

**Regular Meeting of the Board of Education
School District of Plum City
December 15, 2014
High School Media Center, 6:00 p.m.
Minutes**

- 1) **Call to order, roll call, quorum and notification** K. Henn called the meeting to order at 6:00 pm. All board members were present. M. Baier cited notification procedures for board meeting notices to the public.
- 2) **Pledge of Allegiance**
- 3) **Citizen's Forum** - Lynn Spindler provided the board information about a fund-raiser the S.O.S would like to sponsor after the first of the year to raise money for the schools. The fundraiser would be with Schwan's Food Company. The Board thanked the S.O.S for their continued support of our schools. A district administrator will follow-up with S.O.S.
- 4) **Communication, Reports and Information Items**
 - a. Administrative Reports
 - 1) HS/MS Principal's Report – P. Churchill reported Bus # 2 had hit a deer and repairs would be necessary during Holiday break. A leak was discovered at the elementary building and Mr. Girdeen and Mr. Churchill feel it may be a potential roof leak. A boiler inspection was completed last week by the State and the District will assemble a "look-for" monthly checklist for the boilers to be completed by custodians and Baringtals. A Career Day for high school students will be on December 23, 2014 with many alumni from Plum City presenting to the students.
 - 2) Elem. Principal/Superintendent Report – Mrs. Baier reported that on Monday, December 15th, 23% of students were absent from the elementary, middle school and high school. Many of the absences were related to flu-like symptoms. Letters have been sent home district-wide to parents alerting them that influenza is here and the precautions that can be taken to stop its spread in the school community. The elementary concert was a great success this year with both concerts well attended. A thank-you to Mike Bonn, the students and the elementary staff for a job well done. The ALICE training provided by CESA 11 was attended by 85 people. ALICE stands for "alert, lockdown, inform, counter, and evacuate". At the January board meeting the administrative staff will provide more description of the ALICE concepts.
 - b. DPI Information- M. Baier provided copies of Policy Perspectives Updates to the Board.
 - c. Civil Rights Audit Overview– M. Baier provided follow-up information from the visit from the Civil Rights visit to the District December 4 and 5, 2014. While there are areas that will need to be updated with current policies, and procedures there were no major equipment or remodeling that was reported. There will need to be handicapped accessibility installed at the High School entrance and some sinks and water fountains lowered to accommodate persons with disabilities. The Civil Rights State team overall was complimentary of the District. The final report is expected after January 1, 2015 and the District has sixty days to write a corrective action plan and then one year to comply with the findings in the report. K. Henn thanked Jane Smith, Danni Noel, staff, students and Mary Baier for their work on the District's behalf.
 - d. Key Works of School Boards Survey Results-M. Baier provided each board member with a compiled document of survey results. She asked the Board to review the information and be prepared to discuss the results at a future board retreat.
 - e. Future Board Retreat Planning Day date-M. Baier suggested the Board consider a planning session to be held in January to discuss operational needs of the district, the 2014-15 budget and the future needs of the school district. The Board felt there may be a need for two planning sessions with the first one being held on January 26, 2015 from 6:30 to 9:30 in the MS/HS media center.
 - f. Early Childhood/Elementary Survey Discussion– M. Baier asked the Board if they had time to review the survey draft presented at the November meeting. The Board agreed to send the survey to the parents of children birth to age 4 and to elementary parents as a means of gathering input and information for the Board's review.

5) Approval of Consent Agenda

- a. January 19, 2015 Regular Board Meeting Notification 7:00 pm
- b. November 17, 2014 Regular Board meeting minutes
- c. Treasurer's Report

A motion was made by S. Gilles, second by J. Heit to approve the consent agenda (5-0).

6) New Business

- a. Discussion and appropriate action regarding bill payments - A motion was made by T. Bjurquist, second by J. Gilles to approve bill payments (5-0).
- b. Discussion and appropriate action regarding Policy 304-Computer and Internet Use –Final Approval – A motion was made to approve Policy 304-Computer and Internet Use changes by J. Heit, second by S. Gilles (5-0).
- c. Discussion and appropriate action regarding Policy 807-District Fund-Raising Activities Guidelines- First Reading- M. Baier explained due to Board input from the last meeting, the policy had been updated to reflect a district policy rather than a student policy. The board reviewed the policy changes and will consider final approval at their January meeting.
- d. Discussion and appropriate action regarding Policy 422a-Technical Excellence Scholarship Criteria Policy-First Reading – P. Churchill introduced this policy as a requirement by the Department of Public Instruction. M. Baier referred board members to copies of the Policy Perspectives Updates discussed earlier.
- e. Discussion and appropriate action regarding SOS request to use Home Ec. Room and Kitchen area for fundraiser meal January 9- A motion to approve the SOS request for use of the Home Ec. Room and Kitchen area for fundraiser was made by T. Bjurquist, second by J. Gilles (5-0).
- f. Discussion and appropriate action regarding District –Wide copy Machine Replacement bid-P. Churchill presented a bid for purchase of a copy machine for district-wide use. A motion by S. Gilles, second by J. Gilles to accept the bid from EOJohnson Business Technologies for \$5,451.00 (5-0).
- g. Discussion and Appropriate Action of Personnel matters:
 - a. Approval of 7 & 8 GB Coach - A motion by J. Gilles, second by T. Bjurquist to accept Mark Phillips as 7 & 8 GB Coach (5-0).
 - b. Approval of BB C-Team Coach – A motion by J. Gilles, second by S. Gilles to accept Christian Fredrickson as BB C-Team Coach (5-0).
 - c. Approval of regular contract status for elementary custodian - A motion to approve regular contract status for the elementary custodian was made by T. Bjurquist, second by J. Heit (5-0).
- h. Discussion and appropriate action regarding district health insurance- No action needed.

7) CESA 11 Update - None

8) W.A.S.B. Business - Mrs. Baier reminded board members regarding upcoming WASB convention. The board will review the State School Board resolutions at their January meeting.

9) Any other business properly coming before the board- None

A motion was made by S. Gilles and second by T. Bjurquist to enter into closed session at 6:48 pm. Roll call vote was taken (5-0).

10) Executive Session: Under Wisconsin State Statute 19.85 1 (c), the board will enter closed session for the purposes of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. The board may or may not act upon any and/all issues upon returning to open session.

11) Reconvene into Open Session to take or announce action, if any taken in Executive Session

A motion was made to enter into open session by J. Heit, second by S. Gilles at 7:01 pm. A roll call vote was taken (5-0).

12) Adjourn: A motion was made by J. Heit, second by T. Bjurquist to adjourn the meeting at 7:04 pm (5-0).