

**Regular Meeting of the Board of Education
School District of Plum City
September 19, 2016
High School Media Center, 7:00 p.m.
Minutes**

- 1) **Call to order, roll call, quorum and notification - K. Henn called meeting to order. All board members present. Quorum established. Public notification was announced.**
- 2) **Pledge of Allegiance**
- 3) **Citizen's Forum - Dean Gilles reported there were some lights not working outside at the elementary and high school buildings.**
- 4) **Communication, Reports and Information Items**

- a) Senior Class Fundraiser Update- Anna Almsted, a senior class representative informed the Board about the Senior Class fundraiser and invited Board members to serve at the Homecoming bon fire.

Administrative Reports

1. 4K-12 Principal's Report – M. Kennedy reported on English Language Learners (ELL) and Special Education needs. Plum City has the highest percentage of ELL learners in CESA 11. The recent hiring of an aide who is able to translate English to Spanish has helped ELL learners at both the elementary and MS/HS. However, with other duties, the aide is limited to the amount of time he can spend with these learners. He reported on AP High School Classes and possible alternatives for assisting students with AP assessments. He provided some cost proposals to the board for consideration. Mr. Kennedy is inviting the community to be part of a District grant writing committee.
 2. Superintendent Report – M. Baier reported on an amended CESA 11 contract to provide School Based Service billing. With the increase in students who require one to one aides due to their special needs this reimbursement category could recover some costs to the District. She highlighted several articles in the board packet on future trends in education and teacher shortages. She congratulated the Special Education Staff for meeting the requirements of the Part B audit conducted last year. She also highlighted the collaborative work with Alma, Pepin and Durand in the area of shared teacher professional development.
 - b. English Language Learners and Special Education Needs- See above
 - c. Update of AP High School Classes- See above.
 - d. Discussion of 2016-17 Annual Budget & Annual Meeting- K. Gilles and M. Baier presented the proposed 2016-17 budget. There is deficit spending projected for the fiscal year. M. Baier said the purchase of a bus is in the budget and with Bus #4 now out of commission due to safety issues, she advised the Board a bus will need to be purchased whether or not the referendum questions pass.
 - e. Update on Referendum- The Board discussed the recent community meeting. Two other community meetings are scheduled on September 26 and October 27. District brochures have been mailed to community members providing information about the two questions on the ballot. Board members discussed presentation at the upcoming September 26 meeting.
- 5) **Approval of Consent Agenda**
- a. August 2nd , 2016 Special Joint-Board Meeting with Elmwood Minutes
 - b. August 15th, 2016, Regular Board Meeting Minutes
 - c. August 29th, 2016 Special Board Meeting Minutes
 - d. October 17th, 2016 Regular Board Meeting Notification 6:00 pm
 - e. October 17th, 2016 Annual Meeting Notification 7:30 pm
 - f. Treasurer's Report
- A motion by G. Fisher, second by J. Heit to approve the consent agenda (5-0).
- 6) **New Business**
- a. Discussion and appropriate action regarding bill payments - A motion by T. Bjurquist, second S. Gilles to approve bill payments (5-0).

- b. Discussion and appropriate action regarding BAIRD Underwriting Engagement-M. Baier asked the board to approve the BAIRD Underwriting Engagement proposal. Board members discussed their satisfaction with BAIRD. A motion by S. Gilles, second J. Heit to approve (5-0).
- c. Discussion and appropriate action regarding updates to the Employee Handbook-M Baier provided updates to the handbook asking board approval. A motion by J. Heit, second T. Bjurquist to approve (5-0).
- d. Final Reading of updated Policy 402 School Entrance Age - A motion to approve by S. Gilles, second T. Bjurquist. (5-0).
- e. First Reading Policy 165 - School Board member Conduct Expectations- No action taken.
- f. First Reading Policy 707 - Emergency Epinephrine Administration Policy-M. Kennedy presented the policy. Board members suggested some minor changes. No action taken.
- g. Discussion of personnel contracts
 - 1. Acceptance of resignation of Scott Imrie- Motion to approve by S. Gilles, second G. Fisher (5-0)
 - 2. Hiring Recommendation for Education Aide- Motion to approve by J. Heit, second G. Fisher (5-0)
 - 3. Hiring of Josh Gilles and Peg Skogen as FFA Advisors- M. Baier asked this be tabled for the time being.
 - 4. Acceptance of future retirement of District Administrator - M. Baier announced her retirement from the district. Motion to accept her retirement by S. Gilles, second T. Bjurquist (5-0).
 - 5. Discussion of future administrative contract - No action taken
 - 6. Discussion of personnel matter - No action taken

7) CESA 11 Update

a. **CESA 11 Board of Directors** - G. Fisher reported she has been attending the Board of Directors meetings.

8) **W.A.S.B. Business** - S. Gilles announced G. Fisher is being recognized by W.A.S.B for years of service. Board members and Superintendent congratulated her.

9) Any other business properly coming before the board

A motion by S. Gilles, second by J. Heit to move to closed session. Roll call vote taken. (5-0) at 8:20 pm

10) **Executive Session:** Under Wisconsin State Statute 19.85 1 (c) (f), 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 and items that would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations. 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 by J. Heit, second S. Gilles to return to open session. Roll call vote taken (5-0) 9:19 pm

12) **Adjourn-** A motion to adjourn by T. Bjurquist, second S. Gilles (5-0)