May 10, 2004

APPROVED MINUTES

President Jacqueline Hemmer called the meeting to order at 4:58 p.m.

**PRESENT:** Board Members Hemmer, Boknevit, Rutter, Hasenstein, Wall and Superintendent Ewald

**EXCUSED:** None

**ABSENT:** None

**VISITORS:** None

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

A motion was made by Ms. Rutter, seconded by Mr. Boknevit to approve the agenda for May 10, 2004. Motion was unanimously approved.

Upon motion by Ms. Rutter, seconded by Mr. Boknevit, the Board moved into closed session from 5:00 to 6:00 p.m., according to Wisconsin State Statutes 19.85 (1)(c) for considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically, administrative salaries.

**PRESENT:** Board Members Hemmer, Boknevit, Rutter, Hasenstein, Wall and Superintendent Ewald

**EXCUSED:** None

**VISITORS:** None

The Board called closed session to order at 5:00 p.m. The Board reconvened into Open Session at 5:58 p.m., taking no action.

President declared the work session adjourned at 6:00 p.m.

Approved by: Kathleen A. Rutter, School Board Clerk

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SCHOOL BOARD WORK SESSION

HELD IN THE DISTRICT OFFICE

May 6, 2004

APPROVED MINUTES

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

**PRESENT:** Board Members Hemmer, Boknevit, Rutter, Hasenstein, and Wall

**EXCUSED:** None

**ABSENT:** None

**VISITORS:** None

Board President Hemmer reported that proper notification of this meeting has been posted in accordance with the open meeting laws of the State of Wisconsin.

A motion was made by Mr. Boknevit, seconded by Ms. Hasenstein to approve the agenda for May 6, 2004. Motion was unanimously

approved.

**CLOSED WORK SESSION:**

Upon motion by Mr. Boknevitz, seconded by Ms. Hemmer, the Board moved into closed session from 5:00 p.m. to 6:30 p.m., according to Wisconsin State Statutes 19.85 (1)(c) for considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically, Board performance review.

**PRESENT:** Board Members Hemmer, Boknevitz, Rutter, Hasenstein, and Wall

**EXCUSED:** None

**VISITORS:** None

The Board called closed session to order at 5:07 p.m. The Board reconvened into Open Session at 6:50 p.m., taking no action.

President declared the work session adjourned at 6:50 p.m.

Approved by: Kathleen A. Rutter, School Board Clerk

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REGULAR SCHOOL BOARD MEETING

HELD IN THE HIGH SCHOOL LIBRARY

**April 22, 2004**

APPROVED MINUTES

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

Upon motion by Ms. Hemmer, seconded by Ms. Rutter, the Board moved into closed session from 5:30 to 6:30 p.m. in the High School Library, according to Wisconsin State Statutes 19.85 (1)(c) for consideration of employment, promotion, compensation or performance evaluation data of any public employee which the governmental body has jurisdiction or exercises responsibility, specifically, administrative and professional personnel; also potential support lay-offs for 2004-2005.

**PRESENT:** Board Members Hemmer, Wattawa, Boknevitz, Rutter, Jarosh and Superintendent Ewald

**EXCUSED:** None

**VISITORS:** None

The Board called closed session to order at 5:30 p.m. The Board reconvened into Open Session at 6:30 p.m. and took the following action:

Upon motion by Mr. Boknevitz, seconded by Ms. Hemmer, the elimination of the two (2) instructional aide positions due to the elimination of programs and subject to procedures outlined in the negotiated contract was unanimously approved.

The regular meeting ensued.

**PRESENT:** Board Members Hemmer, Wattawa, Boknevitz, Rutter, Jarosh and Superintendent Ewald

**EXCUSED:** None

**VISITORS:** Sign-in sheets retained in official minute book 17 visitors

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

A motion was made by Ms. Rutter, seconded by Mr. Jarosh to approve the agenda for April 22, 2004. Motion was unanimously approved.

## PLEDGE OF ALLEGIANCE

**COMMUNICATIONS:** None

## COMMENTS FROM VISITORS:

Mr. Butch Sexton, who has background in heating and air conditioning, expressed his concern regarding the District spending \$300,000 on fixing the pool ventilation system. Mr. Sexton wanted to make the District aware of the vendors in the area that may be able to give us more information.

Mr. Dave Goltz expressed his concerns about fixing the pool ventilation system, as well. Mr. Goltz inquired as to why this takes priority when St. Ann's and the Cousin's Center also have pools open to the community.

School Board Clerk, Kathleen Rutter, administered the Oath of Office to newly elected Board Members, Elizabeth Hasenstein and Camille Wall.

## CONSENT AGENDA ACTION ITEMS:

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

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

- Minutes of April 8, 2004
- Minutes of April 19, 2004
- Minutes of April 20, 2004
- Personnel Items: No Items

## BOARD ACTION ITEMS:

Upon motion by Mr. Boknevitz, seconded by Mr. Jarosh, the High School Physics class field trip request to Six Flags, Great America in Gurnee, Illinois was unanimously approved.

## REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION:

District Social Worker, Ms. Molly Gallegos, along with a team of presenters, gave a PowerPoint presentation on a possible at-risk program for the District. After discussion and upon motion by Mr. Boknevitz, seconded by Ms. Rutter, the proposed At-Risk Program was unanimously approved with the stipulation that the team develops an evaluation tool that will be submitted in May. Ms. Topinka stated this program will be funded with money from existing grants.

The finalized list of approved, denied and waiting list Open Enrollment and Chapter 220 students was revisited. Upon motion by Mr. Boknevitz, seconded by Ms. Rutter, the reaffirmation of approved, denied and waiting list Open Enrollment / Chapter 220 students for the 2004-2005 school year was unanimously approved.

Revised Policy D-24 on Public School Open Enrollment was presented. Upon motion by Ms. Hemmer, seconded by Ms. Rutter, all revisions to Policy D-24 on Public School Open Enrollment was unanimously reaffirmed and approved with changes notated by the Board.

The proposal from Siemens Building Technologies, Inc. on the Deer Creek Recreation Facility improvements will be revisited at a future date for further discussion. Several questions arose. Mr. Nick Alioto will respond to questions posed at the May 13, 2004 regular meeting.

Director of Instructional Services, Ms. Carol Topinka, brought the proposed FTE High School Business Teacher position forward for discussion. The Board expressed their dissatisfaction on lack of course information provided and questioned why the High School Building Administrator did not follow through with the course proposal procedure. The Board feels this is an opportunity to enhance our curriculum and offer the students more. Upon motion by Mr. Jarosh, seconded by Mr. Wattawa, the Board requested Superintendent Ewald to direct the High School Building Administrator, Dr. Gerald Luecht, to present the rationale for one (1) FTE for the upcoming opening in the High School Business Department. This item will be placed on the May 13, 2004 agenda. The motion was unanimously approved.

Instructional Services Director, Carol Topinka reported on the following:

1. There will be a Special School Board Work Session on May 6, 2004 from 5:00 to 7:00 p.m. in the High School Library. The focus will be on instructional initiatives.
2. The Summer School booklets have been sent to the printers.

Business Manager, Nick Alioto reported on the following:

1. Mr. Alioto recently participated in a [§]grounds walk-through[§] with the landscape company. Some of the items discussed included adding boulders to protect landscaping, dead tree removal and the addition of shrubs to certain walkways. It was also noted that it would be more beneficial to the District using the WE dusk to dawn lights.

Superintendent, Dr. Ronda Ewald reported on the following:

1. [§]Coffee with the Superintendent[§] is scheduled for Tuesday, April 27<sup>th</sup> from 6:00 to 7:00 p.m. at the St. Francis Public Library.
2. The Building Administrators are working on staffing patterns and related enrollment projections for 2004-2005. May 15<sup>th</sup> is target for completion.

School Board President, Jacqueline Hemmer highlighted on the following:

1. There is a Special School Board Work Session on Board Development on May 6<sup>th</sup> from 7:00 to 8:30 p.m.
2. A date needs to be scheduled for the Open Enrollment / Chapter 220 Barbeque Night.
3. Union negotiations with the St. Francis Education Association are scheduled for May 4<sup>th</sup> at 6:00 p.m. and May 17<sup>th</sup> at 4:00 p.m.
4. The Board will address setting up specific work session dates / topics on a monthly basis in 2004-2005.
5. A reminder to administrators, staff and the community about our collective responsibility to ensure that students receive the best education possible and to focus on improving student learning.

The scheduled closed session after the meeting was cancelled.

President declared the regular meeting adjourned at 9:00 p.m.

Approved by: Kathleen A. Rutter , School Board Clerk

SPECIAL SCHOOL BOARD WORK SESSION

HELD IN THE HIGH SCHOOL LIBRARY

**April 20, 2004**

**APPROVED MINUTES**

President Jacqueline Hemmer called the meeting to order at 5:02 p.m.

**PRESENT:** Board Members Hemmer, Wattawa, Boknevitz, Rutter, and Superintendent Ewald

**EXCUSED:** Board Members Jarosh

**ABSENT:** None

**VISITORS:** Ms. Elizabeth Hasenstein and Ms. Camie Wall [§] Board-Elect Members

Mr. Nick Alioto, Business Manager

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

A motion was made by Mr. Boknevit, seconded by Ms. Rutter to approve the agenda for April 20, 2004. Motion was unanimously approved.

**CLOSED WORK SESSION:**

Upon motion by Ms. Rutter, seconded by Mr. Boknevit, the Board moved into closed session from 5:00 p.m. to 7:30 p.m., according to Wisconsin State Statutes 19.85 (1)(e) for deliberation or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, specifically, District financial planning and related negotiations.

**PRESENT:** Board Members Hemmer, Wattawa, Boknevit, Rutter, and Superintendent Ewald

**EXCUSED:** Board Member Jarosh

**VISITORS:** Ms. Elizabeth Hasenstein and Ms. Camie Wall ☞ Board-Elect Members  
Mr. Nick Alioto, Business Manager

The Board called closed session to order at 5:04 p.m. The Board reconvened into Open Session at 7:30 p.m., taking no action.

President declared the special work session adjourned at 7:30 p.m.

Approved by: Kathleen A. Rutter, School Board Clerk

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SPECIAL SCHOOL BOARD WORK SESSION / BOARD ORIENTATION

HELD IN THE ST. FRANCIS HIGH SCHOOL LIBRARY

**April 19, 2004**

**APPROVED MINUTES**

President Jacqueline Hemmer called the meeting to order at 5:08 p.m.

**PRESENT:** Board Members Hemmer, Boknevit, Rutter, and Superintendent Ewald

**EXCUSED:** Board Members Jarosh and Wattawa

**ABSENT:** None

**VISITORS:** Ms. Elizabeth Hasenstein and Ms. Camie Wall ☞ Board-Elect Members

Mr. Barry Forbes ☞ Wisconsin Association of School Board's Legal Counsel

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

A motion was made by Ms. Rutter, seconded by Ms. Hemmer to approve the agenda for April 19, 2004. Motion was unanimously approved.

**WORK SESSION / BOARD ORIENTATION:**

Mr. Barry Forbes from the Wisconsin Association of School Board's Legal Counsel presented an agenda to be followed throughout the course of the meeting. Mr. Forbes answered questions from the Board and Board-Elect Members regarding their roles and responsibilities that apply to being an elected Board Member.

President declared the special work session / Board orientation adjourned at 8:00 p.m.

REGULAR SCHOOL BOARD MEETING

HELD IN THE HIGH SCHOOL LIBRARY

**April 8, 2004**

APPROVED MINUTES

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

Upon motion by Mr. Boknevit, seconded by Ms. Rutter, the Board moved into closed session from 5:30 to 6:30 p.m. in the High School Library, according to Wisconsin State Statutes 19.85 (1)(c) for consideration of employment, promotion, compensation or performance evaluation data of any public employee which the governmental body has jurisdiction or exercises responsibility, specifically, business office personnel.

**PRESENT:** Board Members Hemmer, Wattawa, Boknevit, Rutter, and Superintendent Ewald

**EXCUSED:** Board Member Jarosh

**VISITORS:** Ms. Michelle Mancl, Willow Glen Building Administrator

The Board called closed session to order at 5:30 p.m. The Board reconvened into Open Session at 6:30 p.m. and took no action.

The regular meeting ensued.

**PRESENT:** Board Members Hemmer, Wattawa, Boknevit, Rutter, and Superintendent Ewald

**EXCUSED:** Board Member Jarosh

**VISITORS:** Sign-in sheets retained in official minute book 14 visitors

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

A motion was made by Mr. Boknevit, seconded by Mr. Wattawa to approve the agenda for April 8, 2004. Motion was unanimously approved.

**PLEDGE OF ALLEGIANCE**

**COMMUNICATIONS:**

A thank you note to the School Board, administration and staff for expressions of sympathy from Dr. Ewald on the recent passing of her mother.

**COMMENTS FROM VISITORS:**

Mrs. Tammy Ahmad expressed her disappointment regarding a situation with an 8<sup>th</sup> grade teacher and questioned the manner in which it was dealt.

Mrs. Gail Kolvenbach received an automated phone call at 6:30 p.m. tonight regarding her son being truant for first hour, when he was helping another student. Mrs. Kolvenbach was unable to connect with the High School Building Administrator, Dr. Gerald Luecht. Mrs. Kolvenbach expressed her concern with being unable to receive a response during Spring break.

Ms. Judy Savick outlined the bullying curriculum that she utilizes with Willow Glen students. Willow Glen Elementary student, Jordan Fryer shared his experiences with the Board.

**CONSENT AGENDA ACTION ITEMS:**

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

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

- ☐ Minutes of March 25, 2004
- ☐ Minutes of March 29, 2004
- ☐ Bills totaling \$358,803.04 and payroll/payroll-related bills totaling \$498,093.53
- ☐ Personnel Items:

1. That the Board approve the appointment of Laura Fisher as Special Education Paraprofessional for the remainder of the 2003-2004 school year.

#### **BOARD ACTION ITEMS:**

Upon motion by Ms. Hemmer, seconded by Mr. Wattawa, the proposed custodial restructuring plan effective July 1, 2004 was unanimously approved.

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

St. Francis High School Building Administrator, Dr. Gerald Luecht reported on the following:

1. The past week at the High School has been very busy.
2. Dr. Luecht distributed a handout with information on staffing; enrollment numbers and events that are taking place at the High School.

Willow Glen Building Administrator, Michelle Mancl reported on the following:

1. Report cards have been sent home, with 30% of children attending Willow Glen achieving honor roll status. Ten (10) children are being considered for possible retention.
2. Suspensions at Willow Glen are higher this month.
3. A new discipline policy is being reviewed for grades 5-8. It will be re-evaluated in May and possibly implemented in the 2004-2005 school year.
4. The teachers are evaluating curriculum mapping.
5. Ms. Mancl outlined several events that will be taking place at Willow Glen Elementary to include a reading incentive program (HUMOR), Earth Week, Pick ☐N Save on April 22<sup>nd</sup>, Science Night on May 5<sup>th</sup>, Revitalize Prairie Project and the Staff/Students volleyball match.
6. Presently, Willow Glen has 327 confirmed student enrollments for the 2004-2005 school year.

Deer Creek Building Administrator, Elma Gonzales-Radke reported on the following:

1. 3<sup>rd</sup> Quarter has ended with 61 students receiving honor roll status and 25 receiving high honor roll status. Seven (7) children are being considered for possible retention. Six (6) 8<sup>th</sup> graders will be attending summer school.
2. Mrs. Gonzales-Radke discussed briefly her visits to the classrooms.
3. April is ☐Earth Awareness☐ and Deer Creek Elementary will be participating in outside clean-ups and working on the Revitalize Prairie Project, as well.
4. Mrs. Gonzales-Radke expressed her appreciation to all parents for their continued support in the schools.
5. Mrs. Gonzales-Radke outlined how staff is focusing on goals and working on curriculum mapping. Writing will be a primary focus, as well.

The 8<sup>th</sup> grade class field trip to visit the Museum of Science and Industry in Chicago, Illinois on May 28, 2004 was presented to the Board for approval. Upon motion by Mr. Boknevit, seconded by Mr. Wattawa, the 8<sup>th</sup> grade class field trip to Chicago, Illinois on May 28, 2004 was unanimously approved.

The proposal from Siemens Building Technologies, Inc. on the Deer Creek Recreation Facility improvements was presented for further discussion. The Board discussed the difference between negotiated work, as opposed to receiving bids for work. The Board would like to see a letter of intent to see what the engineering costs would be. Mr. Nick Alioto was directed by the Board to receive a pool inspection to ensure the pool is structurally sound. The Board will make their decision based once the information is obtained and reviewed.

Business Manager, Nick Alioto presented an exclusive vending contract with Pepsi. The proposed 5 year exclusive contract with Pepsi would include advertising Pepsi. In exchange, Pepsi would purchase a new scoreboard for the High School and hook up the existing scoreboard at the Deer Creek Elementary Recreation Building. Mr. Alioto will be contacting all people involved with purchasing soda, such as, Principals, Athletic/Recreation Director, and PTO's.

The proposed FTE High School Business Teacher position was brought forward for discussion. It was determined the Board will revisit the proposed FTE High School Business Teacher position at the April 22, 2004 regular meeting.

A rough, working draft of the principals' job description was reviewed. The Board will review and make any necessary revisions/recommendations to have in place by July 1, 2004.

Early registration for 2004-2005 was discussed. The Administrators feel that the present form works well in the School District and recommends the District should proceed as in the past with registration.

Instructional Services Director, Carol Topinka reported on the following:

1. Ms. Topinka has received many positive comments from teachers on the progress of curriculum mapping. Ms. Topinka expressed her appreciation to the teachers and how all teachers should be commended for their work and follow-through.
2. The Innovative Algebra Program (8<sup>th</sup> grade to High School Algebra) has been successful with students receiving A's and B's.
3. Summer School Ms. Topinka is interested in the results of summer school registration, as the second session has fewer offerings.
4. The District will be reviewing a possible offering of foreign language for the 8<sup>th</sup> grade students.

Business Manager, Nick Alioto reported on the following:

1. Student activity accounts will be addressed at the end of the school year.
2. Bank reconciliations are being completed monthly.
3. The District Office is presently working on correcting coding errors in the financial software system.
4. The membership audit is presently underway. So far, the District has no mistakes for the first time in the past four years.
5. A budget draft will be presented to the Board in May.
6. The District is presently receiving bids for insurance carriers. The District will also be soliciting for other bids for workman's compensation, life and LTD.
7. Mr. Alioto and Mr. Pat Fennimore will review the facilities next Thursday. The Deer Creek Elementary roofs will be examined. There is a lot of work to be done at Deer Creek Elementary.
8. The damaged High School trophy case doors will be replaced.
9. Mr. Alioto will meet with the grounds staff to talk about the District's expectations.
10. The District received today a little over \$90,000.00 from the City's closing of two TIF's.

Superintendent, Dr. Ronda Ewald reported on the following:

1. Dr. Ewald gave a brief outline of the recent Community Development Authority (CDA) meeting held on Tuesday morning, April 6<sup>th</sup>. The District sent a letter on March 19<sup>th</sup> to the Mayor of the City of St. Francis and Common Council to express the District's desire to be an integral part of the decisions made regarding the WE Energies property located in the City of St. Francis. The District also requested that the information be communicated to WisPak, LLC, as well. At the CDA meeting, it was voted to send a letter to WISPAK expressing the District's interest.
2. The St. Francis Lions Club will fund the five (5) defibrillators for the District and Mr. Larry Passafaro from the St. Francis Fire Department will coordinate staff training.
3. A Special School Board Orientation /Work Session is scheduled for Monday, April 19<sup>th</sup> from 5:00 to 8:00 p.m. in the High School Library. The Wisconsin Association of School Board Legal Counsel will facilitate the session.
4. The first round of interviews for the Deer Creek Elementary Principal position will be conducted next week.
5. Dr. Ewald expressed her appreciation to Mr. Butch Bretzel. Mr. Bretzel organized a list of past graduates and what their occupations are now. Mr. Bretzel shared a story about how two former graduates of St. Francis worked on his brother at a hospital.

School Board President, Jacqueline Hemmer highlighted on the following:

1. Ms. Hemmer expressed her congratulations to Elizabeth Hasenstein and Camie Wall on their recent election to the St. Francis School Board. Ms. Hemmer also expressed her appreciation to Kyle Duerstein for his commitment to the District.
2. Ms. Hemmer attended the recent MATC Board Appointment Committee Meeting. There were excellent candidates applying for three (3) positions on the Board.
3. Upcoming School Board meetings dates are as follows:
  - April 19<sup>th</sup> Special School Board Orientation 5:00 to 8:00 p.m., High School Library
  - April 20<sup>th</sup> Special School Board Budget Planning Work Session - 5:00 to 7:30 p.m.
  - April 21<sup>st</sup> WASB Orientation Region 11
  - April 22<sup>nd</sup> Regular School Board meeting 6:30 p.m., High School Library
4. Coffee with the Superintendent is scheduled for April 27<sup>th</sup> from 6:00 to 7:00 p.m. at the St. Francis Public Library
5. Curriculum In-Service May 6<sup>th</sup> 5:00 to 7:00 p.m.
6. National Honors / Senior Awards Night will be held on May 26<sup>th</sup> from 5:00 to 8:00 p.m.
7. Graduation ceremony is scheduled for June 10<sup>th</sup>.
8. The Willow Glen/Deer Creek upper elementary band/choir recently performed at Howard Village in St. Francis. They have also performed at New Berlin Eisenhower in a competition this past Saturday. At this competition, the choir earned the highest rating possible, a 1. The band also did very well in the competition, receiving a rating of a 3. Ms. Hemmer applauded the efforts of choir/band teachers, Mr. Tim Wurgler and Mr. Trevor Loes.

Upon motion by Mr. Boknevit, seconded by Ms. Rutter, the Board moved into closed session according to Wisconsin State Statutes 19.85 (1)(c) for consideration of employment, promotion, compensation or performance evaluation data of any public employee which the governmental body has jurisdiction or exercises responsibility, specifically, administrative and professional personnel.

**PRESENT:** Board Members Hemmer, Wattawa, Boknevit, Rutter, and Superintendent Ewald

**EXCUSED:** Board Members Jarosh

**VISITORS:** None

The Board called closed session to order at 9:45 p.m. The Board reconvened into Open Session at 10:05 p.m., taking no action.

President declared the regular meeting adjourned at 10:05 p.m.

Approved by: Kathleen A. Rutter, School Board Clerk

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REGULAR SCHOOL BOARD MEETING

HELD IN THE HIGH SCHOOL LIBRARY

**March 25, 2004**

APPROVED MINUTES

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

Upon motion by Ms. Rutter, seconded by Mr. Boknevit, the Board moved into closed session from 6:00 to 6:30 p.m. in the High School Library, according to Wisconsin State Statutes 19.85 (1)(c) for consideration of employment, promotion, compensation or performance evaluation data of any public employee which the governmental body has jurisdiction or exercises responsibility, specifically, business office personnel.

**PRESENT:** Board Members Hemmer, Boknevit, Rutter, and Jarosh

**EXCUSED:** Board Members Wattawa and Superintendent Ewald

**VISITORS:** Mr. Nick Alioto, Business Manager

The Board called closed session to order at 6:06 p.m. The Board reconvened into Open Session at 6:30 p.m. and took no action.

The regular meeting ensued.

**PRESENT:** Board Members Hemmer, Rutter, and Jarosh

**EXCUSED:** Board Member Wattawa, Boknevit and Superintendent Ewald

**VISITORS:** Sign-in sheets retained in official minute book  6 visitors

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

A motion was made by Ms. Rutter, seconded by Mr. Jarosh to approve the agenda for March 25, 2004. Motion was unanimously approved.

**PLEDGE OF ALLEGIANCE**

**COMMUNICATIONS:**

The invitation to the School Board and Superintendent from Mr. David Santi to attend the High School graduation ceremony on June 10, 2004 at 7:00 p.m.

**COMMENTS FROM VISITORS:** None

**CONSENT AGENDA ACTION ITEMS:**

President Hemmer inquired if there was any item(s) that should be removed from the consent agenda. Ms. Rutter requested the Driver's Education Program and the 2004-2005 Early Registration be removed from the Consent Agenda. Upon motion by Mr. Jarosh, seconded by Ms. Hemmer, the Board's decision to not endorse any particular driving school was unanimously approved. The Driver's Education Program proposal from Hands Up Driving School, Inc. was removed for further review. Mr. Alioto explained rationale and support from majority of administrators to adopt some type of early registration for 2004-2005 to facilitate better planning of staff for next year. After

discussion and upon motion by Mr. Jarosh, seconded by Ms. Hemmer, the Board approved the proposed early registration for the 2004-2005 school year.

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

☐☐ Minutes of March 11, 2004

☐☐ Personnel Items:

1. That the Board approve the extra-curricular contracts for the following people for the 2003-2004 school year:

Demond Buckner, Boys/Girls Assistant Track Coach CII/EA 0YR  
\$1,756.80

Katie Cerniglia, Boys JV Tennis Coach CII/NA 0YR  
\$1,756.80

David Horst, 7<sup>th</sup> Grade Boys Basketball Coach C6 0YR \$  
878.40

Carrie Miller, Girls JV Softball Coach CII/EA  
\$2,342.40

Andrea O☐Connell-Kainz, Boys/Girls Assistant Track Coach CII/EA 3YR  
\$2,108.16

#### **BOARD ACTION ITEMS:**

Upon motion by Mr Jarosh, seconded by Ms. Rutter, the resolution to authorize depositories for PMA Securities, as well as, other financial institutions/companies was unanimously approved. Upon motion by Mr. Jarosh, seconded by Ms. Rutter, the designation of two authorized signatures required in addition to the aforementioned resolution was unanimously approved.

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

The revised Board Policy D-5, ☐☐School Names/Length of Day/Commencement☐☐ was reviewed. After discussion and upon motion by Ms. Hemmer, seconded by Mr. Jarosh, the revised Board Policy D-5 was unanimously approved.

The proposal from Siemans Building Technologies, Inc. on the Deer Creek Recreation Facility improvements was presented for discussion. After review, the Board determined to re-visit this proposal with the full School Board at the April 8<sup>th</sup> regular meeting.

Business Manager, Nick Alioto presented a proposal from Public Business Consulting Group, LLC. regarding GASB☐☐s upcoming standards on Other Post-Employment Benefits (OPEB). Mr. Alioto discussed on how these are liabilities for the District and the District should plan on budgeting money for such. Mr. Alioto also stated an urgency to address this as soon as possible, as we are going through union negotiations. The Board would like to review more information on this topic and have a full Board present to make the decision. This topic will be re-visited at the April 8<sup>th</sup> regular meeting.

Board Clerk Rutter will coordinate a board of canvassers for the April election. The canvassing will take place at the St. Francis City Hall on Wednesday, April 7, 2004 at 10:00 a.m.

Instructional Services Director, Carol Topinka reported on the following:

1. Ms. Topinka stated Tech Paths is functioning properly. There are issues, but they are being addressed. There is in-house support for anyone needing assistance.
2. Alverno College offers adult education classes that are another area of support for the teachers looking for assistance with curriculum mapping.
3. The District would like to continue the ☐☐ day WCKE testing for 10<sup>th</sup> grade next year. The testing would take place on November 3, 2004 and November 10, 2004 (both Wednesdays).

Business Manager, Nick Alioto reported on the following:

1. Areas will be identified during Spring Break that custodians can work on to improve facilities. Standard expectations will also be developed on how buildings should look.
2. The District has a new contract with a different linen company.
3. Mr. Alioto expressed a need to develop policies on what should be presented before the School Board.
4. The District's lawn maintenance contract is up for renewal in June 2004. The District plans on recommending the current contractor for renewal. This contract will be placed on a future consent Board agenda.
5. A new financial report, including a balance sheet, was sent to all Board Members

School Board President, Jacqueline Hemmer highlighted on the following:

1. Custodial negotiations are scheduled for March 30<sup>th</sup> at 4:00 p.m.
2. The School Board Work Session scheduled for April 29<sup>th</sup> is cancelled.

Ms. Rutter reported on the Recreation/Athletics Committee:

1. The Recreation/Athletics Committee met on March 22<sup>nd</sup>. The Committee will be working on new programs, tweaking old programs, and looking at future needs.

President declared the regular meeting adjourned at 7:57 p.m.

Approved by: Kathleen A. Rutter, School Board Clerk

## SPECIAL SCHOOL BOARD WORK SESSION

HELD IN THE DISTRICT OFFICE

**March 29, 2004**

### APPROVED MINUTES

President Jacqueline Hemmer called the meeting to order at 4:06 p.m.

**PRESENT:** Board Members Hemmer, Wattawa, Bokneviz, Rutter, and Superintendent Ewald

**EXCUSED:** Board Member Jarosh

**VISITORS:** Mr. Nick Alioto, Business Manager and Attorney Robert Buikema, Davis & Kuelthau, S.C.

Superintendent Ewald 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. Bokneviz, seconded by Ms. Rutter to approve the agenda for March 29, 2004. Motion was unanimously approved.

**ACTION ITEM:**

Upon motion by Ms Hemmer, seconded by Mr. Bokneviz, the resolution to approve the following proposal concerning the High School Driver's Education Program was unanimously approved:

**LET IT BE RESOLVED**, the School Board believes it would be a service to our students at St. Francis High School if a vendor for Driver's Education would be available on campus, the School Board give the Administration sole discretion in selecting a vendor and clarifying for the students that this vendor is NOT ENDORSED by the District. The School District accepts no responsibility for parent/student complaints related to the vendor's service. The vendor is solely responsible for the program and services of driver's education. The contract signed by St. Francis High School students with the vendor is just that a contract between the vendor and the student. The vendor will be responsible for resolving student/parent issues related to student performance, payment of fees or any other student/parent issue. The High School may evaluate the success of the summer on-campus service and decide if, in the future, such

services will be offered.

**CLOSED WORK SESSION:**

Upon motion by Ms. Rutter, seconded by Mr. Boknevit, the Board moved into closed session according to Wisconsin State Statutes 19.85 (1)(e) for deliberation or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, specifically union negotiations and the District's related financial planning.

**PRESENT:** Board Members Hemmer, Boknevit, Rutter, Wattawa and Superintendent Ewald

**EXCUSED:** Board Member Jarosh

**VISITORS:** Mr. Nick Alioto, Business Manager and Attorney Robert Buikema Davis & Kuelthau, S.C.

The Board called closed session to order at 4:12 p.m. The Board reconvened into Open Session at 6:40 p.m., taking no action.

President declared the special work session adjourned at 6:40 p.m.

Approved by: Kathleen A. Rutter , School Board Clerk

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REGULAR SCHOOL BOARD MEETING

HELD IN THE HIGH SCHOOL LIBRARY

**March 11, 2004**

APPROVED MINUTES

President Jacqueline Hemmer called the meeting to order at 5:35 p.m.

Upon motion by Ms. Hemmer, seconded by Ms. Rutter, the Board moved into closed session from 5:35 to 6:30 p.m. in the High School Library, according to Wisconsin State Statutes 19.85 (1)(c) for consideration of employment, promotion, compensation or performance evaluation data of any public employee which the governmental body has jurisdiction or exercises responsibility, specifically, administrative and business office personnel.

**PRESENT:** Board Members Hemmer, Boknevit, Rutter, and Superintendent Ewald

**EXCUSED:** Board Members Wattawa and Jarosh

**VISITORS:** None

The Board called closed session to order at 5:35 p.m. The Board reconvened into Open Session at 6:35 p.m. and took no action.

The regular meeting ensued.

**PRESENT:** Board Members Hemmer, Boknevit, Rutter, and Superintendent Ewald

**EXCUSED:** Board Member Wattawa and Jarosh

**VISITORS:** Sign-in sheets retained in official minute book 7 visitors

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

A motion was made by Ms. Rutter, seconded by Mr. Boknevit to approve the agenda for March 11, 2004. Motion was unanimously approved.

**PLEDGE OF ALLEGIANCE**

**COMMUNICATIONS:**

A letter was received from parent, Mr. Ly Paul Chang expressing his concern regarding his two daughters going to two different schools if there is a reconfiguration.

**COMMENTS FROM VISITORS:** None

**CONSENT AGENDA ACTION ITEMS:**

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

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

- ☐ Minutes of February 26, 2004
- ☐ Bills totaling \$319,106.77 and payroll totaling \$366,480.74 and payroll-related bills totaling 706,595.97 through March 11, 2004.
- ☐ Personnel Items: No items to report.

**BOARD ACTION ITEMS:**

Upon motion by Ms Rutter, seconded by Mr. Boknevit, the teacher contract renewals for the 2004-2005 school year were unanimously approved.

Upon motion by Ms. Hemmer, seconded by Mr. Boknevit, the designation of the WRS credits in the fund balance was unanimously approved.

Upon motion by Mr. Boknevit, seconded by Ms. Rutter, the youth option requests for the following students were unanimously approved:

- ☐ Heather Kolvenbach
- ☐ Ryan Koss
- ☐ Severo H. Escobedo
- ☐ Jessica Doome

It was noted that there have been new changes to youth options laws. School Districts are not responsible to pay for classes if not completed or failed.

Upon motion by Mr. Boknevit, seconded by Ms. Rutter, the \$323.00 gift to the District from the H&R Block Education Fund was unanimously approved.

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

St. Francis High School Building Administrator, Dr. Gerald Luecht reported on the following:

1. A sample of a ☐weekly☐ schedule for the 2004-2005 school year was distributed.
2. The St. Francis High School will have visitors from Japan for ten (10) days beginning Monday, March 15<sup>th</sup>.
3. A preliminary report was presented on next year☐s enrollment numbers for the High School. Dr. Luecht will provide the Board a ☐first run☐ of schedules before Spring break.
4. Tech Paths is not functional at the High School. Dr. Luecht inquired if Ms. Carol Topinka or Mr. Brad Browne was aware of technical difficulties the High School is experiencing with Tech Paths. An update on the Tech Path issues will be given at the next regular Board meeting.

Willow Glen Building Administrator, Michelle Mancl reported on the following:

1. End of the next Quarter is March 26<sup>th</sup>. Ms. Mancl will present grading information at the April 8<sup>th</sup> regular Board

meeting.

2. The WKCE test scores have arrived. The specific data is being analyzed by the Guidance Counselors. Students in 8<sup>th</sup> grade are meeting one-on-one with Mrs. Savick to discuss the scores. Students in 4<sup>th</sup> grade will have their scores sent home, so parents can present the information to their children.
3. Presently, there are approximately 10 to 15 students being considered for retention at Willow Glen.
4. Truancy Willow Glen has many families receiving letters about their children's attendance. Several students have received letters referencing a doctor's excuse for further absences.
5. Tardiness Approximately 10 to 20 children are late to school every day. The majority of these children are repeatedly late. Willow Glen is working with families to help them understand the importance of bringing their children to school on time.
6. Curriculum Mapping Teachers are continuing to work on curriculum maps. On March 15<sup>th</sup>, the District Curriculum Team will meet to pilot the next step of our mapping process, editing. Decisions will be made on the procedures for this important step that helps to identify gaps and overlaps in our curriculum. During the April in-service, teachers will begin the editing process.
7. A line/item analysis on the WKCE tests will be compared to the District's curriculum maps to further understand possible gaps in the curriculum.
8. March's Reading Incentive is focused on favorite authors. Part of the celebration of favorite authors included Willow Glen's annual Dr. Seuss celebration. The first week of March was filled with wonderful reading based activities.
9. Dr. Seuss Breakfast Willow Glen had over 350 people in attendance for the annual Green Eggs and Ham Breakfast. Music students sang songs about Dr. Seuss, while families read books and munched on ham and eggs. A check in the amount of \$2,000.00 was presented to the Hoppe Family for the library addition.
10. Conferences Willow Glen had a 60% attendance ratio at the recent parent/teacher conferences held in March.
11. Scheduling - Upper elementary teachers are working on electives for the 2004-2005 school year.
12. Community Forum Teachers surveyed staff and prepared a document for the parents and community on concerns for the proposed reconfiguration.
13. A Care for Critters assembly is scheduled for the lower elementary students and a Children's Hospital assembly is scheduled for upper elementary students.
14. A recipe book was written in collaboration with Mrs. Sanfilippo's Kindergarten class and Mrs. Nysee's 5<sup>th</sup> grade class. The kindergarten children told their recipes to their 5<sup>th</sup> grade buddy, who wrote it down and typed it for them. Together with their buddies, the kindergarten students used the computer lab to find their graphics.

Deer Creek Building Administrator, Elma Gonzales-Radke was unavailable to attend the meeting, but submitted a written report on the following:

1. Six weeks of the 3<sup>rd</sup> Quarter has been completed. Parent/teacher conferences have provided time for parents and teachers to review the academic progress of students.
2. Students are working on various projects:
  - i. Eighth grade students have completed their museum projects and are moving forward with studies on the Holocaust and World War II.
  - ii. Third grade students are preparing for the Third Grade Reading Test.
  - iii. Second grade students have been building their reading skills with Dr. Seuss books.
  - iv. First grade students are building their writing skills with their daily journal entries.

3. Staff is developing curriculum maps during in-service times. Information from SEWAC has also helped to provide information on grades and rubrics; the discussion on assessments continues to show how the schools differ and how the maps will help to align the curriculum.
4. Professional articles are shared with the staff to show how writing is a skill that is needed for students to improve test scores in standardized assessments.
5. The Learning Design Committee has allowed staff from both schools to learn about the different school schedules and upper grade electives.
6. Other activities at Deer Creek Elementary include:
  - i. February was celebrated with the 100<sup>th</sup> Day Celebration.
  - ii. March celebrates Dr. Seuss and reading.
  - iii. Athletic Events ☞ Volleyball games continue at Deer Creek Elementary.
  - iv. The PTO is conducting their Spring fundraiser.
  - v. Students shared their thoughts on ☞ Challenges, Opportunities and Planning for the Future ☞ at the Academic Awards Assemblies.

The School Board will receive a financial costing projection from Business Manager, Nick Alioto on the proposed full-time High School Business Teacher position. The Board will base their decision after reviewing this information.

The Community Forum responses were discussed at length. Discussion ensued about how the District needs to proceed with future planning and communication. The question was posed on whether the District should wait on the decision making until the new School Board is in place. Dr. Ewald, Mr. Alioto and Ms. Topinka will report back to the Board regarding the implementation of a time line.

The proposals for the Summer School Program were presented for discussion. Two (2), three-week sessions will be offered. There is a charge of \$10.00 per class. Each class offered is required to have a minimum of ten (10) paid enrolled students. The budget for summer school will be implemented by Administration. After discussion and upon motion by Ms. Rutter, seconded by Mr. Boknevit, the summer school program was unanimously approved.

The District is terminating the payroll-processing project with ADP (Automated Data Processing). Dr. Ewald will draft a letter to ADP confirming this termination.

The possibility of early registration for the 2004-2005 school year was discussed. Dr. Ewald will discuss this option further in Administration Team meetings and report back to the Board at the next regular meeting.

Superintendent, Dr. Ronda Ewald reported on the following:

1. Dr. Ewald reviewed a spreadsheet related to Public Business Consulting Group's auditing our Districts' telecommunications contracts, re-bidding them, and negotiating better prices. The District will save approximately \$93,091.68 over the next three years.
2. Dr. Ewald shared an e-mail received from High School teacher, Mike King regarding students winning first place in the recent computer competition. Congratulations to the following winners: Mike Barna, Matt White, Adam Ferry, Andy Passehl, Danielle Benoit, Aaron Andrzejak, and Matt Freeman.
3. The annual ☞ Lock In ☞ at Deer Creek Elementary will be held on Friday, March 19<sup>th</sup> from 6:00 p.m. to 10:00 p.m.

School Board President, Jacqueline Hemmer reported on the following:

1. President Hemmer expressed her appreciation to everyone that attended the recent community forums.

Upon motion by Mr. Boknevit, seconded by Ms. Rutter, the Board moved into closed session according to Wisconsin State Statutes 19.85 (1)(c) for consideration of employment, promotion, compensation or performance evaluation data of any public employee which the governmental body has jurisdiction or exercises responsibility.

**PRESENT:** Board Members Hemmer, Bokneviz, Rutter, and Superintendent Ewald

**EXCUSED:** Board Members Wattawa and Jarosh

**VISITORS:** Mr. Nick Alioto

The Board called closed session to order at 9:45 p.m. The Board reconvened into Open Session at 9:55 p.m. and took the following action:

Upon motion by Mr. Bokneviz, seconded by Ms. Rutter, the designation of Dr. Ronda Ewald as responsible for making decisions in regards to any changes in the Business Office was unanimously approved.

President declared the regular meeting adjourned at 9:55 p.m.

Approved by: Kathleen A. Rutter, School Board Clerk

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REGULAR SCHOOL BOARD MEETING

HELD IN THE HIGH SCHOOL LIBRARY

**February 12, 2004**

APPROVED MINUTES

President Jacqueline Hemmer called the meeting to order at 5:45 p.m.

Upon motion by Ms. Rutter, seconded by Mr. Bokneviz, the Board moved into closed session from 5:45 to 6:30 p.m. in the High School Library, according to Wisconsin State Statutes 19.85 (1)(c) for consideration of employment, promotion, compensation or performance evaluation data of any public employee which the governmental body has jurisdiction or exercises responsibility, specifically, potential lay-offs for 2004-2005.

**PRESENT:** Board Members Hemmer, Wattawa, Bokneviz, Rutter, and Superintendent Ewald

**EXCUSED:** Board Member Jarosh

**VISITORS:** None

The Board called closed session to order at 5:45 p.m. The Board reconvened into Open Session at 6:30 p.m. and took the following action:

Upon motion by Mr. Bokneviz, seconded by Ms. Rutter, the 2004-2005 lay-off for High School teacher, Katie Cerniglia was unanimously approved.

Upon motion by Mr. Bokneviz, seconded by Ms. Rutter, the 2004-2005 lay-off for High School teacher, Sarah Turek was unanimously approved.

Upon motion by Mr. Bokneviz, seconded by Ms. Rutter, the termination of the limited-term contract for High School teacher, Arthur Takishian effective at the end of the 2003-2004 school year was unanimously approved.

The regular meeting ensued.

**PRESENT:** Board Members Hemmer, Wattawa, Bokneviz, Rutter, and Superintendent Ewald

**EXCUSED:** Board Member Jarosh

**VISITORS:** Sign-in sheets retained in official minute book 8 visitors

Superintendent Ewald 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. Bokneviz, seconded by Ms. Rutter to approve the agenda for February 12, 2004. Motion was

unanimously approved.

**PLEDGE OF ALLEGIANCE**

**COMMUNICATIONS:** None

**COMMENTS FROM VISITORS:** None

**CONSENT AGENDA ACTION ITEMS:**

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

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

Minutes of January 8, 2004

Minutes of January 22, 2004

Minutes of February 5, 2004

Bills totaling \$235,656.33 and Payroll totaling \$596,483.44

**Personnel Items:**

1. That the Board approve the resignation of Keri Kaminski, Elementary Teacher effective the 2004-2005 school year.
2. That the Board approve the resignation of Nancy Eltrich, High School Teacher effective the 2004-2005 school year.
3. That the Board approve the 2004-2005 21<sup>st</sup> Century Bridges to Learning contract for Joan Laux.
4. That the Board approve the extracurricular contracts for the following people for the 2003-2004 school year:

Bobbie Raatz, Spirit Squad Coach (Winter) Revised Contract\* \$1,390.80

Joe Kooping, Boys JV Baseball Coach  
\$1,873.92

\*Replaces prior contract issued.

**BOARD ACTION ITEMS:**

Upon motion by Mr. Boknevit, seconded by Ms. Rutter, the Carl Perkins Grant for the 2004-2005 school year was unanimously approved.

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

Deer Creek Building Administrator, Elma Gonzales-Radke reported on the following:

1. Student achievement for 2<sup>nd</sup> quarter is wonderful, with 111 students achieving honor/high honor roll status. However, the possibility of retaining fifteen (15) possible students due to attendance/academic is being assessed.
2. Curriculum mapping, assessment and SEWAC information are being shared with staff on a regular basis.
3. The Buddy Program recently kicked off. There will be a different theme each month. February's theme is Have a Dream.
4. Staff is planning an academic assembly to honor students.

St. Francis High School Building Administrator, Dr. Gerald Luecht reported on the following:

1. The Snowball Dance was recently held on January 31<sup>st</sup> with 200 students in attendance.
2. Dr. Luecht outlined the following important upcoming dates at the High School:
  - February 10<sup>th</sup> Honors Program
  - March 2<sup>nd</sup>-March 10<sup>th</sup> Parent/Teacher Conferences
  - March 27<sup>th</sup> Charity Basketball Game
  - March 30<sup>th</sup> St. Francis/Thomas More Concert
  - Spring Fling Assembly to be held before Good Friday
3. The possibility of the District moving to a twelve (12) team division, Woodland Conference and be re-named Parkland is still on hold, with more information to follow by April 1, 2004. This change will help our school in transportation, as well as, allow students to return from athletic events at a reasonable hour.

The Driver's Education Program was discussed at length. Dr. Ewald referenced the High School survey and the letter sent to Assurance Driving School outlining various concerns and complaints by parents, students and staff. The letter asks that Assurance Driving School respond to the concerns raised in the recent survey by March 12, 2004. The Board would like to see a response from Assurance by this date, before making a decision to seek other proposals for the District's driver's education program. The concern of the Board is to offer a service to the students by offering a driver's education program they can access at the High School.

The National School Board Association membership was reviewed. The School Board determined that the District money would be better spent by not joining the National School Board Association.

The High School Japanese class field trip to Arlington, Illinois was presented to the Board for approval. Upon motion by Mr. Boknevit, seconded by Mr. Wattawa, the High School Japanese class field trip to Arlington, Illinois was unanimously approved.

The High School Spanish class field trip to Spain in April 2005 was presented to the Board for approval. It was noted that the students would miss two (2) days of school during this proposed field trip. Ms. Hemmer stated that such overseas field trips are a privilege and exemplary student behavior prior to the trip should be a prerequisite to a student being allowed to travel. Upon motion by Ms. Hemmer, seconded by Ms. Rutter, the High School Spanish class field trip to Spain in April 2005 was unanimously approved.

Dr. Ewald presented a flyer outlining the upcoming Community Forums. This flyer will be distributed to all parents and posted in public places, such as, Greene Park, St. Francis City Hall and the St. Francis Public Library. After a review of the proposed flyer, suggestions were made to include the District phone number and the addition the School Board Meeting on February 26<sup>th</sup>). The February 26<sup>th</sup> School Board Meeting agenda will also be sent home, letting parents know that reports will be given to the Board in regards to the financial impact, as well as, the impact on curriculum and children.

Superintendent, Dr. Ronda Ewald reported on the following:

1. The format for Building Administrator presentations was discussed. Presentations will focus on student learning, student welfare, and progress on school goals. The goal is to collect various kinds of data regarding our students to improve our learning environments for our students and share that in these reports.
2. Work session dates for the School Board are presently being coordinated.
3. Ms. Carol Topinka Instructional Services Director, Ms. Michelle Mancl, Willow Glen Building Administrator and Ms. Laura Cogburn are attending today a reading conference entitled, Closing the Achievement Gap, presented by Mr. Dick Arlington.
4. The Quick \$50 program has begun, targeting the High School audience. This program is in several high schools, sponsored by Southern Milwaukee County Crime Stoppers.
5. The next Facilities Committee Meeting is February 18<sup>th</sup> at 7:00 p.m. in the High School library. Dr. Ewald, Mr. Alioto and Ms. Hemmer will meet with Mr. Craig Ellsworth of the Community Development Authority prior to this meeting. Dr. Ewald also attended the Community Development Authority meeting held on Tuesday, February 10,

2004.

6. Kayla Seng, a student at Deer Creek Elementary, won an essay contest sponsored by Junior Achievement and the Milwaukee Admirals.

School Board President, Jacqueline Hemmer reported on the following:

1. Negotiations continue with the St. Francis Education Association (SFEA) and the custodial union.
2. The Board has been functioning with less committees—is it working? President Hemmer would like input from the Board.

Ms. Rutter reported that the Recreation Committee met on January 26<sup>th</sup>. The next meeting is scheduled for February 16<sup>th</sup>.

Upon motion by Mr. Bokneviz, seconded by Mr. Wattawa, the Board moved into closed session according to Wisconsin State Statutes 19.85 (1)(c) for consideration of employment, promotion, compensation or performance evaluation data of any public employee which the governmental body has jurisdiction or exercises responsibility.

**PRESENT:** Board Members Hemmer, Wattawa, Bokneviz, Rutter, and Superintendent Ewald

**EXCUSED:** Board Member Jarosh

**VISITORS:** None

The Board called closed session to order at 8:02 p.m. The Board reconvened into Open Session at 8:40 p.m., taking no action.

President declared the regular meeting adjourned at 8:40 p.m.

Approved by: Kathleen A. Rutter , School Board Clerk

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REGULAR SCHOOL BOARD MEETING

HELD IN THE HIGH SCHOOL LIBRARY

**February 26, 2004**

APPROVED MINUTES

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

Upon motion by Ms. Rutter, seconded by Mr. Bokneviz, the Board moved into closed session from 5:30 to 6:30 p.m. in the High School Library, according to Wisconsin State Statutes 19.85 (1)(c) for consideration of employment, promotion, compensation or performance evaluation data of any public employee which the governmental body has jurisdiction or exercises responsibility, specifically, business administration personnel.

**PRESENT:** Board Members Hemmer, Wattawa, Bokneviz, Rutter, Jarosh and Superintendent Ewald

**EXCUSED:** None

**VISITORS:** Nick Alioto and Roger Dickson <sup>##</sup> Public Business Consulting Group, LLC, and Renee Messing <sup>##</sup> Virchow, Krause & Company, LLP

The Board called closed session to order at 5:37 p.m. The Board reconvened into Open Session at 6:30 p.m., taking no action.

The regular meeting ensued.

**PRESENT:** Board Members Hemmer, Wattawa, Bokneviz, Rutter, Jarosh and Superintendent Ewald

**EXCUSED:** None

**VISITORS:** Sign-in sheets retained in official minute book <sup>##</sup> 11 visitors

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

A motion was made by Mr. Boknevit, seconded by Ms. Rutter to approve the agenda for February 26, 2004. Motion was unanimously approved.

## **PLEDGE OF ALLEGIANCE**

**COMMUNICATIONS:** None

## **COMMENTS FROM VISITORS:**

Mrs. Ellen Ferentz expressed her concerns on the future directives of the School District. Mrs. Ferentz also expressed a dire need for collaboration as comments have been expressed on how morale is low. Mrs. Ferentz believes the City of St. Francis and the schools need to work together.

Mrs. Gail Kolvenbach recapped how St. Francis has excellent staff. Mrs. Kolvenbach expressed her concerns regarding how staff should be asked, rather than told to serve on the High School Steering Committee. Staff should want to serve, rather than feel obligated.

Mrs. Susan Lyles is concerned that future plans for the District are going too fast. The District needs to work more with the community.

## **CONSENT AGENDA ACTION ITEMS:**

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

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

Minutes of February 12, 2004

## **BOARD ACTION ITEMS:**

Upon motion by Ms. Rutter, seconded by Mr. Boknevit, the 2002-2003 audit report by Virchow, Krause & Company, LLC was unanimously approved.

Upon motion by Mr. Boknevit, seconded by Ms. Hemmer, the WIAA applications for cooperative team sponsorship with the Cudahy School District for high school girls' soccer and wrestling covering the school years of 2004-2005 and 2005-2006 was unanimously approved.

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

The High School Band/Choir class field trip to New York City was presented to the Board for approval. Upon motion by Mr. Boknevit, seconded by Mr. Jarosh, the High School Band/Choir class field trip to New York City was unanimously approved.

The 2004-2005 location for 4K Programs was discussed concerning enrollment numbers and the benefits of making changes. After discussion, the Board made the decision to keep the 4K Programs as they currently exist, unless the enrollment numbers dictate differently.

Ms. Carol Topinka led the Curriculum/Instructional Department Report on the impact of various instructional models for grades K-8. The financial impact, as well as, insight from the community at the upcoming community forums on March 3<sup>rd</sup> and March 9<sup>th</sup> will be taken into consideration before a decision is made on the configuration of the elementary schools.

Mr. Nick Alioto presented a slide presentation on the financial impact of the proposed reconfiguration. Mr. Alioto stressed the importance of making necessary changes in order to avoid losing additional programs.

Dr. Ronda Ewald reiterated the Community Forum dates on March 3<sup>rd</sup> at Deer Creek Elementary from 7:00 p.m. to 8:30 p.m. and March 9<sup>th</sup> at Willow Glen Elementary from 6:30 p.m. to 8:00 p.m. Flyers have been posted at each school, St. Francis City Hall and Public Library and Greene Park. All parents will receive reminders through a "broadcast" telephone message to each of their residences.

Summer school was discussed at length. The proposed K-8 and recreation summer school is scheduled for June 21<sup>st</sup>-July 16<sup>th</sup>. The

High School level offerings are scheduled for June 16<sup>th</sup> through July 29<sup>th</sup> from 8:30 a.m. to 12:30 p.m. The District will partnership with the St. Francis Public Library to focus in on struggling readers. A survey will be sent to parents regarding possible changes to the summer school program. More information will be presented to the Board before a decision is made on summer school.

The District is facing continued software interface problems with the new payroll-processing vendor, ADP. Presently, the District is on hold with processing payroll with ADP.

The rate of pay for substitute teachers, both short and long term, was discussed at length. After a discussion and upon motion by Ms. Hemmer, seconded by Mr. Wattawa, the decision to not change the substitute rate of pay at the present time was unanimously approved.

Superintendent, Dr. Ronda Ewald reported on the following:

1. Defibrulators Thanks to Mrs. Teresa Saskowski, who has initiated the process of obtaining five (5) defibrulators for the schools. Thanks to the St. Francis Lions Club, who donated the money to purchase and the St. Francis Fire Department, who will be donating the training.
2. Facilities Study The following statements are viewpoints for planning that we continue to repeat.
  - We must avoid any short-term investments that would jeopardize the District's ability to serve students in the future.
  - Learning comes first. Ideas about student learning and achievement should drive decisions about school space, rather than the other way around. Our schools must prepare all students for the future. New approaches to teaching students and personalizing instruction bring demands on teachers and facilities to fit students' needs.
  - Our community wants cost-effective, practical responses to addressing school needs. They don't want their taxes to go up. A question arises, How do we improve the quality of facilities without increasing public spending?
  - Flexible facilities wiring flexibility, classrooms that serve various ages, various class sizes depending on student needs or whether instruction is computer based or teacher based, etc. Responsive facilities may mean that we reuse space creatively, and recycle property into new uses.
3. The District's Technology Plan has been approved by the Department of Public Instruction. Thanks to Sue Dohr, who spearheaded the process.
4. CISCO Academy There is a possibility of sharing services in regards to the High School CISCO Academy with other local area high schools. The summary of the program's attributes, written by Mike King, was distributed as reference.
5. The Athletic/Recreation Department has employment vacancies for a Girl's High School Volleyball Coach and Assistant Track Coach.
6. Festivities are scheduled at each elementary school for Dr. Seuss Celebration Week, March 1-5, 2004.
7. Registration for grades K4 and K5 is March 8-12, 2004. Parents can register their children for the 2004-2005 school year at each elementary school.
8. The next scheduled work session dates for the School Board are March 29<sup>th</sup> from 4:00 to 6:30 p.m. to discuss negotiations procedures and April 1<sup>st</sup> from 5:00 to 8:00 p.m. for planning.

School Board President, Jacqueline Hemmer reported on the following:

1. Board Committees The consensus of the Board is to keep functioning with the committees presently in place, with no additional committees being required at this time.
2. The School District should have the power to require Open Enrollment applicants to commit earlier than June, so that districts can better plan. Presently, the June committal date is a decision driven by the State.

The Board cancelled the scheduled closed session after the regular meeting.

President declared the regular meeting adjourned at 9:04 p.m.

Approved by: Kathleen A. Rutter , School Board Clerk

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### FACILITIES COMMITTEE MEETING MINUTES

Project: **St. Francis School District**

EUA Project No.: 3-03018-01

Date of Meeting: February 18, 2004 ☞ Facilities Planning Committee at St. Francis High School (7:00 ☞ 9:00)

Recorded By: Bruce Marne

Attendees:

Attendees

Non-attendees

Robert Boknevit

Sherry Craft

Mike McSweeney

Camille Wall

Russ Iwanski

Richard Adamczewski

Kyle Duerstein

Dave Fisher-

Vlada Ljubic

Mark Mullas

John LeBoeuf

Dave Goltz

Steve Wattawa

Dan Feuling

Rudy Hoppe

Susan Lyles

Tom Kiepczynski

Craig Vretnar \_\_\_\_\_

Tony Goodenough

Craig Ellsworth

Nick Alioto - PBCG-

Dr. Ronda Ewald \_\_\_\_\_

Liz Hasenstein

Bruce Marne-- Eppstein Uhen Architects

Hope Carr

Dennis Glavin

Bill Drehfal

Michelle Mancl

Erica Lopez

Tom Grzesiak

Gerry Luecht

John Kloppenburg

Chris Sobon

Roger Dickson - PBCG

Jim McManus

Carol Topinka \_\_\_\_\_

Jack Schultz

Craig Paprocki

Dave Berg

Rich Tennessen - Eppstein Uhen Architects

Bob Vajgrt - Eppstein Uhen Architects

Beth Rankinen (St. Francis Reminder)

To the best of our knowledge, the following items represent the information discussed. If there are any discrepancies or omissions, please contact this office.

Sincerely,

Bruce Marne, AIA

Client Executive

cc: All Listed Above

This is the fourth meeting of the master planning process.

1. Dr. Ewald welcomed the group and turned the meeting over to Bruce Marne for a discussion regarding the High School.
2. Bruce handed out a matrix showing High School Classroom utilization.
  - a. The handout showed each room in the school, which periods it was occupied and it's total percentage of utilization.

- b. The lunch schedule was discussed. The schedule currently conflicts some what with the class schedule which is why rooms show low utilization during lunch hours.
  - c. The matrix shows that the High School does not have substantial space needs thus planning needs to focus on updating the building.
3. Bruce handed out a square footage analysis chart of area high schools including St. Francis.
- a. The chart compared support spaces ( Gym, Library, Auditorium, Cafeteria, PE locker rooms and Tech Ed. ) for the schools based upon square feet per student.
  - b. The chart showed that the High School compared favorably in all areas except the cafeteria, which was 1/2 the average of the other schools.
  - c. A question arose why was the student lounge area not included in the cafeteria total and would we than compare favorable to the other schools? The following is a clarification of Bruce's answer.
    - 1. Adding the 1330 s.f. to the cafeteria total would raise the s.f. per student to 6, compared to the average of 8 for the other schools. The net s.f., after deducting the space for the food service line and the structural elements is 800 sf. which equates to 5 s.f. per student.
4. Bruce reviewed the proposed High School option based on the information above. The plan included:
- a. A -small addition at the entry to provide a more secure environment.
  - b. -A cafeteria/kitchen addition large enough to reduce the lunch periods to 2, which eliminates the classroom scheduling conflict.
  - c. -A science addition which provide updated facilities and also connects the Tech Ed. corridor-to the north classroom corridor to provide better security and supervision.
  - d. The Art, FACE, old Science rooms and the Metals lab is proposed to be renovated.
  - e. An option to relocate the District Office was also presented. The option would provide an exterior entry for the District Office which would eliminate its traffic from the High School.
5. Bruce handed out a maintenance summary and staff request list.
6. Nick Alioto discussed the next steps in the process.
- a. The Board is addressing the curricular and organizational issues at Deer Creek and Willow Glen. The Board is meeting February 26<sup>th</sup> to discuss this issue and there are 2 community meetings March 3<sup>rd</sup> and March 9<sup>th</sup> for community input. The Board will then make a decision and the Architects would then prepare options based upon that decision.
  - b. Nick Alioto also discussed other options that have come forward for the High School. The options included:
    - 1. Getting-money through the CDA, City Development Authority, to possibly relocate schools, retrofit and improve all three schools, or other improvements to the school facilities.
    - 2. Further research is needed to see if any of these options are beneficial to the taxpayers of St. Francis. It would take 4-6 years to implement one of these options. A stopgap type project would be proposed for the High School if one of the options proved feasible

Handouts included:

Agenda

High School Classroom Utilization

Square foot analysis of area High Schools

Staff building requests/maintenance needs

**Next meeting:**

**Wednesday March 31, 2004 at the High School Library from 7:00 9:00 PM.**

SPECIAL SCHOOL BOARD WORK SESSION

HELD IN THE DISTRICT OFFICE ROOM 201A

**February 5, 2004**

**APPROVED MINUTES**

President Jacqueline Hemmer called the meeting to order at 4:00 p.m.

**PRESENT:** Board Members Hemmer, Wattawa, Rutter, and Superintendent Ewald

**EXCUSED:** Board Members Boknevitz and Jarosh

**ABSENT:** None

**VISITORS:** Carol Topinka ☞ Instructional Services Director; Nick Alioto and Roger Dickson ☞ Public Business Consulting Group, LLC, and Elizabeth Hasenstein

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

A motion was made by Ms. Rutter, seconded by Mr. Wattawa to approve the agenda for February 5, 2004. Motion was unanimously approved.

**WORK SESSION DISCUSSION:**

Mr. Nick Alioto and Mr. Roger Dickson of Public Business Consulting Group, LLC presented a financial overview of the District and areas the Board needs to focus on for short-term and long-term District growth and stability.

President declared the special work session adjourned at 6:30 p.m.

Approved by: Kathleen A. Rutter, School Board Clerk

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REGULAR SCHOOL BOARD MEETING

HELD IN THE HIGH SCHOOL LIBRARY

**January 22, 2004**

APPROVED MINUTES

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

Upon motion by Ms. Hemmer, seconded by Ms. Rutter, the Board moved into closed session from 5:00 to 6:30 p.m. in the High School Library, according to Wisconsin State Statutes 19.85 (1)(c) for consideration of employment, promotion, compensation or performance evaluation data of any public employee which the governmental body has jurisdiction or exercises responsibility, specifically administrator/business office contracts.

**PRESENT:** Board Members Hemmer, Wattawa, Boknevitz, Rutter, Jarosh and Superintendent Ewald

**EXCUSED:** None

**VISITORS:** None

The Board called closed session to order at 5:00 p.m. The Board reconvened into Open Session at 6:30 p.m. for possible action.

Upon motion by Ms. Rutter, seconded by Mr. Jarosh, the intent to renew the contracts of the District Administrator, Director of Instructional Services and Willow Glen Building Administrator for 2004-2006 were unanimously approved.

The regular meeting ensued.

**PRESENT:** Board members Hemmer, Wattawa, Boknevitz, Rutter, Jarosh and Superintendent Ewald

**EXCUSED:** None

**VISITORS:** Sign-in sheets retained in official minute book ☞ 31 visitors

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

A motion was made by Mr. Boknevit, seconded by Ms. Rutter to approve the agenda for January 22, 2004. Motion was unanimously approved.

**PLEDGE OF ALLEGIANCE:**

Deer Creek Cub Scout Pack 305 led the Pledge of Allegiance.

**WRITING PRESENTATION BY MRS. COGBURN'S 3<sup>RD</sup> GRADE CLASS:**

Willow Glen's third grade class shared a variety of writing samples with the Board. Some of the stories shared highlighted information on Pearl Harbor, tigers, space, the holidays, scary stories and poetry.

**COMMUNICATIONS:** None

**COMMENTS FROM VISITORS:**

Mrs. Liz Hasenstein requested more clarification on School Board agenda topics posted, to help parents have a better understanding of what is going to be discussed.

**CONSENT AGENDA ACTION ITEMS:**

President Hemmer inquired if there was any item(s) that should be removed from the consent agenda. The minutes of January 8, 2004 were removed for further review.

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

Minutes of December 11, 2003

Minutes of January 15, 2004

Bills totaling \$349,179.34 and Payroll totaling \$965,822.37

Personnel Items:

1. That the Board approve the extracurricular contracts for the following people for the 2003-2004 school year:

Jack LoPresti, Rec Department Basketball Coach / Little Dribblers \$ 500.00

Erich Gottfried, Boys Freshman Baseball Coach, C2 \$2,342.40

**BOARD ACTION ITEMS:**

Upon motion by Mr. Jarosh, seconded by Mr. Boknevit, the Public Business Consulting Group contract amendment was unanimously approved contingent upon concept clarifications are further reviewed by the School District attorney and Dr. Ronda Ewald.

Upon motion by Ms. Rutter, seconded by Mr. Boknevit, the participation of Carla Herried and Terry Benka in the U.S. Marine Corps Educator Workshop in San Diego, California from February 2-6, 2004 was unanimously approved.

Upon motion by Ms. Rutter, seconded by Mr. Jarosh, the 2004 Lock-In for the District's 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> grade students on Friday, March 19, 2004 was unanimously approved.

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

Instructional Services Director, Ms. Carol Topinka, shared with the Board a review of High School graduation requirements. The District will need to review possible ideas for college level courses for High School electives, AP classes, etc.

Ms. Topinka also discussed the District's Charter School, Horizon Academy and what needs to be accomplished for at-risk students. The Board requested that Ms. Carol Topinka and Dr. Gerald Luecht work with the High School Improvement Team and any

standing committee that might be formed to study best curricular practices in the major content area of Science, Math, English and Social Studies. It was also requested by the Board that Ms. Topinka and Dr. Luecht make recommendations to the Facilities Study Committee on renovations/reconstructions with the High School, as well as, study and revise the current graduation requirements. Dr. Luecht will chair this initiative and utilize Carol Topinka as a resource. Board Members, Ms. Rutter and Ms. Hemmer both volunteered to serve on this new committee.

Proposed High School U.S. History realignment and new textbooks were discussed at length. Upon motion by Mr. Boknevit, seconded by Mr. Jarosh, the new Social Studies curriculum and purchase of new textbooks with funds not to exceed \$16,294.20 were unanimously approved.

The revised Bestway Busing contract was presented for approval. After review and upon motion by Mr. Boknevit, seconded by Mr. Wattawa, the Bestway Busing contract covering 2003-04, 2004-05 and 2005-06 was unanimously approved.

The Instructional Design Committee recently held their third meeting. The educational/instructional setting for all students was discussed at length. All committee members were in agreement in regards to the middle school grade levels requiring different needs than those of early elementary students. A need for an abbreviated time line was discussed. The role of this committee in conjunction with the Facilities Study Committee was also addressed. The committee will form a draft with their comments and suggestions to the Board for discussion at the February 26<sup>th</sup> regular meeting. In the draft, class sizes will be used to show how they will look using different scenarios. Superintendent Ewald added that also on February 26<sup>th</sup>, the Board would receive a fiscal impact of the School District organizational structures and options with a focus on the two K-8 structures and K-4 and 5-8, or K-3 and 4-8 structure options. Two community public information sessions will be set up between the February 26 and March 11 Board meetings.

A 7<sup>th</sup> grade field trip request to Medieval Times Dinner & Tournament in Schaumburg, Illinois was presented to the Board for approval. Upon motion by Mr. Boknevit, seconded by Mr. Wattawa, the 7<sup>th</sup> grade field trip request to Schaumburg, Illinois was unanimously approved.

The report from the Instructional Services Director, Carol Topinka was encompassed in the future plans for the schools' organizational structures.

Superintendent, Dr. Ronda Ewald reported on the following:

1. The Department of Public Instruction 2<sup>nd</sup> Friday Membership Count report was shared with the School Board. The District reported 1,444 students compared to 1,451 reported in the September count.
2. On Monday, January 26<sup>th</sup>, all hourly employees (with exception to the clerical union) will begin test swiping employee payroll cards to track their hours worked. The District is hoping to go live on February 2<sup>nd</sup>. There are three key components with the new ADP payroll processing software that is targeted to be functional by February 22<sup>nd</sup>.
3. The Coffee with the Superintendent is scheduled for Tuesday, February 10<sup>th</sup> from 6:00 to 7:30 p.m. at the St. Francis Public Library.
4. There will be three (3) Japanese students visiting St. Francis from March 18-28, 2004.
5. A planning meeting for summer school took place recently and a report from that meeting will be presented at the February 12<sup>th</sup> regular Board meeting.
6. St. Francis Night at the Admirals hockey game is February 6<sup>th</sup>. Tickets are \$11.00.

School Board President, Jacqueline Hemmer reported on the following:

1. Negotiations continue with the St. Francis Education Association (SFEA) and the custodial union.
2. Ms. Hemmer outlined the recent Annual Wisconsin Association of School Boards' State Conference held in January. Several St. Francis School Board Members and Administrators attended. It was a good experience and very worthwhile for those able to attend.

Upon motion by Mr. Boknevit, seconded by Ms. Rutter, the Board moved into closed session according to Wisconsin State Statutes 19.85 (1)(c) for consideration of employment, promotion, compensation or performance evaluation data of any public employee which the governmental body has jurisdiction or exercises responsibility.

**PRESENT:** Board Members Hemmer, Wattawa, Boknevitz, Rutter, Jarosh and Superintendent Ewald

**EXCUSED:** None

**VISITORS:** None

The Board called closed session to order at 8:20 p.m. The Board reconvened into Open Session at 8:28 p.m., taking no action.

President declared the regular meeting adjourned at 8:28 p.m.

Approved by: Kathleen A. Rutter, School Board Clerk

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SPECIAL SCHOOL BOARD WORK SESSION  
HELD IN THE ST. FRANCIS HIGH SCHOOL LIBRARY

**January 15, 2004**

**APPROVED MINUTES**

President Jacqueline Hemmer called the meeting to order at 6:12 p.m.

**PRESENT:** Board members Hemmer, Wattawa, Boknevitz, Rutter, Jarosh and Superintendent Ewald

**EXCUSED:** None

**ABSENT:** None

**VISITORS:** Carol Topinka ☞ Instructional Services Director; Nick Alioto and Roger Dickson ☞ Public Business Consulting Group, LLC

Superintendent Ewald 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. Jarosh, seconded by Mr. Wattawa to approve the agenda for January 15, 2003. Motion was unanimously approved.

**WORK SESSION DISCUSSION:**

Mr. Nick Alioto and Mr. Roger Dickson of Public Business Consulting Group, LLC presented an overview of areas the Board needs to review for the Facilities Study Committee. The Board coordinated a calendar for the next two (2) months to finalize a decision for the Facilities Study Committee by the end of March.

President declared the special work session adjourned at 8:45 p.m.

Approved by: Kathleen A. Rutter , School Board Clerk

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REGULAR SCHOOL BOARD MEETING  
HELD IN THE HIGH SCHOOL LIBRARY

**January 8, 2004**

**APPROVED MINUTES**

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

Upon motion by Ms. Hemmer, seconded by Ms. Rutter, the Board moved into closed session from 5:30 to 6:25 p.m. in the High School Library, according to Wisconsin State Statutes 19.85 (1)(c) for consideration of employment, promotion, compensation or performance evaluation data of any public employee which the governmental body has jurisdiction or exercises responsibility.

**PRESENT:** Board Members Hemmer, Wattawa, Boknevitz, Rutter, Jarosh and Superintendent Ewald

**EXCUSED:** None

**VISITORS:** None

The Board called closed session to order at 5:30 p.m. The Board reconvened into Open Session at 6:25 p.m., taking no action.

The regular meeting ensued.

**PRESENT:** Board members Hemmer, Wattawa, Boknevitz, Rutter, Jarosh and Superintendent Ewald

**EXCUSED:** None

**VISITORS:** Sign-in sheets retained in official minute book ☞ 12 visitors

Superintendent Ewald 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. Wattawa to approve the agenda for January 8, 2004. Motion was unanimously approved.

#### **PLEDGE OF ALLEGIANCE**

**COMMUNICATIONS:** None

**COMMENTS FROM VISITORS:** None

#### **CONSENT AGENDA ACTION ITEMS:**

President Hemmer inquired if there was any item(s) that should be removed from the consent agenda. There were no items to be removed.

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

Minutes of December 11, 2003 were tabled for further review.

Personnel Items:

1. That the Board approves the 2003-2005 contract renewal for Pamela Bleimehl.
2. That the Board approves the 2004 family medical leave for Teresa Coplan (compensation in line with the FMLA and SFEA-St. Francis School District contract policy).

#### **BOARD ACTION ITEMS:**

Upon motion by Mr. Jarosh, seconded by Ms. Hemmer, the annual High School choral field trip to Luther College in Decorah, Iowa on January 11-12, 2004 was unanimously approved.

Upon motion by Mr. Jarosh, seconded by Mr. Wattawa, the WIAA Cooperative Sports Agreements were approved with noted revisions to the soccer agreement.

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

Mr. Roger Dickson answered questions regarding the OPEB (Other Post Employment Benefits GASB Proposal). It will be brought back to the January 22<sup>nd</sup> Board Meeting for more discussion.

The Bestway Busing contract will be revised and brought back to the January 22<sup>nd</sup> Board Meeting for approval.

ESL (English as a Second Language) was presented as part of the Instructional Services Report.

Proposed High School courses for the 2004-2005 school year was presented for review. Revisions to the F.A.C.E. Program would separate ¶Personal Finance¶ from career courses. It would be offered as a semester class. Upon motion by Mr. Jarosh, seconded by Ms. Rutter, the proposed High School classes for the 2004-2005 school year were unanimously approved as presented.

High School teacher, Mr. Jack LoPresti presented a proposal to realign U.S. History by eliminating one semester of U.S. History 2. The Board requested more information regarding funds available and needed for this proposal. This will be brought back for further consideration at the January 22<sup>nd</sup> Board Meeting.

Revised School Board Policy D-17 (Field Trips) and Policy D-17a (School Sponsored Extended Trips) were presented for further review. After careful review and upon a motion by Mr. Jarosh, seconded by Ms. Rutter, the revised School Board Policy D-17 and D-17a were unanimously approved with the notation that the changed policies does not lift the ban on High School physical education classes going on walks off-campus.

St. Francis High School Building Administrator, Dr. Gerald Luecht reported on the following:

1. A presentation of the new WIAA Conference schedule. This schedule is for 2005-2006. The District would move to a twelve-(12) team division, Woodland Conference and be re-named Parkland. This change will help our school in transportation, as well as, allow students to return from athletic events at a reasonable hour.

Deer Creek Building Administrator, Elma Gonzales-Radke reported on the following:

1. An update on the 3<sup>rd</sup> grade reading tests was presented.
2. Upper elementary is working on various specialty areas, such as, Darwin¶s Theory, volcanoes, etc.

Willow Glen Building Administrator, Michelle Mancl reported on the following:

1. History reading incentives are being encouraged the month of January.
2. Mrs. Laura Cogburn is working on the Title I reading testing and is receiving good results.
3. Gifted and Talented Program ¶ This is an area of concern. All children are being reviewed. Teachers need to differentiate their instruction to meet the needs in the classroom.
4. Curriculum mapping is off to a wonderful start.
5. At Risk Program ¶ Programs in other districts are being reviewed. A proposal is tentatively set for March.
6. Data Retreat ¶ All students are being reviewed/assessed.
7. Illusionist, Arden James will be presenting a show at Willow Glen on Friday, January 9, 2004.

Instructional Services Director, Carol Topinka reported on the following:

1. There will be a workshop to expand on Title 1. Ms. Susan Udelhoffen will be volunteering her time on January 26<sup>th</sup> and January 28<sup>th</sup> at all three schools.
2. Ms. Topinka distributed a draft document that addresses ESL. This is work in progress that is expected to be completed by the end of the year.

Superintendent, Dr. Ronda Ewald reported on the following:

1. Acknowledgement and appreciation to the three (3) candidates for School Board. Camie Wall, Liz Hasenstein and Kyle Duerstein.
2. High School student, Amanda Deiter-Saskowski has been nominated for the Kohl Scholarship and her name will be sent from this region to be sent to the State for final selection on January 28-29, 2004.
3. The Department of Public Instruction Second Friday Membership Count is January 8, 2004.

4. Interviews are scheduled for Friday, January 16<sup>th</sup> for the District Business Manager position.
5. The next Facilities Study Committee Meeting is January 14, 2004.
6. Administrators will be attending a SEWAC meeting at Alverno College on January 13, 2004. Mr. Rick Stiggins will facilitate a discussion on assessment.
7. There is a Special School Board Work Session on January 15, 2004 from 6:00 to 8:30 p.m. in the High School library.

School Board President, Jacqueline Hemmer reported on the following:

1. Appreciation to the three (3) new School Board candidates.
2. Negotiations continue with the St. Francis Education Association (SFEA). Custodial negotiations begin January 12, 2004.

Upon motion by Mr. Boknevitz, seconded by Ms. Rutter, the Board moved into closed session according to Wisconsin State Statutes 19.85 (1)(c) for consideration of employment, promotion, compensation or performance evaluation data of any public employee which the governmental body has jurisdiction or exercises responsibility.

**PRESENT:** Board Members Hemmer, Wattawa, Boknevitz, Rutter, Jarosh and Superintendent Ewald

**EXCUSED:** None

**VISITORS:** None

The Board called closed session to order at 8:30 p.m. The Board reconvened into Open Session at 9:50 p.m., taking no action.

President declared the regular meeting adjourned at 9:50 p.m.

Approved by: Kathleen A. Rutter, School Board Clerk

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