

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

REGULAR MEETING
HELD IN THE ST. FRANCIS HIGH SCHOOL LIBRARY
September 21, 2009

APPROVED MINUTES

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

Upon motion by Mr. Bokneviz, seconded by Mr. Iwanski, the Board adjourned into closed session in the St. Francis High School library pursuant 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 issues.

PRESENT: Board Members Hemmer, Iwanski, Bokneviz, and Superintendent Topinka

EXCUSED: Board Members Rutter and Mayer

VISITORS: Business Manager Kelly

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 Ms. Hemmer, seconded by Mr. Bokneviz, the 2009-2011 contract for the Data Management position was unanimously approved.

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

PRESENT: Board Members Hemmer, Iwanski, Bokneviz, Rutter*, Superintendent Topinka and Business Manager Kelly

EXCUSED: Board Member Mayer

VISITORS: Mr. Mark DiStefano – St. Francis High School Principal; Mr. Eric Ellison / Mr. John Foster – C.G. Schmidt, Inc. No additional public visitors (sign-in sheets retained in official minute book)

*Board Clerk Rutter joined the regular meeting at 6:30 p.m.

Superintendent Topinka 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 September 21, 2009. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

COMMUNICATIONS TO THE BOARD: 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. Bokneviz, seconded by Ms. Rutter, the following Consent Agenda Action Items were unanimously approved:

- Minutes of September 14, 2009
- Accounts payable bills totaling \$79,317.64; 2008 bond invoices totaling \$2,200.00; and payroll/payroll-related bills totaling \$216,321.30.
- Personnel Items: None

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION:

Upon motion by Ms. Hemmer, seconded by Mr. Boknevit, the Board unanimously adopted the following resolution on the possible elimination of Milwaukee County Transit Route 89:

It is the position of the St. Francis School Board that the Milwaukee County Board must continue to serve students of the St. Francis Schools by maintaining Transit Route 89. Route 89 provides needed daily transportation to dozens of St. Francis School District students living in St. Francis and in the City of Milwaukee.

These students not only enjoy an affordable and safe ride to and from their neighborhoods, but are able to participate in extra-curricular activities that would not be available to them were it not for the bus route’s flexible schedule.

The St. Francis School Board fears that the route’s elimination for financial reasons, as a part of the Milwaukee County Board’s budget deliberations, will have a significant negative impact on our students, who will no longer have access to transportation to and from school.

The St. Francis School Board asks the Milwaukee County Board of Supervisors to carefully consider the impact of Route 89 on the dozens of affected students who rely on it for transportation and on the St. Francis School District, as a whole.

Adopted and recorded this 21st day of September, 2009.

New School Board Policy D-38 – Electronic Communication Devices was presented for review and approval. Discussion ensued. Board Members will submit their policy recommendations to President Hemmer by Monday, September 28, 2009. President Hemmer will review and incorporate Board recommendations into Policy D-38 to be brought back at the October 5, 2009 regular meeting.

A referendum update for the month of August was presented by C.G. Schmidt representatives, Mr. Eric Ellison and Mr. John Foster. Mr. Ellison reported on current referendum projects and their progress at each school. Willow Glen’s asphalt has been put back in place. Deer Creek is waiting on a shipment of bricks that will match the current building. The District is researching replacing the condensing unit and refurbishing the air handler unit, which will alleviate current air flow issues on the second floor at Deer Creek. The mold abatement in the Deer Creek computer lab has been completed. The High School parking lot is finished. The footings and foundations are also in place for the new High School science lab addition. All projects are on schedule.

Business Manager Kelly reported on the following:

- 1) Business Manager Kelly presented information on bids received for snow removal services. The District is receiving further clarification on several bids. The bids for snow removal services will be brought back at the October 5, 2009 regular meeting for further review.
- 2) Business Manager Kelly presented information the SchoolMessenger contract. SchoolMessenger is a program currently utilized by the District to send home automated phone messages to parents. The District would like to upgrade the program to a web-based application. Discussion ensued. Upon motion by Ms. Hemmer, seconded by Ms. Rutter, the upgrade to the SchoolMessenger web-based application was unanimously approved.

There was no report from Board Members.

There was no report from Superintendent Topinka.

Board President Hemmer reported on upcoming important dates:

- o October 14th – St. Francis Association of Commerce Dinner at Dobie’s Restaurant.
- o October 20th – Wisconsin Association of School Board Fall Regional Meeting – 6:30 p.m. – Polish Center of Wisconsin

Upon motion by Ms. Rutter, seconded by Mr. Boknevit, the President declared the regular meeting adjourned at 7:50 p.m.

Approved by:

Kathleen A. Rutter
School Board Clerk

Jacqueline N. Hemmer
School Board President

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

REGULAR MEETING
HELD IN THE WILLOW GLEN PRIMARY SCHOOL LIBRARY
September 14, 2009

APPROVED MINUTES

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

Upon motion by Ms. Rutter, seconded by Mr. Iwanski, the Board adjourned into closed session in the Willow Glen Primary School library pursuant to Wisconsin State Statutes 19.85 (1)(c)(f) for considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, and the consideration of financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons, specifically, St. Francis Education Association grievance and other personnel issues.

PRESENT: Board Members Hemmer, Iwanski, Rutter, Mayer and Superintendent Topinka

EXCUSED: Board Treasurer Boknevitc

VISITORS: Business Manager Kelly and Attorney Robert Buikema – Davis & Kuelthau, S.C.

The President called closed session to order at 5:30 p.m. The Board reconvened into open session at 6:00 p.m., taking no action.

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

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

EXCUSED: Board Treasurer Boknevitc

VISITORS: Mr. Mark DiStefano – St. Francis High School Principal; Mr. Pete Loeffel – St. Francis Public Library Director
No additional public visitors (sign-in sheets retained in official minute book)

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

A motion was made by Ms. Rutter, seconded by Mr. Iwanski to approve the agenda for September 14, 2009. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

COMMUNICATIONS TO THE BOARD:

A note of appreciation from Elementary Teacher, Ms. Kathleen Reeves on the Board of Education's commitment to provide the best for the District's students.

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. Iwanski, the following Consent Agenda Action Items were unanimously approved:

- Minutes of August 24, 2009
- Accounts payable bills totaling \$319,255.24; 2008 bond invoices totaling \$81,245.52; and payroll/payroll-related bills totaling \$652,905.10.
- Personnel Items:
 1. The appointment of Tracy Wisialowski as Elementary Intervention Specialist for the 2009-2010 school year.
 2. The appointment of Jym Clark as Elementary Intervention Specialist for the 2009-2010 school year.
 3. The 2010 FMLA request for Laura Carlson, High School Teacher.

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION:

The referendum update for the month of August will be presented by a C.G. Schmidt representative at the September 21, 2009 meeting. In the future, referendum updates will be presented at the first regular Board meeting of each month. The referendum website is now available. The footings have been completed at the High School. Projects at Willow Glen and Deer Creek will be completed by the end of September 2009. The Deer Creek computer lab did require mold abatement; those costs will be covered under Fund 10.

Business Manager Kelly reported on the following:

- 1) Business Manager Kelly presented information on purchasing a cold serving station for the High School food service program. The station would allow for a fresh soup and salad bar and a station where the kitchen staff could make fresh sandwiches and wraps. The cost of the equipment is \$5,679.56. Discussion ensued. Upon motion by Ms. Hemmer, seconded by Ms. Rutter, the purchase of a cold serving station for the High School food service program was unanimously approved.

There was no report from Board Members.

Superintendent Topinka reported on the following:

- 1) Superintendent Topinka reported on a letter received from the Wisconsin Association of School Boards accepting the District's presentation proposal, "How to Pass a Referendum with 61% Support When the Odds are Almost Completely Against You" for the 2010 Wisconsin State Education Convention. The presentation will be held on Friday, January 22, 2010. The District will be notified of the exact time and location at a later date.
- 2) Ms. Shari Franz, owner of the FIXX Coffee House is collaborating with the High School Transition Program and has employed a student from the Program. The student will work at the FIXX Coffee House on Tuesdays and Fridays from 12:00 p.m. to 2:30 p.m. The School District appreciates Ms. Franz's support.

Board President Hemmer reported on the following:

- 1) All Board Members are registered to attend the 2009 WASB Fall Regional Meeting scheduled on October 20, 2009 at the Polish Center of Wisconsin.

Upon motion by Ms. Hemmer, seconded by Ms. Mayer, the President declared the regular meeting adjourned at 6:26 p.m.

Approved by:

/original signed/

Kathleen A. Rutter
School Board Clerk

/original signed/

Jacqueline N. Hemmer
School Board President

ST. FRANCIS SCHOOL DISTRICT
BUDGET HEARING AND ANNUAL MEETING

Deer Creek Intermediate School Library
3680 South Kinnickinnic Avenue
St. Francis, WI 53235
September 8, 2008

APPROVED MINUTES

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

Present: Board members Hemmer, Iwanski, Boknevit, Rutter, Mayer, Superintendent Topinka, and Business Manager – Ms. Julie Kelly

Visitors: Sign-in sheets retained in official minute book – 3 visitors.

President Hemmer turned the meeting over to Robert Boknevit, School Board Treasurer and Julie Kelly, School Business Manager who briefly explained school funding in Wisconsin and the financial impact of the Open Enrollment and Chapter 220 Programs for the District's budget and then asked for questions on the 2008-2009 budget.

After all questions were addressed, the Budget Hearing concluded at 7:00 p.m.

Annual Meeting was called to order by President Hemmer at 7:00 p.m.

The Pledge of Allegiance was led by President Hemmer.

Mr. Bob Boknevit nominated Jacqueline Hemmer as chairperson, motion seconded by Mr. Brian Warwick. Motion carried.

Upon a motion by Ms. Hemmer, seconded by Mr. Boknevit, the minutes for the Annual Meeting of September 10, 2007 were unanimously approved.

Mr. Boknevit moved, Ms. Rutter seconded, that there shall be levied upon the taxable property of the St. Francis School District the sum of \$5,072,521. \$4,603,918 for the General Fund for the operation of district schools; \$193,489 for the Community Service Fund; and \$275,114 for the discharge of debt obligations. Motion carried unanimously.

Ms. Rutter moved, Mr. Boknevit seconded, that the date and place of the next Annual Meeting be Monday, September 7, 2009 at Willow Glen Primary School, 2600 East Bolivar Avenue, St. Francis, Wisconsin. Motion carried unanimously. (Note: The date of the 2009 Annual Meeting was changed to September 14, 2009 due to the observance of Labor Day on September 7, 2009.)

The Board opened the floor for other items of discussion.

Ms. Rutter moved, Mr. Boknevit seconded, that the Annual Meeting be adjourned. Motion carried unanimously.

Annual Meeting was adjourned at 7:09 p.m.

Approved by:

/original signed/

Kathleen A. Rutter
School Board Clerk

/original signed/

Jacqueline N. Hemmer
School Board President

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

REGULAR MEETING
HELD IN THE ST. FRANCIS HIGH SCHOOL LIBRARY
August 24, 2009

APPROVED MINUTES

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

Upon motion by Ms. Rutter, seconded by Ms. Mayer, the Board adjourned into closed session in the St. Francis High School library pursuant 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 issues.

PRESENT: Board Members Hemmer, Boknevit, Rutter, Mayer and Superintendent Topinka

EXCUSED: Board Vice President Iwanski

VISITORS: Business Manager Kelly

The President called closed session to order at 5:45 p.m. The Board reconvened into open session at 6:35 p.m., taking no action.

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

PRESENT: Board Members Hemmer, Boknevit, Rutter, Mayer, Superintendent Topinka and Business Manager Kelly

EXCUSED: Board Vice President Iwanski

VISITORS: Mr. Eric Ellison / Mr. John Foster – C.G. Schmidt, Inc.;
No additional public visitors (sign-in sheets retained in official minute book)

Superintendent Topinka 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 August 24, 2009. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

COMMUNICATIONS TO THE BOARD: 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 August 10, 2009
- Minutes of August 18, 2009
- Accounts payable bills totaling \$81,612.29; 2008 bond invoices totaling \$17,986.79; and payroll/payroll-related bills totaling \$420,151.47.
- Personnel Items: None

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION:

Board Treasurer Boknevit would like to see more direction in the District's student handbooks that addresses what is deemed acceptable attire. Mr. Boknevit suggested the Board, along with input from Building Principals, develop a student dress code policy. Superintendent Topinka will discuss student dress code with the Building Principals and return with an update at a future meeting.

Representatives from C.G. Schmidt, Inc. presented a referendum update by reviewing the construction plans and the budget.

Business Manager Kelly reported on the following:

- 1) Business Manager Kelly presented the 2009-2010 preliminary budget for approval. Discussion ensued. Upon motion by Ms. Rutter, seconded by Mr. Boknevitiz, the 2009-2010 preliminary budget was unanimously approved.
- 2) Business Manager Kelly presented an update on the High School locker installation. The High School locker installation will be completed by August 31, 2009 and the locks should be delivered within the next day. Trim and locker numbers will be installed at a later date.

Board Members' reported on the following:

- 1) The Annual St. Francis Days' Parade is scheduled for September 5, 2009 at 11:00 a.m. Board Members participating in the parade should meet at the St. Francis Community Center at 10:00 a.m.

Superintendent Topinka reported on the following:

- 1) Superintendent Topinka reported the new teacher orientation held earlier in the day went well. First day for teachers and staff is Wednesday, August 26, 2009.

Board President Hemmer reported on upcoming important dates:

- o September 14th – School Board Annual Meeting – 7:00 p.m., budget hearing to begin at 6:30 p.m., with the regular meeting starting at 6:00 p.m. at Willow Glen Primary School Library
- o October 14th – St. Francis Association of Commerce Dinner at Dobie's Restaurant.
- o October 20th – Wisconsin Association of School Board Fall Regional Meeting – 6:30 p.m. – Polish Center of Wisconsin

Upon motion by Mr. Boknevitiz, seconded by Ms. Mayer, the President declared the regular meeting adjourned at 8:05 p.m.

Approved by:

/original signed/

Kathleen A. Rutter
School Board Clerk

/original signed/

Jacqueline N. Hemmer
School Board President

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

WORK SESSION MEETING
HELD IN THE ST. FRANCIS HIGH SCHOOL LIBRARY
August 18, 2009

APPROVED MINUTES

President Jacqueline Hemmer called the work session to order at 5:05 p.m.

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

EXCUSED: Board Clerk Rutter

VISITORS: Building Principals – Mr. Mark DiStefano; Ms. Michelle Mancl; and Ms. Mary Garcia-Velez;
No public visitors (sign-in sheets retained in official minute book)

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

A motion was made by Ms. Hemmer, seconded by Mr. Boknevitz to approve the agenda for August 18, 2009. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

WORK SESSION:

Business Manager Kelly was asked by the Board to bring back information related to the tax levy and budget. At the meeting, the Board discussed the different levy options. In the past, the Board has used their full levying authority. This year, the Board is looking to levy less than its full authority. The impact of levying less this year will impact both levying authority and state aid payments in the future. The Board will also have to make additional reductions to the 2009-2010 budget.

The Board will be asked to approve the 2009-2010 Budget at the regular School Board meeting on August 24.

Upon motion by Ms. Hemmer, seconded by Mr. Iwanski, the President declared the work session adjourned at 6:30 p.m.

Approved by:

/original signed/

Diane F. Mayer
Acting School Board Clerk

/original signed/

Jacqueline N. Hemmer
School Board President

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

REGULAR MEETING
HELD IN THE ST. FRANCIS HIGH SCHOOL LIBRARY
August 10, 2009

APPROVED MINUTES

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

PRESENT: Board Members Hemmer, Iwanski, Boknevit, Rutter, Mayer, Superintendent Topinka and Business Manager Kelly

EXCUSED: None

VISITORS: Mr. Mark DiStefano – St. Francis High School Principal; Mr. Eric Ellison – C.G. Schmidt, Inc.;
No additional public visitors (sign-in sheets retained in official minute book)

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

A motion was made by Ms. Rutter, seconded by Mr. Iwanski to approve the agenda for August 10, 2009. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

COMMUNICATIONS TO THE BOARD:

- 1) A note of appreciation from Marge Kosloske for the retirement wishes expressed by the District.
- 2) A note of appreciation from Mrs. Karen Michalski for the sympathies expressed by the District on the recent passing of her husband and former St. Francis School District employee, Mr. Richard Michalski.

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 Ms. Hemmer, the following Consent Agenda Action Items were unanimously approved:

- Minutes of July 13, 2009
- Minutes of July 24, 2009
- Accounts payable bills totaling \$158,815.20; 2008 bond invoices totaling \$48,431.00; and payroll / payroll related bills totaling \$357,626.38.
- Personnel Items:
 1. The appointment of Stacie Capstran as Intermediate School Spanish Teacher (.25 FTE) for the 2009-2010 school year contingent upon appropriate Department of Public Instruction licensure.
 2. The appointment of Gina Howell as Special Education Paraprofessional (.50 FTE) for the 2009-2010 school year contingent upon appropriate Department of Public Instruction licensure.
 3. The appointment of Carol Bibelhausen as Special Education Paraprofessional (.50 FTE) for the 2009-2010 school year contingent upon appropriate Department of Public Instruction licensure.
 4. The following extra-curricular/athletic contracts for the 2009-2010 school year:

SFEA Athletic Contracts

| | |
|---|----------|
| Phil Batkins, Boys 7 th Grade Basketball Coach C6 | 1,407.96 |
| Terry Benka, Freshman Girls Tennis Coach/EA C2 | 2,815.92 |
| Terry Benka, Boys Varsity Golf Coach C2/HC | 3,519.90 |
| Brandon Blahnik, Asst. Varsity Football Coach/EA C1 4+YRS | 3,519.90 |
| Jason Dropik, Boys 8 th Grade Basketball Coach C6 | 1,407.96 |
| Mike King, Boys Varsity Tennis Coach C2/HC | 3,519.90 |
| Emily Kingsley, Asst. Girls Varsity Basketball Coach/EA C1 4+YR | 1,671.96 |
| George Logic, Boys & Girls Cross Country Coach/HC C2 | 3,519.90 |
| George Logic, Boys & Girls Head Track Coach/HC C2 | 5,279.85 |

| | |
|---|--------------------|
| Carrie Miller, Girls Varsity Softball Coach/HC C2 | 3,519.90 |
| Dave Santi, JV Football Coach/EA C1 | 3,519.90 |
| Dave Santi, Boys Jr. Varsity Golf Coach/EA C2 | 2,815.92 |
| Daniel Schramka, Boys Asst. Tennis Coach/EA C2 | 2,815.92 |
| Melissa Zeman, Freshman Volleyball Coach/EA C2 | 2,815.92 |
| Melissa Zeman, Jr. High Volleyball Coach C6 | 1,407.96 |
| Total SFEA Athletic Contracts: | \$43,558.77 |

Non-SFEA Athletic Contracts

| | |
|--|--------------------|
| Jessica Aschenbrenner, Girls JV Softball Coach/EA C2 1YR | 2,252.74 |
| Mark Beaumont, Asst. Varsity Football Coach/EA C1 4+YRS | 3,343.91 |
| Mark Beaumont, Strength & Conditioning Coach | 3,500.00 |
| Steve Bieschke, 7 th Grade Girls Basketball Coach C6 3YRS | 1,196.77 |
| Phil Chavez, Asst. Varsity Football Coach/EA C1 4+YRS | 1,671.96 |
| Sharon, Galonski, Girls Varsity Volleyball Coach C2/HC 4+YRS | 3,343.91 |
| James Gawronski, Asst. Varsity Football Coach/EA C1 4+YRS | 1,671.96 |
| Greg Gutowski, Rec. Dept. Basketball Coach/Little Dribblers | 500.00 |
| John Kloppenburg, Boys Varsity Basketball Co-Coach CI/HC 4+ | 2,173.54 |
| Earl Kloss, JV Football Coach/EA C1 4+YRS | 3,343.91 |
| Kenneth Lang, Boys JV Tennis Coach/NA CII 4+YRS | 2,675.12 |
| Beth Obst, Spirit Squad Coach (Fall)/SS CV 3YRS | 1,267.16 |
| Beth Obst, Spirit Squad Coach (Winter)/SS CV 3YRS | 1,583.96 |
| Beth Obst, Jr. High Pep Squad Coach 4YR | 1,337.56 |
| Andrea O'Connell-Kainz, Boys/Girls Asst. Track Coach CII EA 4+ | 2,675.12 |
| Amy Oelke, Girls JV Volleyball Coach C2/EA 0YRS | 2,111.94 |
| Andrew Paczocha, Boys Freshman Basketball Coach CI/NA 1YR | 2,534.33 |
| Ashley Paczocha, Jr. High Volleyball Coach C6 1+YRS | 1,126.37 |
| Joe Paczocha, Boys Varsity Basketball Co-Coach/HC CI 4+YRS | 2,173.54 |
| Mike Pipp, Boys JV Basketball Coach/CI EA 4+YRS | 3,343.91 |
| Melissa Rourke, Boys/Girls Asst. Track Coach/EA CII 0YRS | 2,111.94 |
| Ann Santi, Girls Freshman Basketball Coach/EA C1 4+YRS | 3,009.52 |
| Scott Santi, Asst. Freshman Football Coach/EA C1 4+YRS | 3,343.91 |
| Doug Sarver, Head Varsity Football Coach/HC C1 4+YRS | 4,347.08 |
| Mike Sherman, Head Girls Tennis Coach/HC C2 4+YRS | 3,343.91 |
| Rachel Swick, JV Girls Tennis Coach/EA C2 4+YRS | 2,675.12 |
| Mike Szydowski, Girls Jr. High Basketball Coach/JH C6 4+YRS | 1,337.56 |
| Mike Szydowski, Girls Varsity Basketball Coach/HC C1 4+YRS | 4,347.08 |
| Wade Van Westin, Girls JV Basketball Coach/EA C1 4+YRS | 2,006.35 |
| Total Non-SFEA Athletic Contracts: | \$70,350.18 |

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION:

The High School Japanese class field trip to Japan in June 2010 was presented. Upon motion by Mr. Boknevit, seconded by Ms. Rutter, the High School Japanese class field trip to Japan in June 2010 was unanimously approved contingent upon compliancy with Board Policies D-17 and D17A.

A referendum project update / timeline was presented to the Board by Mr. Eric Ellison from C.G. Schmidt, Inc.

Business Manager Kelly reported on the following:

- 1) Business Manager Kelly presented the 2009-2010 preliminary budget for review. The Board will schedule a work session meeting on Tuesday, August 18, 2009 at 5:00 p.m. to further review different budget scenario proposals.
- 2) Business Manager Kelly presented the architect's contract for review and approval. Upon motion by Ms. Rutter, seconded by Ms. Hemmer, the proposed architect's contract, Document B101-2007, as reviewed by the District's legal counsel was unanimously approved.
- 3) Business Manager Kelly presented the construction contract for review and approval. Upon motion by Ms. Rutter, seconded by Ms. Hemmer, the proposed construction contract, Documents AIA A201-2007 and AIA A121CMc-2003, as well as, AGC Document 565, as reviewed by the District's legal counsel was unanimously approved.
- 4) Business Manager Kelly presented quotes from three different companies on the replacement of the High School football field lights. After discussion and upon motion by Ms. Rutter, seconded by Ms. Mayer, the Board unanimously approved the purchase replacement of the High School football field lights in an amount not to exceed \$112,000.00, with the option of utilizing Fund 80 and Fund 10 dollars. The Board also requested the Athletic Department to seek out other uses for the football field facilities.

There was no report from Board Members.

There was no report from Superintendent Topinka.

Board President Hemmer reported on the following:

1) Upcoming events in August:

- a. August 18, 2009 – School Board Work Session – 5:00 p.m., St. Francis High School Library
- b. August 24, 2009 – Regular School Board Meeting – 6:30 p.m., St. Francis High School Library

Upon motion by Ms. Rutter, seconded by Ms. Hemmer, the President declared the regular meeting adjourned at 8:30 p.m.

Approved by:

/original signed/

Kathleen A. Rutter
School Board Clerk

/original signed/

Jacqueline N. Hemmer
School Board President

ST. FRANCIS SCHOOL DISTRICT
4225 SOUTH LAKE DRIVE
ST. FRANCIS, WI 53235
SPECIAL MEETING
HELD IN THE DISTRICT OFFICE – ROOM 201
July 24, 2009

APPROVED MINUTES

President Jacqueline Hemmer called the special meeting to order at 8:00 a.m.

PRESENT: Board Members Hemmer, Boknevit, Rutter, Mayer, Superintendent Topinka and Business Manager Kelly

EXCUSED: Board Vice President Iwanski

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

Superintendent Topinka 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 24, 2009. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

COMMUNICATIONS TO THE BOARD: 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. Rutter, seconded by Ms. Hemmer, the following Consent Agenda Action Items were unanimously approved:

- Accounts payable bills totaling \$289,890.12; 2008 bond invoices totaling \$120,066.33; and payroll/payroll-related bills totaling \$664,149.74.
- Personnel Items:
 1. The appointment of Mr. Richard Blair as Elementary Intervention Specialist for the 2009-2010 school year.
 2. The appointment of Mr. Matthew Glavin as part-time Network Technician for the 2009-2010 school year.

Upon motion by Mr. Boknevit, seconded by Ms. Mayer, the Board unanimously approved the new co-operative agreement with Saint Thomas More High School in Boys' Swim for the 2010-2011 and 2011-2012 school years.

Upon motion by Ms. Rutter, seconded by Ms. Hemmer, the Board unanimously approved the City of St. Francis' request to utilize District grounds for the National Night Out celebration scheduled on August 5, 2009 (rain date of August 12, 2009).

Upon motion by Mr. Boknevit, seconded by Ms. Hemmer, the President declared the special meeting adjourned at 8:23 a.m.

Approved by:

/original signed/

Kathleen A. Rutter
School Board Clerk

/original signed/

Jacqueline N. Hemmer
School Board President

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

REGULAR MEETING
HELD IN THE ST. FRANCIS HIGH SCHOOL LIBRARY
July 13, 2009

APPROVED MINUTES

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

PRESENT: Board Members Hemmer, Iwanski, Boknevitiz, Rutter*, Mayer, Superintendent Topinka and Business Manager Kelly

EXCUSED: Board Treasurer Boknevitiz

VISITORS: Ms. Mary Ellen Flanagan – High School Teacher; No additional public visitors (sign-in sheets retained in official minute book)

*Arrived at 6:45 p.m.

Superintendent Topinka 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. Mayer to approve the agenda for July 13, 2009. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

COMMUNICATIONS TO THE BOARD:

1) Note of appreciation from Diana Duffey for the retirement wishes expressed by the District.

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. Iwanski, seconded by Ms. Mayer, the following Consent Agenda Action Items were unanimously approved:

- Minutes of June 15, 2009
- Minutes of June 29, 2009
- Personnel Items:
 1. The appointment of Elizabeth Cuda Stowe as Elementary Intervention Specialist for the 2009-2010 school year.

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION:

Ms. Mary Ellen Flanagan, High School Teacher gave a brief presentation on the Education for Employment Program. The program requires submission of a plan every five (5) years. St. Francis belongs to a consortium of school districts and Ms. Flanagan presented the consortium plan for approval. Discussion ensued. Upon motion by Ms. Hemmer, seconded by Mr. Iwanski, the Education for Employment Plan was unanimously approved.

Superintendent Topinka presented High School course overloads for review and approval. Upon motion by Ms. Hemmer, seconded by Ms. Rutter, the 2009-2010 High School course overloads were unanimously approved.

The Board reviewed the District's current registration fee schedule and took no further action.

A referendum project update was presented. Construction bids came in lower than expected. The District will review other potential projects from the referendum list that may be completed.

There was no report from Business Manager Kelly.

Board Members' reported on the following:

- 1) Board Clerk Rutter inquired on the issue with the lights on the High School football field. Business Manager Kelly will present replacement cost information to the Board at the next regular Board meeting.
- 2) Board Vice President Iwanski commented that additional portable restroom facilities may not be provided this year at the St. Francis Night Out event.

There was no report from Superintendent Topinka.

Board President Hemmer reported on the following:

1) Upcoming events in August:

- a. August 3, 2009 – Regular School Board Meeting – 6:30 p.m., St. Francis High School Library
- b. August 5, 2009 – St. Francis Night Out – Vretenar Municipal Park
- c. August 17, 2009 – Regular School Board Meeting – 6:30 p.m., St. Francis High School Library

Upon motion by Ms. Hemmer, seconded by Ms. Mayer, the President declared the regular meeting adjourned at 7:29 p.m.

Approved by:

/original signed/

Kathleen A. Rutter
School Board Clerk

/original signed/

Jacqueline N. Hemmer
School Board President

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

SPECIAL MEETING
HELD IN THE ST. FRANCIS HIGH SCHOOL LIBRARY
June 29, 2009

APPROVED MINUTES

President Jacqueline Hemmer called the special meeting to order at 5:05 p.m.

Upon motion by Ms. Rutter, seconded by Ms. Mayer, the Board adjourned into closed session in the St. Francis High School library pursuant 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, contract(s) for non-represented employee(s).

PRESENT: Board Members Hemmer, Rutter, Mayer and Superintendent Topinka

EXCUSED: Board Members Iwanski and Boknevitcz

VISITORS: Business Manager Kelly

The President called closed session to order at 5:05 p.m. The Board reconvened into open session at 5:30 p.m., taking no action.

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

PRESENT: Board Members Hemmer, Rutter, Mayer, Superintendent Topinka and Business Manager Kelly

EXCUSED: Board Members Iwanski and Boknevitcz

VISITORS: Ms. Michelle Mancl – Director of Curriculum/Instruction; no public visitors
(sign-in sheets retained in official minute book)

Superintendent Topinka 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. Mayer to approve the agenda for June 29, 2009. Motion was unanimously approved.

CONSENT AGENDA ACTION ITEMS:

President Hemmer inquired if there was any item(s) that should be removed from the consent agenda. There was one addition to the Consent Agenda under Personnel – Administrator Contract Addendums.

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

- Accounts payable bills totaling \$151,436.64 and payroll/payroll-related bills totaling \$494,975.01.
- Personnel Items:
 1. The contract renewal for Mark DiStefano as Principal for the St. Francis School District and the issuance of such contract covering the period of July 1, 2009 through June 30, 2011.
 2. The contract renewal for Julie Kelly as Business Manager for the St. Francis School District and the issuance of such contract covering the period of July 1, 2009 through June 30, 2011.
 3. The administrator contract addendums presented in closed session.

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION:

Business Manager Kelly reported on the following:

- 1) Business Manager Kelly presented additional 2008-2009 budget adjustments for review and approval. Upon motion by Ms. Rutter, seconded by Ms. Mayer, the additional 2008-2009 budget adjustments were unanimously approved as presented.

Ms. Michelle Mancl, Director of Curriculum/Instruction presented the 2009-2012 Information and Technology Plan for review and approval. After discussion and upon motion by Ms. Hemmer, seconded by Ms. Rutter, the 2009-2012 Information and Technology Plan was unanimously approved as presented.

Upon motion by Ms. Rutter, seconded by Ms. Hemmer, the President declared the special meeting adjourned at 6:04 p.m.

Approved by:

/original signed/

Kathleen A. Rutter
School Board Clerk

/original signed/

Jacqueline N. Hemmer
School Board President

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

REGULAR MEETING
HELD IN THE ST. FRANCIS HIGH SCHOOL LIBRARY
June 15, 2009

APPROVED MINUTES

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

Upon motion by Ms. Rutter, seconded by Mr. Iwanski, the Board adjourned into closed session in the St. Francis High School library pursuant to Wisconsin State Statutes 19.85 (1)(c)(f) for considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, and the consideration of financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons, specifically, St. Francis Education Association grievance and contract(s) for non-represented employee(s).

PRESENT: Board Members Hemmer, Iwanski, Boknevitiz, Rutter, Mayer and Superintendent Topinka

EXCUSED: None

VISITORS: Business Manager Kelly

The President called closed session to order at 5:00 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 new part-time position of Network Technician effective July 1, 2009 was unanimously approved.

Upon motion by Ms. Rutter, seconded by Ms. Mayer, the Safety Coordinator stipend contract beginning July 1, 2009 was unanimously approved.

Upon motion by Ms. Rutter, seconded by Ms. Mayer, the salary schedule for non-represented employees as presented by Superintendent Topinka was unanimously approved.

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

PRESENT: Board Members Hemmer, Iwanski, Boknevitiz, Rutter, Mayer, Superintendent Topinka and Business Manager Kelly

VISITORS: Mr. Paul Oestreich – High School Music Teacher; one (1) additional public visitor (sign-in sheets retained in official minute book)

Superintendent Topinka 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. Boknevitiz, seconded by Ms. Mayer to approve the agenda for June 15, 2009. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

COMMUNICATIONS TO THE BOARD:

- 1) Note of appreciation from Debbie Legwinski for sympathies expressed by District.
- 2) Note of appreciation from Ellen Gyland for the retirement wishes expressed by the District.
- 3) Notes of appreciation from Elementary Teachers, Jane Perkins and Kathy Reeves for the wonderful end-of-year celebration sponsored by the District.

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 Ms. Hemmer, the following Consent Agenda Action Items were unanimously approved:

- Minutes of June 1, 2009

- Accounts payable bills totaling \$269,834.67; 2008 bond invoices totaling \$114,743.71; and payroll/payroll-related bills totaling \$512,662.81.
- Personnel Items:
 1. The following appointments as Summer Custodial Assistants:
 - Brett Benka
 - David Felle
 - Keyon Lawson
 - Benjamin Opala
 - Addam Paprocki
 - Mike Paquette
 - Kevin Ratz

Upon motion by Ms. Rutter, seconded by Mr. Iwanski, the Board unanimously adopted and approved the following Southeastern Wisconsin School Alliance Resolution and 66.03 Agreement:

BE IT RESOLVED, that the School District of South Milwaukee retain Quarles and Brady, LLP, for the period of July 1, 2009 through June 30, 2010 as Legislative Counsel on a cooperative basis with the other school districts that are members of the Southeastern Wisconsin School Alliance, regarding matters of mutual interest as determined by the Alliance, including but not limited to, constitutional limitations on and legislative decisions relating to funding for education, research, public awareness and information sharing.

BE IT FURTHER RESOLVED, that the District share the fees for these services, plus reasonable and necessary expenses, with the other school districts that are members of the Southeastern Wisconsin School Alliance on the basis of \$3,000 annual fee for school districts participating in Southeastern Wisconsin School Alliance.

Upon motion by Mr. Boknevit, seconded by Ms. Rutter, the Board unanimously approved the St. Francis Fourth of July Commission's request to utilize District grounds for the discharge of the Fourth of July fireworks display.

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION:

Mr. Paul Oestreich, High School Music Teacher gave a brief presentation on the High School music students' recent field trip to Discovery World. Mr. Oestreich also presented compact discs to the Board containing the musical performances from the High School Choir and Drumline.

Willow Glen Building Administrator, Ms. Michelle Mancl presented the second reading of revised School Board Policy E2 – K-12 Program Evaluation for review and approval. Upon motion by Ms. Hemmer, seconded by Ms. Rutter, revised School Board Policy E2 – K-12 Program Evaluation was unanimously approved as presented.

A referendum project update was presented. Work has begun at Deer Creek Intermediate School. The new phone system will be installed this summer. Construction bids are scheduled to be opened next week.

Business Manager Kelly reported on the following:

- 1) Business Manager Kelly presented 2008-2009 budget adjustments for review and approval. Upon motion by Mr. Boknevit, seconded by Ms. Rutter, the 2008-2009 budget adjustments were unanimously approved as presented.
- 2) Business Manager Kelly presented a listing of all Student Activity Accounts for review and approval. This is a requirement as part of the annual audit process. Brief discussion ensued. Upon motion by Mr. Boknevit, seconded by Mr. Iwanski, the listing of Student Activity Accounts was approved as presented.
- 3) Business Manager Kelly presented the renewal of the 2009-2010 liability insurance for approval. The District currently contracts out the liability and worker's compensation insurance with Community Insurance Corporation. The liability insurance covers general liabilities, auto and legal. Upon motion by Ms. Hemmer, seconded by Mr. Boknevit, the 2009-2010 renewal of the liability and worker's compensation insurance program with Community Insurance Corporation was unanimously approved.
- 4) Business Manager Kelly presented the UMR contract renewal for review and approval. UMR is the District's current health insurance third party administrator. Upon motion by Mr. Boknevit, seconded by Ms. Rutter, the renewed contract with UMR was unanimously approved.

Board Members' reported on the following:

- 1) The St. Francis Association of Commerce Annual Golf Outing was well attended.
- 2) The Board expressed appreciation on the wonderful Field Day at Deer Creek Intermediate School
- 3) The Board inquired on water issues in the tunnel at Deer Creek.

Superintendent Topinka reported on the following:

- 1) Superintendent Topinka commented on the wonderful High School graduation ceremony.
- 2) The Board will have a special meeting on June 29, 2009 at 5:00 p.m. in the St. Francis High School library. At this meeting, Ms. Michelle Mancl – Director of Curriculum/Instruction will present the 2009-2012 Information and Technology Plan for review and approval.

There was no report from Board President Hemmer.

Upon motion by Ms. Rutter, seconded by Ms. Hemmer, the President declared the regular meeting adjourned at 7:40 p.m.

Approved by:

/original signed/

Kathleen A. Rutter
School Board Clerk

/original signed/

Jacqueline N. Hemmer
School Board President

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

REGULAR MEETING
HELD IN THE ST. FRANCIS HIGH SCHOOL LIBRARY
June 1, 2009

APPROVED MINUTES

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

Upon motion by Ms. Rutter, seconded by Mr. Boknevit, the Board adjourned into closed session in the St. Francis High School library pursuant to Wisconsin State Statutes 19.85 (1)(c)(f) for considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, and the consideration of financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons, specifically, St. Francis Education Association grievance and contact(s) for non-represented employee(s).

PRESENT: Board Members Hemmer, Iwanski, Boknevit, Rutter, Mayer and Superintendent Topinka

EXCUSED: None

VISITORS: Attorney Rob Buikema – Davis & Kuelthau, S.C.; Business Manager Kelly

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

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

PRESENT: Board Members Hemmer, Iwanski, Boknevit, Rutter, Mayer, Superintendent Topinka and Business Manager Kelly

VISITORS: Mr. Pat Seitz / Mr. Rich Luce – Eppstein Uhen Architects, Inc.; Mr. Eric Ellison / Mr. John Foster – C.G. Schmidt, Inc.; Building Administrators – Mr. Mark DiStefano, Ms. Michelle Mancl and Ms. Mary Garcia-Velez; Ms. Nicole Hoffman – St. Francis High School Teacher; No additional public visitors (sign-in sheets retained in official minute book)

Superintendent Topinka 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 June 1, 2009. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

COMMUNICATIONS TO THE BOARD: 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. Mayer, the following Consent Agenda Action Items were unanimously approved:

- Minutes of May 18, 2009
- Minutes of May 26, 2009
- Accounts payable bills totaling \$201,629.69 and payroll/payroll-related bills totaling \$415,091.29.
- Personnel Items:
 1. The 2009 FMLA request for Candy Dowd, Intermediate School Teacher.

Upon motion by Ms. Rutter, seconded by Ms. Hemmer, the Board unanimously approved the 2009 Summer School contracts as presented.

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION:

Willow Glen Building Administrator, Ms. Michelle Mancl presented the following new/revised School Board Policies for review and approval:

- Revised Policy E-2 – K-12 Program Evaluation. Discussion ensued. The Board requested Ms. Mancl to make recommended revisions to Policy E-2 and bring back to a future School Board meeting for review/approval.
- Revised Policy E-3 – Instructional / Media Materials. After discussion and upon motion by Ms. Rutter, seconded by Mr. Boknevit, revised Policy E-3 – Instructional / Media Materials was unanimously approved as presented.
- New Policy E-10 – Homework. After discussion and upon motion by Ms. Rutter, seconded by Mr. Boknevit, new Policy E-10 – Homework was unanimously approved as presented.

A referendum project update was presented to the Board. Representatives from Eppstein Uhen Architects, Inc. and C.G. Schmidt, Inc. presented a final construction document to the Board. Upon motion by Ms. Hemmer, seconded by Mr. Boknevit, the Board unanimously approved a motion to approve the bidding and construction phase of the referendum project.

Business Manager Kelly reported on the following:

- 1) Business Manager Kelly presented information on the District’s property insurance renewal. The District currently contracts with the Local Government Property Insurance Fund. The District did not bid the property insurance out this year as the rates are estimated to decrease by 5%. After discussion and upon motion by Ms. Rutter, seconded by Mr. Boknevit, the motion to renew the District’s contract with Local Government Property Insurance Fund for 2009-2010 was unanimously approved.
- 2) Business Manager Kelly presented information on the Deer Creek roofing project. The District’s 10-year maintenance plan incorporates one roofing project per year and this year, the scheduled project is the replacement of the roof on the recreation building at Deer Creek Intermediate School. The estimated cost of the project is approximately \$90,000.00. After discussion and upon motion by Ms. Rutter, seconded by Mr. Boknevit, the motion to utilize funds from the Fund 80 balance to pay for the new roof on the Recreation Building at Deer Creek Intermediate School was unanimously approved.

There was no Board Members’ report.

Superintendent Topinka reported on the following:

- 1) Superintendent Topinka presented an update on registration for 2009 Summer School. Students are able to register in person or by mail. As of May 31, 2009, the District has 161 students registered, 382 slots filled. For the 1st session of Summer School, 20 of 23 class offerings have adequate enrollment; and the 2nd session has 17 of 21 class offerings with adequate enrollment.

Board President Hemmer reported on the following:

- 1) The St. Francis Association of Commerce awarded seven (7) student scholarships to St. Francis High School students at the May 19, 2009 Scholarship Dinner.
- 2) The St. Francis High School Senior Awards Night presented approximately \$527,000.00 in student scholarships.
- 3) President Hemmer reminded fellow Board Members of the following upcoming important dates:
 - o June 4th – District Staff End of Year Celebration – St. Francis Brewery / Restaurant - 3:30 to 5:30 p.m.
 - o June 10th – Willow Glen Family Picnic – 11:00 a.m.
 - o June 10th – Deer Creek 8th Grade Promotion Program – 1:00 p.m.
 - o June 11th – High School Graduation – 7:00 p.m.

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

Approved by:

/original signed/

Kathleen A. Rutter
School Board Clerk

/original signed/

Jacqueline N. Hemmer
School Board President

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

SPECIAL MEETING
HELD IN THE ST. FRANCIS HIGH SCHOOL LIBRARY
May 26, 2009

APPROVED MINUTES

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

Upon motion by Mr. Iwanski, seconded by Ms. Mayer, the Board adjourned into closed session in the St. Francis High School library pursuant to Wisconsin State Statutes 19.85 (1)(e) for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, specifically, food service contract.

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

EXCUSED: Board Members Boknevitcz and Rutter; Superintendent Topinka

VISITORS: None

The President called closed session to order at 5:35 p.m. The Board reconvened into open session at 5:53 p.m., taking no action.

President Hemmer called the regular meeting to order at 5:54 p.m.

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

EXCUSED: Board Members Boknevitcz and Rutter; Superintendent Topinka

VISITORS: Mr. Mark DiStefano – SFHS Principal; no public visitors (sign-in sheets retained in official minute book)

Business Manager Kelly reported that proper notification of this meeting has been posted in accordance with the open meeting laws of the State of Wisconsin.

A motion was made by Mr. Iwanski, seconded by Ms. Mayer to approve the agenda for May 26, 2009. Motion was unanimously approved.

ITEMS FOR DISCUSSION / ACTION:

Business Manager Kelly explained the rationale that she and Business Manager Papala of the Cudahy School District used to recommend Chartwells Dining as the District's food service provider. Discussion ensued. Upon motion by Ms. Hemmer, seconded by Mr. Iwanski, the Board unanimously approved the 2009-2010 food service contract with Chartwells Dining.

St. Francis High School Principal, Mr. Mark DiStefano and Business Manager Kelly discussed their rationale for recommending the High School lockers be replaced, i.e., school safety, student confidentiality and funds available. The lockers will be replaced before the start of the next school year. Upon motion by Ms. Hemmer, seconded by Mr. Iwanski, the Board unanimously approved the St. Francis High School locker replacement to be funded out of the District's general fund at a cost of approximately \$85,000.00 to \$95,000.00.

Upon motion by Ms. Hemmer, seconded by Mr. Iwanski, the President declared the special meeting adjourned at 6:10 p.m.

Approved by:

/original signed/

Diane F. Mayer
Acting School Board Clerk

/original signed/

Jacqueline N. Hemmer
School Board President

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

REGULAR MEETING
HELD IN THE ST. FRANCIS HIGH SCHOOL LIBRARY
May 18, 2009

APPROVED MINUTES

President Jacqueline Hemmer called the work session to order at 5:04 p.m.

PRESENT: Board Members Hemmer, Iwanski, Boknevit, Rutter, Superintendent Topinka and Business Manager Kelly

EXCUSED: Board Member Mayer

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

WORK SESSION TOPICS:

A draft copy of the St. Francis School District Communication Plan was distributed for review and discussion. The following proposed District communication goals were reviewed:

- Educate the community and area residents about the District and its needs, challenges and opportunities.
- Inform staff about the work of the School Board.
- Inform community members about school activities.
- Engage the entire district community in a conversation about what the district is doing well, what it needs to do to improve, and what should be expected of the district in the future.
- Engage community in a discussion about what future St. Francis School District graduates must know and be able to do in an increasingly complex and competitive global economy and society.
- Engage community about ongoing efforts of the school district to make the most of taxpayers' investment in the schools.
- Meaningful connect with community members who do not have strong connection with School District.

Communication methods were discussed at length. The District will utilize various internal and external communication tools to share information with staff and community.

The School Board work session adjourned at 6:25 p.m.; after a brief recess, School Board President, Jacqueline N. Hemmer called the regular meeting to order at 6:30 p.m.

PRESENT: Board Members Hemmer, Iwanski, Boknevit, Rutter, Superintendent Topinka and Business Manager Kelly

EXCUSED: Board Member Mayer

VISITORS: Mr. Steve Erickson – District Technology Coordinator; no public visitors (sign-in sheets retained in official minute book)

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

A motion was made by Ms. Rutter, seconded by Mr. Iwanski to approve the agenda for May 18, 2009. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

COMMUNICATIONS TO THE BOARD:

- A note of appreciation from Mr. Larry Lesniewski for sympathies expressed by the District.
- A note of appreciation from Peter and Judy Caruso for sympathies expressed by the District.
- A note of appreciation from the Willow Glen staff for the wonderful breakfast of bagels and orange juice in acknowledgement of Teacher/Staff appreciation week.
- A note of appreciation from the Deer Creek 7th grade students and staff for supporting Outdoor Education.

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. Rutter, the following Consent Agenda Action Items were unanimously approved:

- Minutes of May 4, 2009
- Accounts payable bills totaling \$170,467.20; bond invoices totaling \$296,912.57; and payroll/payroll-related bills totaling \$495,293.30
- Personnel Items:
 1. The 2009-2010 child-rearing leave for Carla Herried, School Counselor.
 2. The appointment of Mary Kay Kasten-Dickinson as District Library Media Specialist for the 2009-2010 school year.
 3. The appointment of Mark Edwards as Elementary Teacher for the 2009-2010 school year.
 4. The appointment of Jamie Dropik as Elementary Teacher for the 2009-2010 school year.
 5. The appointment of Kim Nash as Elementary Teacher for the 2009-2010 school year.

Upon motion by Mr. Boknevit, seconded by Ms. Rutter, the Board unanimously approved the District donation of \$1,000.00 from the Milwaukee School of Engineering in support of the Deer Creek Robotics Program.

Upon motion by Mr. Boknevit, seconded by Ms. Rutter, the Board unanimously approved the District donation of \$1,000.00 from Carol Topinka to be utilized as travel grants for students participating in the field trip to Costa Rica.

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION:

The School Cadet field trip to Gurnee, Illinois in June 2009 was presented for approval. The City of St. Francis Common Council has generously donated funds to cover half of the costs associated with the field trip. Upon motion by Ms. Rutter, seconded by Ms. Hemmer, the School Cadet field trip to Gurnee, Illinois in June 2009 was unanimously approved contingent upon compliancy with Board Policies D-17 and D17A. A letter of appreciation will be sent to the St. Francis Common Council by Superintendent Topinka.

A referendum project update was presented to the Board. Representatives from Eppstein Uhen Architects, Inc. will present a final construction document to the Board at the June 1, 2009 meeting. At that time, the Board will consider a motion to approve the bidding and construction phase of the referendum project. Prior to the June 1, 2009 meeting, Business Manager Kelly will prepare a document for the Board that will provide additional information to assist in answering any questions prior to the June 1st meeting.

Business Manager Kelly reported on the following:

- 1) Mr. Richard Marchel from Actuarial & Health Care Solutions, LLC discussed the Actuarial Valuation Reports for the District's OPEB and Pension Liabilities. Discussion ensued.
- 2) The food service contract approval was tabled until the May 26, 2009 special School Board meeting.
- 3) Mr. Steve Erickson, District Technology Coordinator presented information on "Thin Client and Server Virtualization." Thin Clients are a desktop or laptop computers with no hard drive. Each device is run over the District servers, which are centrally managed. Thin Client would assist the District in maintaining control over the security of all computers, as well as, provide assistance in handling technical issues remotely. Business Manager Kelly and Mr. Erickson will research further by obtaining pricing, cost savings and the possibility of an implementation / pilot program.
- 4) Business Manager Kelly presented an update on Governor Doyle's budget report. The Governor may look at cutting 5% of aid to school districts. If this scenario occurs, the District may face budget cuts in late summer.

Board Members' reported on the following:

- 1) Board Treasurer Boknevit inquired on the New Student Barbeque held on May 13, 2009.
- 2) South Shore Citizens for a Prosperous Future has scheduled a forum for local State Representatives on May 26, 2009 at the Cudahy Public Library.
- 3) The Board expressed their appreciation for the excellent program presented at Deer Creek and Willow Glen's Fine Arts Night.

Superintendent Topinka reported on the following:

- 1) Superintendent Topinka announced the Japanese class field trip to Japan has been cancelled due to the Swine Flu crisis. Refund arrangements are being made to students.
- 2) Due to the District's partnership with Discovery World, the District has been provided one-week session student scholarships to attend Discovery World.

There was no report from Board President Hemmer.

Upon motion by Ms. Rutter, seconded by Mr. Boknevit, the President declared the regular meeting adjourned at 8:10 p.m.

Approved by:

/original signed/

Kathleen A. Rutter
School Board Clerk

/original signed/

Jacqueline N. Hemmer
School Board President

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

REGULAR MEETING
HELD IN THE ST. FRANCIS HIGH SCHOOL LIBRARY
May 4, 2009

APPROVED MINUTES

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

PRESENT: Board Members Hemmer, Iwanski, Boknevit, Rutter, Mayer, Superintendent Topinka and Business Manager Kelly

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

Superintendent Topinka 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 May 4, 2009. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

COMMUNICATIONS TO THE BOARD:

A note of appreciation from High School Secretary, Ms. Dianne Gruchalski regarding get well wishes she received from the District.

COMMENTS FROM VISITORS: None

ELECTION OF OFFICERS:

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

Upon motion by Mr. Boknevit, seconded by Ms. Rutter, Russell Iwanski was elected School Board Vice President.

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

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

President Hemmer thanked the Board for their continued commitment to the students.

Upon motion by Ms. Hemmer, seconded by Mr. Boknevit, the appointment of Kathleen A. Rutter as representative of the St. Francis School District to the Cooperative Educational Services Agency #1 2009 Annual Convention was unanimously approved. The Board appreciates Ms. Rutter's commitment and time to represent the St. Francis School District as our CESA representative.

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 Mr. Iwanski, the following Consent Agenda Action Items were unanimously approved:

- Minutes of April 20, 2009
- Minutes of April 27, 2009
- Accounts payable bills totaling \$269,422.99; bond invoices totaling \$251,361.07; and payroll/payroll-related bills totaling \$399,849.17
- Personnel Items: None

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION:

The 8th grade class field trip to Costa Rica in June 2010 was presented for approval. Upon motion by Ms. Rutter, seconded by Ms. Hemmer, the 8th grade class field trip to Costa Rica in June 2010 was unanimously approved contingent upon compliancy with Board Policies D-17 and D17A.

The 2009-2010 CESA #1 Service Contract and Summary Worksheets were presented for approval. Upon motion by Ms. Hemmer, seconded by Ms. Rutter, the 2009-2010 CESA #1 Service Contract and Summary Worksheets were unanimously approved.

A referendum project update was presented to the Board. The project design development is approximately 75% completed. Discussion ensued. Further architectural updates will be presented to the Board in June. Business Manager Kelly reported on the following:

- 1) Business Manager Kelly presented information on the District's long-term disability insurance renewal. Natural Insurance Services, the current District's long-term disability carrier proposes the current 2008-2009 rate for the next two (2) years (2009-2010 and 2010-2011). Business Manager Kelly recommends renewing with National Insurance Services. Upon motion by Ms. Rutter, seconded by Mr. Boknevit, the Board unanimously approved the renewal of the long-term disability contract with National Insurance Services for the 2009-2010 and 2010-2011 school years.
- 2) Business Manager Kelly presented the BestFlex contract resolution for approval. The District currently contracts with Employee Benefits Corporation to manage the District's BestFlex Plan for Employees. Upon motion by Mr. Boknevit, seconded by Ms. Mayer, the undersigned St. Francis School District being the sponsor of the St. Francis School District Flexible Spending Account Cafeteria Plan (the "Plan") hereby adopts the following resolutions on May 4, 2009:

Whereas, the Employer originally established the Plan effective January 1, 2002; and
Whereas, the Employer now wished to have the Plan administered in accordance with a restated Plan document.

Now, Therefore, Be It:

Resolved, that the Employer adopts the restated Plan document; and
Further Resolved, that the officers of the Employer are hereby authorized and directed to take all appropriate actions to carry out the above resolution.

- 3) Business Manager Kelly presented health and dental insurance renewal rate information for approval. For the 2009-2010 school year, the recommendation was made to maintain the current insurance rates, with no increase. Upon motion by Ms. Hemmer, seconded by Ms. Rutter, the Board unanimously approved the proposed health and dental insurance renewal rates for the 2009-2010 school year.
- 4) Business Manager Kelly presented an update on the Food Service contract approval. The State of Wisconsin required that all school districts bid out their food service program for the 2009-2010 school year. The District sent bid requests to four (4) companies: Chartwells; Taher; Aramark; and A'viands. Mr. Jim Papala, Business Manager of the Cudahy School District and Business Manager Kelly will meet with representatives from each of the four companies on May 8, 2009 to discuss questions on the Food Service Request for Proposal and offer tours of some of the facilities. Bid proposals are due May 15, 2009. At that time, Superintendent Topinka and Business Manager Kelly will meet with the Cudahy School District to open and review bids. A recommendation will be presented at the May 18, 2009 School Board meeting.
- 5) Business Manager Kelly presented an update on Federal pool compliance upgrades at Deer Creek Intermediate School. In compliance with the Virginia Graeme Baker Pool and Spa Safety Act, all public pools and spas must have ASME/ANSI A112.19.8-2007 compliant drain covers and a second anti-entrapment system installed, when there is only a single main drain. All school districts are required to comply by 2009. The District received quotes from three (3) companies and the Pool Doctors came in with the lowest bid. The cost to bring the pool into compliance was \$5,250.00. Because the pool had to be drained, some drains and tiles were replaced and other maintenance work was completed at a cost of \$9,150.00. The funds will come out of Fund 80, the District's community service fund.

Board Members' reported on the following:

- 1) The next Willow Glen/Deer Creek PTO meeting is May 13, 2009 at 6:30 p.m. at Deer Creek Intermediate School.
- 2) The Music Booster Club is sponsoring a craft fair on Saturday, May 9, 2009.

Superintendent Topinka reported on the following:

- 1) Superintendent Topinka presented proposed Board meeting dates for the 2009-2010 school year.
- 2) Superintendent Topinka reported the St. Francis School District has no confirmed cases of the Swine Flu. Superintendent Topinka has been in contact with the City of St. Francis Public Health Nurse, Ms. Kathy Scott.

Board President Hemmer reported on upcoming important dates in May:

- o May 11th – School Board Work Session – 5:00 p.m. – St. Francis High School library
- o May 13th New Student Open Enrollment Barbeque – 5:00 to 7:00 p.m. – St. Francis High School cafeteria
- o May 18th – Regular School Board meeting – 6:30 p.m. – St. Francis High School library
- o May 19th - St. Francis Association of Commerce Scholarship Dinner at the Polonez Restaurant
- o May 20th – National Honor Society Induction / Senior Awards Night – 7:00 p.m.

Upon motion by Ms. Hemmer, seconded by Mr. Boknevit, the President declared the regular meeting adjourned at 7:17 p.m.

Approved by:

/original signed/

Kathleen A. Rutter
School Board Clerk

/original signed/

Jacqueline N. Hemmer
School Board President

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

WORK SESSION MEETING
HELD IN THE ST. FRANCIS HIGH SCHOOL LIBRARY
April 27, 2009

APPROVED MINUTES

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

PRESENT: Board Members Hemmer, Iwanski, Boknevit, Rutter, Mayer*, Superintendent Topinka and Business Manager Kelly

EXCUSED: None

VISITORS: Mr. Joe Donovan – Donovan Group, LLC; Mr. Mark DiStefano – St. Francis High School Principal; Mrs. Michelle Mancl – Willow Glen Primary School Principal; no public visitors (sign-in sheets retained in official minute book)

*Board Member Mayer arrived at 5:11 p.m.

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

A motion was made by Ms. Hemmer, seconded by Mr. Boknevit to approve the agenda for April 27, 2009. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

WORK SESSION:

Mr. Joe Donovan of Donovan Group, LLC reviewed feedback received from the recent St. Francis School District communications audit. Discussion ensued; suggestions were made to improved communications. The District will begin the process of coordinating a St. Francis School District Communication Plan. The first step in this process will be to set up goals on ways to improve communication within the local community (i.e., City of St. Francis, new community members, senior citizens and local businesses). Future work sessions will be planned.

Upon motion by Mr. Boknevit, seconded by Ms. Rutter, the President declared the work session adjourned at 6:25 p.m.

Approved by:

/original signed/

Kathleen A. Rutter
School Board Clerk

/original signed/

Jacqueline N. Hemmer
School Board President

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

REGULAR MEETING
HELD IN THE ST. FRANCIS HIGH SCHOOL LIBRARY
April 20, 2009

APPROVED MINUTES

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

Upon motion by Ms. Rutter, seconded by Mr. Boknevit, the Board adjourned into closed session in the St. Francis High School library pursuant 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 issues.

PRESENT: Board Members Hemmer, Iwanski, Boknevit, Rutter, Mayer and Superintendent Topinka

EXCUSED: None

VISITORS: Business Manager Kelly

The President called closed session to order at 5:45 p.m. The Board reconvened into open session at 6:25 p.m., taking no action.

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

PRESENT: Board Members Hemmer, Iwanski, Boknevit, Rutter, Mayer, Superintendent Topinka and Business Manager Kelly

VISITORS: Ms. Nicole Morawski – St. Francis High School Teacher; one (1) additional public visitor (sign-in sheets retained in official minute book)

Superintendent Topinka 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. Mayer to approve the agenda for April 20, 2009. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

COMMUNICATIONS TO THE BOARD: None

COMMENTS FROM VISITORS: None

School Board Vice President, Russell J. Iwanski, administered the Oath of Office to re-elected Board Members, Jacqueline N. Hemmer and Kathleen A. Rutter.

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 Mr. Iwanski, the following Consent Agenda Action Items were unanimously approved:

- Minutes of April 6, 2009
- Accounts payable bills totaling \$59,306.07; bond invoices totaling \$2,668.25; and payroll/payroll-related bills totaling \$525,307.12
- Personnel Items: None

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION:

A referendum project update was presented to the Board. There will be a core referendum project meeting on April 22, 2009 at Deer Creek Intermediate School. Further architectural updates will be presented to the Board at the May 4, 2009 regular meeting.

There was no report from Business Manager Kelly.

Board Members' reported on the following:

- 1) The Miss St. Francis Pageant was held on April 18, 2009 at St. Thomas More High School.
- 2) The Willow Glen/Deer Creek Science Night on April 7, 2009 was very well attended and was a huge success.

- 3) Inquiries were made on the current sound system utilized for High School graduation. Superintendent Topinka will research and report back to the Board.

There was no report from Superintendent Topinka.

Board President Hemmer reported on the following:

- 1) The next School Board work session is Monday, April 27, 2009 beginning at 5:00 p.m.
- 2) The election of School Board Officers is scheduled for the May 4, 2009 regular meeting.
- 3) The New Student Barbeque is Wednesday, May 13, 2009 from 5:00 p.m. to 7:00 p.m. in the St. Francis High School cafeteria.

Upon motion by Mr. Boknevitiz, seconded by Ms. Rutter, the President declared the regular meeting adjourned at 7:35 p.m.

Approved by:

/original signed/

Kathleen A. Rutter
School Board Clerk

/original signed/

Jacqueline N. Hemmer
School Board President

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

REGULAR MEETING
HELD IN THE ST. FRANCIS HIGH SCHOOL LIBRARY
April 6, 2009

APPROVED MINUTES

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

PRESENT: Board Members Hemmer, Iwanski, Boknevitcz, Rutter, Mayer, Superintendent Topinka and Business Manager Kelly

VISITORS: Mr. Rich Luce / Mr. Patrick Seitz / Mr. Bob Vajgrt – Eppstein Uhen Architects, Inc.; Mr. Eric Ellison – C.G. Schmidt, Inc.; Mr. Mark DiStefano - St. Francis High School Principal; Ms. Kathy Doty / Ms. Beth Lewis / Mr. Paul Oestreich – District Music Teachers; three (3) additional public visitors (sign-in sheets retained in official minute book)

Superintendent Topinka 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. Boknevitcz, seconded by Ms. Hemmer to approve the agenda for April 6, 2009. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

COMMUNICATIONS TO THE BOARD:

A note of appreciation from the family of Theresa Maudie for sympathies expressed and the District's memorial donation to the Froedtert Cancer Center.

COMMENTS FROM VISITORS:

Ms. Susan Lyles expressed her appreciation towards Board Members on their efforts to communicate and reach out to the community.

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

- Minutes of March 12, 2009
- Minutes of March 16, 2009
- Minutes of March 19, 2009
- Minutes of March 30, 2009
- Accounts payable bills totaling \$238,236.65; bond invoices totaling \$111,045.86; and payroll/payroll-related bills totaling \$401,301.57
- Personnel Items:
 1. The Board approves the 2009 family and medical leave request for Dianne Gruchalski, High School Principal's Secretary.

Upon motion by Ms. Hemmer, seconded by Ms. Rutter, the Board unanimously approved the approval / denial of resident and non-resident Open Enrollment applications for the 2009-2010 school year.

Upon motion by Mr. Boknevitcz, seconded by Ms. Hemmer, the Board unanimously approved the Wisconsin Interscholastic Athletic Association (WIAA) application for cooperative team sponsorship in Boys Swim pending contract language regarding salary and pool maintenance responsibility.

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION:

Ms. Susan Lyles introduced the newly organized St. Francis Music Boosters Association to the Board. A copy of the Music Booster Association's constitution was distributed to the Board for review.

Mr. Mark DiStefano, High School Principal presented further revisions to School Board Policy D-13 – Alcohol and Other Drug Abuse. Discussion ensued, additional revision recommendations were made. Upon motion by Ms. Rutter, seconded by Ms. Hemmer, the revised School Board Policy D-13 - Alcohol and Other Drug Abuse was unanimously approved. The revised policy will be distributed to students and parents.

Mr. Rich Luce, representative of Eppstein Uhen Architects, Inc. presented an overview on the referendum design development. The Board reviewed designs for the main entry to the High School and science lab addition, the Willow Glen cafeteria expansion, and the Deer Creek main entry.

There was no report from Business Manager Kelly.

Board Members' reported on the following:

- 1) Board Member Mayer will canvas the election ballots with Ms. Susan Lyles and Mr. Jeff Mayer at 11:00 a.m. on April 8, 2009 at St. Francis City Hall.
- 2) Willow Glen/Deer Creek Science Night is April 7, 2009 from 5:30 p.m. to 8:30 p.m. at Deer Creek Intermediate School.
- 3) The St. Francis Association of Commerce Annual Spaghetti Dinner held on Sunday, March 29, 2009 was well attended. Proceeds sponsor scholarships to eligible St. Francis High School students.

Superintendent Topinka reported on the following:

- 1) Superintendent Topinka discussed recent District communications with Cardinal Stritch University.

Board President Hemmer reported on the following:

- 1) President Hemmer reminded citizens to vote on Tuesday, April 7, 2009.
- 2) The MATC District Board Appointment Committee met on March 21, 2009 and reappointed Dr. Richard Monroe, Ms. Ann Wilson, and Mr. Bobbie Webber.
- 3) President Hemmer expressed her appreciation to everyone who participated in the recent District communication survey. The results of this survey will assist the District to effectively communicate school and District information.
- 4) Drug Task Force dogs were utilized in a routine procedural exercise recently at Deer Creek Intermediate School.

Upon motion by Ms. Hemmer, seconded by Ms. Mayer, the President declared the regular meeting adjourned at 7:38 p.m.

Approved by:

/original signed/

Kathleen A. Rutter
School Board Clerk

/original signed/

Jacqueline N. Hemmer
School Board President

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

SPECIAL MEETING
HELD IN THE ST. FRANCIS HIGH SCHOOL LIBRARY
March 30, 2009

APPROVED MINUTES

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

Upon motion by Ms. Rutter, seconded by Ms. Hemmer, the Board adjourned into closed session in the St. Francis High School library pursuant 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 evaluation data.

PRESENT: Board Members Hemmer, Iwanski, Boknevitiz, Rutter, Mayer and Superintendent Topinka

EXCUSED: None

VISITORS: Business Manager Kelly; Building Administrators DiStefano, Garcia-Velez and Mancl

Superintendent Topinka 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. Boknevitiz, seconded by Mr. Iwanski to approve the agenda for March 30, 2009. Motion was unanimously approved.

The President called closed session to order at 5:00 p.m. The Board reconvened into open session at 7:25 p.m., taking no action.

Upon motion by Ms. Rutter, seconded by Mr. Boknevitiz, the President declared the special meeting adjourned at 7:25 p.m.

Approved by:

/original signed/

Kathleen A. Rutter
School Board Clerk

/original signed/

Jacqueline N. Hemmer
School Board President

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

SPECIAL SCHOOL BOARD MEETING
HELD IN THE HIGH SCHOOL LIBRARY
March 19, 2009

APPROVED MINUTES

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

Upon motion by Mr. Boknevitz, seconded by Ms. Hemmer, the Board moved into closed session at 5:00 p.m., according to Wisconsin State Statutes 19.85 (1)(f) and Wisconsin State Statutes 119.25 and 120.13(1) related to pupil expulsions.

PRESENT: Board Members Hemmer, Iwanski, Boknevitz, and Superintendent Topinka

EXCUSED: Board Members Rutter and Mayer

VISITORS: Parent and Student; Attorney Mary Hubacher – Davis & Kuelthau, S.C.;
Mrs. Mary Garcia-Velez, Deer Creek Intermediate School Principal

The President called closed session to order at 5:00 p.m. The student, parent, Superintendent Topinka, and Principal Garcia-Velez were excused from the closed session meeting at approximately 6:20 p.m. The Board reconvened into open session at approximately 7:34 p.m., taking the following action:

Upon motion by Ms. Hemmer, seconded by Mr. Iwanski, the Board moved to unanimously approve the findings of fact, conclusions and order of the Board regarding the expulsion of a student.

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

Approved by:

/original signed/

Robert G. Boknevitz
Acting School Board Clerk

/original signed/

Jacqueline N. Hemmer
School Board President

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

REGULAR MEETING
HELD IN THE ST. FRANCIS HIGH SCHOOL LIBRARY
March 16, 2009

APPROVED MINUTES

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

PRESENT: Board Members Hemmer, Iwanski, Boknevit, Rutter, Superintendent Topinka and Business Manager Kelly

EXCUSED: Board Member Mayer

VISITORS: Mr. Rich Luce – Eppstein Uhen Architects, Inc.; Mr. John Foster / Mr. Eric Ellison / Mr. Bob Simi – C.G. Schmidt, Inc.; Mr. Mark DiStefano - St. Francis High School Principal; two (2) additional public visitors (sign-in sheets retained in official minute book)

Superintendent Topinka 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 16, 2009. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

COMMUNICATIONS TO THE BOARD: 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. Rutter, the following Consent Agenda Action Items were unanimously approved:

- Minutes of February 23, 2009
- Minutes of March 2, 2009
- Minutes of March 5, 2009
- Accounts payable bills totaling \$242,243.99; bond invoices totaling \$5,425.50; and payroll/payroll-related bills totaling \$688,401.97
- Personnel Items:
 1. The Board approves the 2009 family and medical leave request for Michelle Fons, Special Education Paraprofessional.

Upon motion by Mr. Boknevit, seconded by Ms. Rutter, the Board unanimously approved the Youth Option requests for the first semester of the 2009-2010 school year.

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION:

Mr. Mark DiStefano, High School Principal presented proposed revisions to School Board Policy D-13 – Alcohol and Other Drug Abuse. Discussion ensued, recommendations were made. Principal DiStefano will make further revisions and bring the policy back to the Board for review.

Superintendent Topinka presented two organizational charts for the St. Francis School District. Discussion ensued, recommendations were made. Revised charts will be brought back for review. It was suggested that once the charts are completed, they be placed on the District's web site.

School Board Member, Diane Mayer and St. Francis resident, Susan Lyles have volunteered to perform the canvassing of ballots for the April 2009 election.

The Eppstein Uhen contract will not be complete until the construction contract is negotiated. The District's attorney is working with Eppstein Uhen and will bring back the contract for approval once both contracts are finalized.

Business Manager Kelly reported on the following:

- 1) Business Manager Kelly reviewed the Governor's budget proposals and the impact it will have on the District's budget. Ms. Kelly also spoke briefly about the stimulus and how the monies can be utilized.
- 2) Business Manager Kelly presented the 2009 audit contract with Virchow Krause & Co., LLP for approval. Ms. Kelly will bid out late summer/early fall for 2010 audit contract services. Upon motion by Mr. Bokneviz, seconded by Ms. Rutter, the 2009 audit contract with Virchow Krause & Co., LLP was unanimously approved.
- 3) Business Manager Kelly, representatives from Eppstein Uhen Architects, Inc. and C.G. Schmidt, Inc. reviewed the Referendum Executive Summary which reflected updates to the budget. Due to the additional requirement of a sprinkler system throughout the High School, the budget allocations between schools have been shifted to reflect estimated costs. Representatives from C.G. Schmidt, Inc. and Eppstein Uhen Architects, Inc. will provide a referendum update at the School Board meeting on April 6, 2009.

Board Members' reported on the following:

- 1) Board Treasurer Bokneviz requested the Administrative Team to follow up with Milwaukee District Attorney, John Chisholm on his recent PTO presentation, "Ramifications of Illegal Cell Phone Usage." After the presentation, it was suggested that Attorney Chisholm's talk be linked to the School District's website. To date, that has not been done.
- 2) A reminder that all three (3) schools need to provide text books to the St. Francis Public Library.

Superintendent Topinka reported on the following:

- 1) Superintendent Topinka expressed her appreciation to the District's Art Teachers on the wonderful job they did at the recent Art Show at the St. Francis Public Library.
- 2) The District is conducting a communication survey on how the District can better share school and District information. Citizens, parents and staff may take the survey online on the District's website or obtain a paper copy of the survey at any of the District's schools.

Board President Hemmer reported on the following:

- 1) President Hemmer expressed her appreciation to the St. Francis Public Library for hosting the District's Art Show.
- 2) The St. Francis Music Booster Association is sponsoring a fundraising "Open Mic" event at the FIXX Coffee House on Sunday, March 22, 2009. Students, parents and faculty will perform.
- 3) The MATC District Board Appointment Committee meeting is Saturday, March 21, 2009.
- 4) The St. Francis Association of Commerce Annual Spaghetti Dinner is Sunday, March 29, 2009 at St. Paul's Catholic Church from 11:00 a.m. to 6:00 p.m. Proceeds sponsor scholarships to eligible St. Francis High School students.
- 5) The School Board work session with the District Administration is Monday, March 30, 2009 at 5:00 p.m.
- 6) The High School will be hosting an informational meeting for parents on Wednesday, April 22, 2009 at 7:00 p.m. in the St. Francis High School "Little Theater." The meeting will cover "21st Century Safety" and "Character Education."
- 7) Willow Glen/Deer Creek Science Night is April 7, 2009 from 5:30 p.m. to 8:30 p.m. at Deer Creek Intermediate School.

Upon motion by Ms. Rutter, seconded by Mr. Bokneviz, the President declared the regular meeting adjourned at 7:40 p.m.

Approved by:

/original signed/

Kathleen A. Rutter
School Board Clerk

/original signed/

Jacqueline N. Hemmer
School Board President

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

SPECIAL SCHOOL BOARD MEETING
HELD IN THE HIGH SCHOOL LIBRARY
March 12, 2009

APPROVED MINUTES

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

Upon motion by Ms. Rutter, seconded by Mr. Boknevitz, the Board moved into closed session at 5:00 p.m., according to Wisconsin State Statutes 19.85 (1)(f) and Wisconsin State Statutes 119.25 and 120.13(1) related to pupil expulsions.

PRESENT: Board Members Hemmer, Iwanski, Boknevitz, Rutter, Mayer, and Superintendent Topinka

VISITORS: Parents and Student; Attorney Mary Hubacher – Davis & Kuelthau, S.C.;
Mr. Mark DiStefano, St. Francis High School Principal

The President called closed session to order at 5:00 p.m. The student, parents, Superintendent Topinka, and Principal DiStefano were excused from the closed session meeting at approximately 5:45 p.m. The Board reconvened into open session at approximately 5:55 p.m., taking the following action:

Upon motion by Ms. Rutter, seconded by Mr. Boknevitz, the Board moved unanimously to expel the student brought forth for the 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 the student's 21st birthday.

Attorney Hubacher was excused from the meeting at approximately 6:00 p.m. Superintendent Topinka returned to the open session at approximately 6:00 p.m.

ACTION ITEMS:

Upon motion by Ms. Rutter, seconded by Mr. Boknevitz, the Board unanimously approved the teacher contract renewals / notices of layoff for the 2009-2010 school year.

Upon motion by Mr. Boknevitz, seconded by Ms. Rutter, the President declared the special meeting adjourned at 6:02 p.m.

Approved by:

/original signed/

Kathleen A. Rutter
School Board Clerk

/original signed/

Jacqueline N. Hemmer
School Board President

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

SPECIAL SCHOOL BOARD MEETING
HELD IN THE HIGH SCHOOL LIBRARY
March 5, 2009

APPROVED MINUTES

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

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

PRESENT: Board Members Hemmer, Iwanski, Boknevit, Rutter, Mayer, and Superintendent Topinka

VISITORS: None

The President called closed session to order at 5:00 p.m. The Board reconvened into open session at approximately 5:10 p.m., taking the following action:

Upon motion by Mr. Boknevit, seconded by Ms. Mayer, the Board moved unanimously to approve the resignation request dated March 3, 2009 for a St. Francis Education Association employee.

Upon motion by Mr. Boknevit, seconded by Ms. Rutter, the President declared the special meeting adjourned at 5:15 p.m.

Approved by:

/original signed/

Kathleen A. Rutter
School Board Clerk

/original signed/

Jacqueline N. Hemmer
School Board President

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

SPECIAL SCHOOL BOARD MEETING
HELD IN THE HIGH SCHOOL LIBRARY
March 2, 2009

APPROVED MINUTES

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

Upon motion by Ms. Rutter, seconded by Mr. Boknevit, the Board moved into closed session at 5:00 p.m., according to Wisconsin State Statutes 19.85 (1)(f) and Wisconsin State Statutes 119.25 and 120.13(1) related to pupil expulsions.

PRESENT: Board Members Hemmer, Iwanski, Boknevit, Rutter, Mayer, and Superintendent Topinka

VISITORS: Parents and Student; Attorney Mary Hubacher – Davis & Kuelthau, S.C.;
Mr. Mark DiStefano, St. Francis High School Principal

The President called closed session to order at 5:00 p.m. The student, parents and Principal DiStefano were excused from the closed session meeting at approximately 5:45 p.m. The Board reconvened into open session at approximately 6:00 p.m., taking the following action:

Upon motion by Ms. Hemmer, seconded by Mr. Boknevit, the Board moved unanimously to expel the student brought forth for the 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 the student's 21st birthday.

Upon motion by Mr. Boknevit, seconded by Ms. Rutter, the President declared the special meeting adjourned at 6:05 p.m.

Approved by:

/original signed/

Kathleen A. Rutter
School Board Clerk

/original signed/

Jacqueline N. Hemmer
School Board President

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

REGULAR MEETING
HELD IN THE ST. FRANCIS HIGH SCHOOL LIBRARY
February 23, 2009

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 adjourned into closed session in the St. Francis High School library pursuant to Wisconsin State Statutes 19.85 (1)(c)(e) for considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically, bargaining union negotiations discussion and other personnel issues.

PRESENT: Board Members Hemmer, Iwanski, Boknevit, Rutter, Mayer and Superintendent Topinka

EXCUSED: None

VISITORS: Business Manager Kelly

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 Ms. Rutter, seconded by Mr. Boknevit, the Board unanimously denied the request to reinstate employment and removal from the retirement list for the two (2) employee requests.

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

PRESENT: Board Members Hemmer, Iwanski, Boknevit, Rutter, Mayer, Superintendent Topinka and Business Manager Kelly

EXCUSED: None

VISITORS: Mr. Mark DiStefano, St. Francis High School Principal; Ms. Nikki Morawski, High School Teacher
One (1) additional public visitor (sign-in sheets retained in official minute book)

Superintendent Topinka 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 23, 2009 with the recommendation to remove item 9b, Eppstein Uhen Architects Contract. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

COMMUNICATIONS TO THE BOARD: 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. Personnel Item 8a, v, 1 was 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 9, 2009
- Minutes of February 11, 2009
- Minutes of February 16, 2009
- Accounts payable bills totaling \$98,660.99; bond invoices totaling \$178,454.05; and payroll/payroll-related bills totaling \$462,959.58
- Personnel Items:
 1. Item removed from consent agenda.
 2. The Board approves the 2009 family and medical leave request for Joel Barthel, High School Teacher.

Upon motion by Ms. Rutter, seconded by Mr. Boknevit, the Board unanimously approved the "Resolution Authorizing the Issuance and Sale of \$14,300,000 General Obligation Refunding Bonds."

Upon motion by Ms. Rutter, seconded by Mr. Iwanski, the 8th grade field trip request to Chicago, Illinois was unanimously approved.

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION:

Mr. Mark DiStefano, High School Principal presented updates to the High School Course Selection Book:

- Band will have a section for percussion instruments.
- Work Experience class will drop from 1.0 to .5 credit.
- No additional fees will be assessed.

Item 9B – Eppstein Uhen Architects Contract was removed from the agenda.

Business Manager Kelly presented the referendum update. Ms. Kelly, representatives from Eppstein Uhen Architects and C.G. Schmidt, Inc. met with the St. Francis Fire Department to discuss fire code compliance for the St. Francis High School. A second meeting is scheduled for Wednesday, February 25, 2009.

Business Manager Kelly reported on the following:

- 1) Business Manager Kelly announced the District will accept bids for the 2009 audit contract.
- 2) Business Manager Kelly presented an overview on the preliminary 2009-2010 budget. Depending on the State budget, the District could face anywhere from a \$225,000 to \$360,000 deficit. The Board will continue discussions on the 2009-2010 budget at future meetings.

There was no Board Members' report.

Superintendent Topinka reported on the following:

- 1) Superintendent Topinka requested Board Members to call Lisa Jarosh to confirm their availability to attend a closed session before the regular meeting on Monday, March 2, 2009.
- 2) Discovery World has contacted the St. Francis School District with a proposal to work with our 6th through 12th graders.

Board President Hemmer reported on the following:

- 1) The next regular School Board meeting is Monday, March 2, 2009 at 6:30 p.m. in the St. Francis High School Library.
- 2) Willow Glen Primary School's "Green Eggs and Ham" Annual Breakfast is Wednesday, March 4, 2009.
- 3) The St. Francis Association of Commerce Annual Spaghetti Dinner is Sunday, March 29, 2009 at St. Paul's Catholic Church from 11:00 a.m. to 6:00 p.m. Proceeds help to sponsor scholarships to eligible St. Francis High School students.
- 4) The School Board work session with the District Administration is Monday, March 30, 2009 beginning at 5:00 p.m.

Upon motion by Ms. Rutter, seconded by Mr. Boknevit, the President declared the regular meeting adjourned at 7:27 p.m.

Approved by:

/original signed/

Kathleen A. Rutter
School Board Clerk

/original signed/

Jacqueline N. Hemmer
School Board President

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

WORK SESSION MEETING
HELD IN THE ST. FRANCIS HIGH SCHOOL LIBRARY
February 16, 2009

APPROVED MINUTES

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

Upon motion by Ms. Rutter, seconded by Ms. Hemmer, the Board adjourned into closed session in the St. Francis High School library pursuant 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, District Administrator evaluation.

PRESENT: Board Members Hemmer, Iwanski, Boknevitiz*, Rutter, Mayer and Superintendent Topinka

EXCUSED: None

VISITORS: None

*Board Treasurer Boknevitiz arrived at 5:11 p.m.

The President called closed session to order at 5:00 p.m. The Board reconvened into open session at 6:15 p.m., taking no action.

President Hemmer called the work session to order at 6:15 p.m.

PRESENT: Board Members Hemmer, Iwanski, Boknevitiz, Rutter, Mayer, Superintendent Topinka and Business Manager Kelly

EXCUSED: None

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

Superintendent Topinka 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 February 16, 2009. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

WORK SESSION TOPIC – SCHOOL BOARD SELF-ASSESSMENT:

The Board reviewed the self-assessments completed by each Board Member. A discussion ensued. No action was taken.

Upon motion by Ms. Rutter, seconded by Mr. Boknevitiz, the President declared the work session adjourned at 7:15 p.m.

Approved by:

/original signed/

Kathleen A. Rutter
School Board Clerk

/original signed/

Jacqueline N. Hemmer
School Board President

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

SPECIAL MEETING
HELD IN THE ST. FRANCIS SCHOOL DISTRICT OFFICE
February 11, 2009

APPROVED MINUTES

President Jacqueline Hemmer called the meeting to order at 3:55 p.m.

PRESENT: Board Members Hemmer, Rutter, Mayer, Superintendent Topinka and
Business Manager Kelly

EXCUSED: Board Members Iwanski and Boknevitcz

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

Superintendent Topinka 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. Mayer to approve the agenda for February 11, 2009. Motion was unanimously approved.

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

- Personnel Items:
 1. The Board approves the preliminary non-renewal presented by Administration in the closed session of the February 9, 2009 regular meeting.

Upon motion by Ms. Hemmer, seconded by Ms. Rutter, the President declared the special meeting adjourned at 3:58 p.m.

Approved by:

/original signed/

Kathleen A. Rutter
School Board Clerk

/original signed/

Jacqueline N. Hemmer
School Board President

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

REGULAR MEETING
HELD IN THE ST. FRANCIS HIGH SCHOOL LIBRARY
February 9, 2009

APPROVED MINUTES

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

Upon motion by Ms. Rutter, seconded by Mr. Boknevit, the Board adjourned into closed session in the St. Francis High School library pursuant to Wisconsin State Statutes 19.85 (1)(c)(e) for considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically, bargaining union negotiations discussion and other personnel issues.

PRESENT: Board Members Hemmer, Iwanski, Boknevit, Rutter, Mayer and Superintendent Topinka

EXCUSED: None

VISITORS: Business Manager Kelly

The President called closed session to order at 5:45 p.m. The Board reconvened into open session at 6:31 p.m., taking no action.

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

PRESENT: Board Members Hemmer, Iwanski, Boknevit, Rutter, Mayer, Superintendent Topinka and Business Manager Kelly

EXCUSED: None

VISITORS: Mr. Bob Vajgrt / Mr. Rich Luce – Eppstein Uhen Architects, Inc.; Mr. Eric Ellison / Mr. John Foster – C.G. Schmidt, Inc.; Building Administrators – Mr. Mark DiStefano, Ms. Michelle Mancl and Ms. Mary Garcia-Velez; Two (2) additional public visitors (sign-in sheets retained in official minute book)

Superintendent Topinka 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. Iwanski to approve the agenda for February 9, 2009. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

COMMUNICATIONS TO THE BOARD: 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 none.

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

- Minutes of January 26, 2009
- Bills totaling \$159,814.31 and payroll/payroll-related bills totaling \$436,654.85
- Personnel Items:
 1. The Board approves the June 2009 early retirement request of Marilyn Peterson, Elementary Teacher.
 2. The Board approves the 2009 family and medical leave request for Larry Hanlon, High School Teacher.
 3. The Board approves the following extra-curricular/athletic contracts for the 2008-2009 school year:

SFEA Extra-Curricular Contracts

| | |
|---|------------------|
| Peter Graven, Robotics Club, CIII .5 | 440.00 |
| Jason Dropik, Robotics Club, CIII .5 | 440.00 |
| Total SFEA Extra-Curricular Contracts: | \$ 880.00 |

Non-SFEA Athletic Contracts

Ashley Paczocha, Jr. High Volleyball Coach*

1,126.37

Total Non-SFEA Athletic Contracts:

\$ 1,126.37

Upon motion by Mr. Boknevit, seconded by Ms. Mayer, the Board unanimously approved the High School International Club field trip request to Chicago, Illinois.

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION:

Representatives from Eppstein Uhen Architects and C. G. Schmidt, Inc. presented referendum project preliminary schematic design proposals. The Board reviewed the proposed main entry to the High School and science lab addition. The Board also reviewed the proposed main entry to Deer Creek, which addresses the current water issue in the lower level computer lab. Information on the Willow Glen cafeteria expansion was also presented for Board review, as well as, modifications to the main entry.

Remodeling projects at each school will address some restrooms, elevators, doorways, railings and handicap lifts to ensure compliance. The team answered questions presented by the Board and discussion ensued.

There was no Board Members' report.

Superintendent Topinka reported on the following:

- 1) Superintendent Topinka expressed her congratulations to the following High School student organizations on their recent competition successes:
 - a. For the second time in the past two years, the St. Francis High School Dance Team took first place in both Pom and Kick Divisions at the Wisconsin Southern Dance Regional Championship. Further congratulations to the St. Francis Dance Team on winning the 2009 State Championship in Poms and their success in earning State runner-up in the Kick Competition.
 - b. The St. Francis High School Forensics team had its first tournament of the season at Mukwonago High School. High School students Mark Silva and Katie Boknevit received medals in the play acting category, scoring 70 out of a possible 75 points. Melissa Marchese received a blue ribbon in the poetry category, scoring 67 out of a possible 75 points.
 - c. A total of sixty-seven (67) teams from the Milwaukee area competed recently in the UW-Milwaukee Chemistry Scavenger Hunt. Eight of those teams represented the St. Francis High School. Students Nick Darrow and Vicki Mueller received first place in the Annual UW-Milwaukee Chemistry Scavenger Hunt, while Katie Boknevit and Marisa Roch received third place.
- 2) The joint meeting with the Oak Creek, South Milwaukee, Cudahy and St. Francis School Boards and local elected government officials scheduled for Tuesday, February 17, 2009 has been cancelled.

Board President Hemmer reported on the following:

- 1) President Hemmer expressed her appreciation to the District for their assistance in preparing the St. Francis High School gymnasium for the City of St. Francis citizens' hearing on February 2, 2009.
- 2) The School District Negotiations Team is meeting on Wednesday, February 11, 2009 at 3:45 p.m.
- 3) The School Board work session is Monday, February 16, 2009 beginning at 5:00 p.m.

Upon motion by Ms. Hemmer, seconded by Mr. Boknevit, the President declared the regular meeting adjourned at 7:30 p.m.

Approved by:

/original signed/

Kathleen A. Rutter
School Board Clerk

/original signed/

Jacqueline N. Hemmer
School Board President

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

REGULAR MEETING
HELD IN THE ST. FRANCIS HIGH SCHOOL LIBRARY
January 26, 2009

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 adjourned into closed session in the St. Francis High School library pursuant to Wisconsin State Statutes 19.85 (1)(c)(e) for considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically, bargaining union negotiations discussion and other personnel issues.

PRESENT: Board Members Hemmer, Iwanski, Boknevit, Rutter, Mayer and Superintendent Topinka

EXCUSED: None

VISITORS: Business Manager Kelly

The President called closed session to order at 6:00 p.m. The Board reconvened into open session at 6:35 p.m., taking no action.

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

PRESENT: Board Members Hemmer, Iwanski, Boknevit, Rutter, Mayer, Superintendent Topinka and Business Manager Kelly

EXCUSED: None

VISITORS: Ms. Wendi Unger and Ms. Margie Sobczak – Virchow, Krause & Company;
Five (5) additional public visitors (sign-in sheets retained in official minute book)

Superintendent Topinka 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. Iwanski to approve the agenda for January 26, 2009. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

COMMUNICATIONS TO THE BOARD: 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 none.

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

- Minutes of January 12, 2009
- Bills totaling \$124,952.22 and payroll/payroll-related bills totaling \$217,197.48
- Personnel Items:
 1. The Board approves the resignation request of Marge Kosloske, Special Education Paraprofessional effective June 12, 2009.
 2. The Board approves the June 2009 early retirement request of Ellen Gyland, Elementary Teacher.
 3. The Board approves the following extra-curricular/athletic contracts for the 2008-2009 school year:

Non-SFEA Athletic Contracts

| | |
|---|--------------------|
| Erin Clapper, Jr. High Volleyball Coach, C6, 1+Yrs | 1,126.37 |
| Melissa Rourke, Boys/Girls Assistant Track Coach, CII/EA 0Yrs | 2,111.94 |
| Total Non-SFEA Athletic Contracts: | \$ 3,238.31 |

Upon motion by Ms. Rutter, seconded by Mr. Bokneviz, the Board unanimously approved the "Resolution Authorizing the Issuance and Sales of \$7,100,000 Bond Anticipation Notes Pursuant to Section 67.12(1)(b), Wisconsin Statutes."

AUDIT REPORT PRESENTED BY VIRCHOW, KRAUSE & COMPANY, LLP

Representatives from Virchow, Krause & Company, LLP - Ms. Wendy Unger and Ms. Margie Sobczak, presented the 2007-2008 audit of the District's financial statements.

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION:

The Board reviewed enrollment projection data in determining new Open Enrollment seats for the 2009-2010 school year. The District proposes to open a total of 70 new seats under the Open Enrollment Program. The Board determined a limit of 60 new Open Enrollment seats at the 9th grade level and 10 new Open Enrollment Seats at the 10th grade level. This is necessary in order to maintain class sizes in two required subjects, English and History, to no more than thirty (30) students per class. Based upon guidelines, the Board concluded that 70 new Open Enrollment seats with additional wait lists at all other grade levels, along with providing additional seats for current tuition waivers, would assist in stabilizing the District's enrollment. Upon motion by Ms. Rutter, seconded by Ms. Hemmer, the approval of 70 new Open Enrollment seats, with additional wait lists at all grade levels, along with providing additional seats for current tuition waivers was approved by Board Members Hemmer, Iwanski, Rutter and Mayer. Board Member Bokneviz voted nay.

Mr. Nick Schuster and Mr. Brandon Blahnik presented a curricular change to the St. Francis High School Social Studies Program. The proposal would eliminate World Geography and Honors World Geography from the curriculum as the 9th grade social studies requirement and offer World History and Honors World History in its place. This change will reduce the amount of physical geography that is taught in the 9th grade, while increasing the amount of history, cultural evolution, and human geography that is taught. Upon motion by Mr. Bokneviz, seconded by Ms. Rutter, the proposed curricular change was unanimously approved.

The Board reviewed information on the 2009 Summer School Program. Principal Mark DiStefano discussed a proposal for a pilot program provided students the opportunity to earn a .5 credit in physical education during summer school.

Business Manager Kelly reported on the following:

- 1) Business Manager Kelly presented a revised version of the recently approved boys' soccer cooperative agreement with the Cudahy School District for the school years of 2009-2010 and 2010-2011 was presented for discussion and reapproval. The School Board would like to see St. Francis recognition on the soccer uniforms, similar to the wrestling cooperative agreement and the team name listed as "Cudahy / St. Francis." Upon motion by Mr. Bokneviz, seconded by Ms. Hemmer, the revised boys' soccer cooperative agreement with the Cudahy School District was unanimously reapproved.
- 2) Mr. Steve Erickson, District Technology Coordinator presented the School Board an overview of projected cost savings the District could anticipate with a renegotiated contract with AT&T. The new contract proposes increasing bandwidth on the network lines to increase network speed and efficiency.
- 3) Business Manager Kelly stated the District will not propose an increase to school fees for the 2009-2010 school year.

Board Members' reported on the following:

- 1) The Board discussed the recent Wisconsin State Education Convention held January 21-23, 2009. The three-day event brings state and national experts on an array of education topics to our state's school leaders. Soladad O'Brien gave an excellent presentation on diversity and values.

Superintendent Topinka reported on the following:

- 1) Superintendent Topinka is assisting the City of St. Francis with preparations for the citizens' hearing scheduled for Monday, February 2, 2009 in the St. Francis High School gymnasium.
- 2) The St. Francis High School Dance Team took first and second place at a recent State competition.
- 3) The Cardinal Stritch University will sponsor a citizens' information session on January 28, 2009 at the Carleton Grange Pub in St. Francis.

Board President Hemmer reported on the following:

- 1) A joint meeting with the Oak Creek, South Milwaukee, Cudahy and St. Francis School Boards and local state government officials has been scheduled for Tuesday, February 17, 2009 at the Cudahy Public Library beginning at 6:00 p.m.

Upon motion by Ms. Hemmer, seconded by Ms. Rutter, the President declared the regular meeting adjourned at 8:20 p.m.

Approved by:

/original signed/

Kathleen A. Rutter
School Board Clerk

/original signed/

Jacqueline N. Hemmer
School Board President

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

REGULAR MEETING
HELD IN THE ST. FRANCIS HIGH SCHOOL LIBRARY
January 12, 2009

APPROVED MINUTES

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

Upon motion by Ms. Hemmer, seconded by Mr. Boknevit, the Board adjourned into closed session in the St. Francis High School library pursuant 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, District Administrator evaluation and other personnel issues.

PRESENT: Board Members Hemmer, Iwanski, Boknevit, Rutter, Mayer and Superintendent Topinka*

EXCUSED: None

VISITORS: Business Manager Kelly*

*Superintendent Topinka and Business Manager Kelly were excused from the closed session from 5:30 p.m. to 6:15 p.m. Superintendent Topinka and Business Manager Kelly joined the closed session at 6:15 p.m.

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

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

PRESENT: Board Members Hemmer, Iwanski, Boknevit, Rutter, Mayer, Superintendent Topinka and Business Manager Kelly

EXCUSED: None

VISITORS: Three (3) public visitors (sign-in sheets retained in official minute book)

Superintendent Topinka 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 January 12, 2009. Motion was unanimously approved.

PLEDGE OF ALLEGIANCE

COMMUNICATIONS TO THE BOARD: None

COMMENTS FROM VISITORS:

Mrs. Liz Hasenstein expressed her concerns regarding the proposed Cardinal Stritch expansion absorbing potential residential properties and inquired if the Board has taken a position in support or against the Cardinal Stritch expansion project.

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 December 8, 2008
- Minutes of December 15, 2008
- Bills totaling \$204,593.27 and payroll/payroll-related bills totaling \$883,209.03
- Personnel Items:
 1. The Board approves the 2009 FMLA request for Peter Graven, Intermediate School Teacher.

Upon motion by Mr. Boknevit, seconded by Ms. Rutter, the Board unanimously approves the renewal of the existing boys' soccer cooperative agreement with the Cudahy School District for the school years of 2009-2010 and 2010-2011.

Upon motion by Mr. Boknevit, seconded by Ms. Rutter, the Board unanimously approved the two (2) High School Japanese class field trip requests to Arlington Heights, Illinois contingent upon an appropriate chaperone ratio compliant with Board policy.

REPORTS/ITEMS FOR DISCUSSION/POSSIBLE ACTION:

The Board requested Superintendent Topinka to draft a letter that states the Board's support of the re-zoning of the WE Energies property in conjunction with the Cardinal Stritch expansion. The draft will be reviewed at the January 26, 2009 regular meeting for review and approval.

Business Manager Kelly reported on the following:

- 1) Business Manager Kelly presented 2008-2009 budget adjustments for review and approval. After discussion and upon motion by Ms. Rutter, seconded by Mr. Boknevit, the 2008-2009 budget adjustments were unanimously approved as presented.
- 2) Business Manager Kelly presented an update on the investment of referendum proceeds. Mr. Brian Brewer of Robert W. Baird, Inc. is researching when the District will go out to bid. At the present time, long-term investment rates are really low.

Board Members' reported on the following:

- 1) Board Treasurer Boknevit expressed concerns about the High School exam exemption policy. The policy will be turned over to the committee working on the Homework & Grading Policy and will be brought back to the Board at a later date.

Superintendent Topinka reported on the following:

- 1) A joint meeting with the South Milwaukee, Cudahy and St. Francis School Boards and local state government officials has been tentatively scheduled for Tuesday, February 17, 2009 at the Cudahy Public Library beginning at 6:30 p.m.

Board President Hemmer reported on the following:

- 1) The next Willow Glen/Deer Creek PTO meeting is scheduled for January 14, 2009 at Deer Creek Intermediate School. Board Member Mayer is scheduled to attend this meeting.
- 2) The School Board work session scheduled for January 19, 2009 has been cancelled.
- 3) There have been changes to the February Board meeting dates. The changes are as follows:
 - February 2, 2009 - Regular meeting has been cancelled to accommodate the City of St. Francis citizens' hearing on the Cardinal Stritch property expansion in the St. Francis High School gymnasium.
 - February 9, 2009 - Regular School Board meeting, St. Francis High School Library, 6:30 p.m.
 - February 16, 2009 – School Board work session, St. Francis High School Library, 5:00 p.m. to 7:00 p.m.
 - February 23, 2009 – Regular School Board meeting, St. Francis High School Library, 6:30 p.m.

Upon motion by Mr. Boknevit, seconded by Ms. Rutter, the President declared the regular meeting adjourned at 7:23 p.m.

Approved by:

/original signed/

Kathleen A. Rutter
School Board Clerk

/original signed/

Jacqueline N. Hemmer
School Board President

School Board Minutes Archive
St. Francis School Board
2009