

**SCHOOL DISTRICT OF ALBANY
BOARD OF EDUCATION
REGULAR MEETING AGENDA**

**February 10, 2020
MEDIA ROOM
7:00pm**

School District of Albany Mission Statement

In partnership with parents and the community, the School District of Albany provides an innovative learning environment that supports a foundation, which prepares students to achieve their individual potentials.

1. **PLEDGE OF ALLEGIANCE**

2. **MEETING CALLED TO ORDER** - The meeting was called to order by President Elliott at 7:00 p.m.

3. **ROLL CALL**

Carrie Anderson	Present	Steve Elliott	Present		
Valerie Johnson	Present	Adam Kopp	Present	Phil Kubesh	Present
Justin Monson	Present	Sherri Seitz	Present	Student Council Rep	Present

7 members present

4. **OPEN MEETING LAW COMPLIANCE** – Upon a request to the Superintendent, submitted twenty-four (24) hours in advance, the District shall make reasonable accommodations including the provisions of informational material in an alternative format for a disabled person to be able to attend this meeting. Albany School District phone number (608)862-3135.
The Board President will announce, “to comply with the Open Meeting Law, “a tentative agenda was sent to the Brodhead Independent Register newspaper, radio station WEKZ on **February 7, 2020**, which is more than twenty-four hours prior to the meeting date. Due to this fact, the agenda that was published in the newspaper may have been altered. An up to date agenda is available on the District’s Website: <http://www.albany.k12.wi.us> and at the following locations in the District: the Albany Post Office, Town Bank, on the North and East doors of the school, and on the official notice board in the main hallway near the District Office on **February 7, 2020.**”
This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in the agenda.
5. **APPROVAL OF AGENDA** - Motion made by Monson to approve the agenda as presented, seconded by Kopp. Motion carried 7-0
6. **CONSENT AGENDA - Clerk’s Report** - Approval of the Regular Meeting Minutes of January 13, 2020 as printed.
A. Financial Report - In board packet
7. **CITIZENS' REQUEST TO BE HEARD** - None at this time
8. **CORRESPONDENCE**
A. Student Council Report - Haley Knauf reported that the student council was not going to be doing the Crush cans for Valentines that they are in the process of planning a trip in May.
B. FFA Report - None at this time
C. Community Center Report - None at this time
D. Website Update - None at this time
9. **TREASURER’S REPORT**
A. Fund Balance Report
B. Budget Status
C. Budget Notes and Comments

10. ADMINISTRATIVE STAFF REPORTS

A. Elementary Principal's Report

February 2020

Maynard the Mallard came to the January PBIS assembly to promote a reading program that will culminate in students and parents attending a Mallards game in June.

January 20 was a full day PD. All teachers learned about sex trafficking in the morning. Many teachers were certified in CPR in the afternoon. Teachers who were not involved in CPR training worked on their grades, classes and midyear SLO's.

On January 24th children with January birthdays enjoyed lunch at the birthday table with Mrs. Gregerson.

The February character trait is Relationships. Mrs. Gregerson provided a packet of lessons and activities dealing with healthy relationships. There was an assembly on February 7th. This was also the 100th day of school so students dressed like they were 100.

Elementary teachers have working on a book study with the Fundamental Five which Mr. Trow Literacy Project is based on. They had a very good conversation about how they are using critical writing in their classrooms. Several ideas were shared that others intend to try.

Elementary teachers took a deep dive into the data on February 5th. Students are placed on the data wall in categories of Minimal, Basic, Proficient and Advanced using several data points. Mrs. Everson further analyzed the data to indicate every student who moved up or down into a new category. We then compared that data to current STAR data. Mrs. Gregerson had created and distributed STAR data graphs on January 29th and SLO midyear STAR data was added to a google slide by Mrs. Dillon. We also examined student who are on the cusp of moving up to another category. We had 19 students move up into a new category and four students move from proficient to basic. Data driven conversations like these help us concentrate on effectively teaching students and helps raise test scores for our students.

The Testing committee has been meeting to get ready for Forward and ACT so that students have incentives and a good breakfast to do their very best on the tests.

Read Across America is coming up and a committee has been working hard on plans.

Dam Near Home Coyote hunt raised \$8200. \$4000 is going towards scholarships. Mrs. Gregerson is gathering ideas from the teachers for the rest of the money. Thank you to the Dam Near Home for their support of Albany Schools.

B. Superintendent's/Principal Report

Out of the building: Wednesday Feb 12 - meeting in Monroe 1:00

Discipline Report for January 10th - February 10th:

Internet Misconduct 1

Racial Harassment 1

Bullying 1

Insubordination 1

Events since last Board Meeting:

FBLA - Future Business Leaders of America

There was a total of 18 students that participated at FBLA Regionals at Waterloo High School. Some took online tests, some had to actually go to regionals for testing or to present. We took 9 students to regionals. The top three places go onto state. When everybody's totals were added up, we will be having 1 student, Rylie Gough, attend FBLA at state on March 30 and 31. State will be in Madison at the Alliant Energy Center. Rhylie took 2nd place in Public Speaking. We also had three teams that finished in 4th place - so close. There was a total of 21 schools that participated and small Albany was competing against schools like Madison Memorial, Middleton, and Sun Prairie. A great job by our Albany FBLA Comets!!!

End of the semester

The number of failing grades for middle and high school was reduced significantly. I have stressed consistently about contacting home if students are failing. We agreed as a site team that teachers are to contact home regarding missing assignments and to coordinate how these assignments are made up. At this time credit recovery will be less during the summer with more focus on skill improvement for those that attend summer school for secondary students.

Wisconsin State Education Convention in Milwaukee January 22-24

I attended two days in Milwaukee. Wednesday January 22nd, I went to a Baird Conference in which I learned how to apply what we are currently doing to our financial numbers. I also feel we are becoming more knowledgeable on how to utilize the model moving forward. The presentations focused on each area of common expenditures and to create a plan as a district moving forward using these numbers. I felt good knowing we are working on developing

budgets in many of the areas addressed at this conference. When I arrived, I started with no plan and was given no plan by the previous administration. I am learning the budgeting process but I know we are headed in the right direction with the direction of Paula and Shari.

On Thursday I went to a session on Compensation Models but it was not what I wanted to learn. The focus was similar to the Baird Conference which directed districts to develop budgets in each area and follow through with real numbers in the model. This session was more general accounting for the major expenditures a district will need to budget for.

Scheduling Meetings

Ms. Schulz continues to meet with students to discuss schedules, credits and graduation requirements. She will have met with all high school students prior to spring break. We will be gathering music and band numbers for the middle school students as well to provide parents with more details regarding expenses and to allow the school to be more accurate when developing the schedule.

ACT letter included in Packet

We will be providing more details once the March 3 daily schedule is set. Elementary Students will not be impacted. Once the exact schedule is set the details will be sent out to all families for high school students. Juniors will be dismissed to go home after they have completed the ACT between 12:30 and 1:00. All other high school students will be dismissed at a similar time. There will be college visit opportunities on this day for freshman and sophomores; scholarship, job application work, and resume writing for seniors. General information was placed in the February newsletter.

Green County Superintendent Meeting/PAC meeting Whitewater

We discussed compensation models for both professional and support staff. All of these districts were different in what they provided. A spreadsheet will be created for hourly pay for various support staff. We had policy conversations on how districts compared on various topics. These meetings are valuable to gain an understanding of what our surrounding districts are handling various issues.

C. President's Report

11. REGULAR BUSINESS

A. Senior Class Overnight Trip to St. Louis – May 2020 -

Nathaniel Ross, Haley Knauf and Mckenna Overland presented Itinerary includes: Arch Amp Up Action Park, Dinner (Sugar fire Smoke House) “the loop” St. Louis Zoo Escape Challenge. The hotel is Home2 Suites by Hilton St. Louis/Forest Park. Chaperones - James Schwab, Jill Schott, Brandon Bakken, Amy Wolter. Handbook guidelines for student misconduct will be followed Bag checks Waivers and contract. 13 of 18 class members have submitted deposits of \$40.00. Class members may be reimbursed from fundraising efforts this spring. Food costs along the trip for each student may be \$30.00. The rest of the expenses will be covered by the class through deposits and previous fundraising efforts. Motion by Seitz, seconded by Johnson to approve senior overnight clip trip to St. Louis. Motion carried 7-0

B. Wrestling Co-op Update Wrestling - Mr. Doescher was there and gave us an update of wrestling co-op with Parkview. At this time, the co-op has been approved by the TRAILWAYS CONFERENCE & PARKVIEW HS. Final step is final approval by our school board and then we will send the paperwork to the WIAA. Motion was made by Kopp, seconded by Johnson to approve the wrestling Co-op with Parkview school district. Motion passed 7-0 Mr. Doescher also updated the board on fundraiser happening this Thursday and Friday night at girls' and boys' basketball games with silent auction items and a 50-50 raffle and the proceeds would go towards Mrs. Ryan's family

C. Acceptance of Gifts - \$250 from Albany Education Foundation to MS Student Council. \$50 Donation for Community Center Work out Room. Motion by Anderson, Seconded by Monson to accept the two donations to the school. Motion carried 7-0

D. Literacy Project Update - Mr. Bakken was there to update us on the literacy project update this Wednesday, February 12 there will be around 25 to 30 step nearby staff here. They will be going into classrooms during fourth hour and seventh hour and they will be going into seven or eight classrooms doing observations and then meeting with the teacher afterwards to ask questions and to collaborate together for the program.

E. Approval of Board Policy Updates – Neola - Connie Gregerson updated the board after the policy meeting in regards to the over 80 policies that need be updated to coincide with the new books that when the handbook that was approved for professional staff and the support staff handbook that is in the process of being put together. Motion to adapt policies as presented by Seitz, seconded by Monson. Motion carried 7-0

F. Support Staff Handbook Update - Discussion was held and will be continued in Closed meeting following regular meeting.

G. **Administrative Hiring Process** - Mr. Trow presented Process for hiring

Principal position (this position will be posted and hired first)

Post on WECAN - 4 weeks - assess what has been received - repost if necessary

Input on Questions to be used from Staff - Superintendent finalizes questions

Superintendent with Staff and parents screen applicants to interview

Interview Candidates and present finalists to the board

Final step - board interview along with Superintendent

Process for hiring Dean

Post on WECAN - 4 weeks - assess what has been received - repost if necessary

Input on Questions to be used from Staff - Superintendent finalizes questions

Superintendent/Principal Screen applicants

Interview Candidates and bring to the board for approval

H. **Facility Planning Update** - No update currently as the meeting was cancelled. No action taken

I. **Fund 21 and Playground Improvement** - Update was given on the plans for the playground updates and the next step is for the bids to finalized and meeting with two companies.

J. **Copier Lease Update**

GFC Contract Discussion was held no action was taken we will continue with the lease.

- If we pay off now, we would only save \$3500 roughly. (\$49200 total for lease, already paid \$15580, payoff would be roughly \$30000)
- Decided to push GFC more for service/toner/etc. to get service out of them and ride out lease for now.
- At the End of the GFC lease will be to create a hybrid battle plan. Focus more on the ala carte maintenance.

Technology Update Proposal Clever Touch \$3025 (5) \$15125

- Crain/Cashman/Freitag/Brewer/Speckman-Clever Touch
 - Health Room Clever Touch will go to Art room 75" TV's \$940 (5) \$4700
 - 2 for Commons, 3 left to distribute
 - Tech Ed - Bryce Broughton
 - Ag Room - Haley Koehn
 - HS Science - Amanda Ryan
 - Ag's Clever Touch will go to Schwab
 - There are other TV's around this building we can use if need be Chromebooks - CDW \$14,940
 - 40+10 (Board) Chromebooks pricing @ \$283*40= \$11320 /\$327*10= \$3270 + Possibly 10 Cases @ \$35 \$350
- The above should get us into next year, replacing Chromebooks & start replacing the Smart boards. We also will be starting to discuss in the next few weeks a Tech Plan going forward. Kubesh made the motion to accept the proposal presented as the updates will be covered by Rural Energy grant, seconded by Kopp. Motion carried 7-0

K. **Board Governance Structure** - Mr. Elliott presented the board with changing the way we have our board committees. The board with appoint a chairperson for each committee and all meetings will still be posted in case the there is a quorum. The new structure is:

Budget Finance - chairperson is Phil Kubesh

they are meeting at 6 PM before the March 9th school board meeting

Buildings and grounds - Chair person is Adam Kopp

The next regular meeting will be Tuesday February 18th at 3 PM

Technology - Chairperson is Justin Monson

no meetings are set

Collaboration/sunshine - Chair people Valerie Johnson and Sherri Seitz

Next meeting is Monday, March 2 at 3:30

Policy - Chairperson is Carrie Anderson

Meeting before June but nothing set at this time

Strategic Planning - Chairperson is Phil Kubesh

No meetings that at this time

The education foundation appointee – Adam Kopp

Village appointee - Adam Kopp

CESA Representative – Valerie Johnson

There will be no curriculum committee

- L. **Joint School Board Meeting** - The board will be attending the annual joint board meeting on Wednesday March 25, 2020 at 7:00 at the Blackhawk School District. Mr. Trow would like to host this meeting next year. No Action was needed
- M. **Hiring / Resignations / Retirement** - None at this time. Johnson did ask about the two baseball coaching positions and Mr. Trow stated both coaches were hired by Monticello School District. No action needed
- 12. **BOARD MEMBER COMMITTEES** - See Item K in Regular business for updated meetings
 - A. Sunshine Committee Report
 - B. Technology Committee
 - C. Building and Grounds Committee
 - D. Strategic Planning
 - E. Budget & Finance
 - F. Collaborations
 - G. Policy
 - H. Curriculum No longer needed
- 13. **BOARD MEMBER COMMUNICATION –**
 - A. **Future Agenda Items**
 - Acceptance of gifts (dam near home)
 - Update on administrative hiring process
 - Amendment on budget (I am not sure on that but Phil asked for it to be on)
 - Fund 21 and playground improvement update
 - Update on joint school board meeting at Blackhawk Wednesday, March 25 at 7 PM
 - Facility planning update
 - Update on support staff handbook
 - B. **Future Meetings –**
 - March 9, 2020** – Regular Monthly Board Meeting
 - April 13, 2020** – Regular Monthly Board Meeting
- 14. **ADJOURN TO CLOSED SESSION** - The Board President will announce, “At this time I will entertain a motion to adjourn to Closed Session under the provisions of Sections 19.85(1) for considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, under Section 19.85(1) (f) to discuss personnel matters that require a Closed Session.”

Motion by Kopp, seconded by Monson to adjourn to closed session at 9:10 p.m. Motion carried 7-0 by roll call vote.

Carrie Anderson	Yes	Steve Elliott	Yes	Justin Monson	Yes
Phil Kubesh	Yes	Valerie Johnson	Yes		
Sherri Seitz	Yes	Adam Kopp	Yes		

- A. **Approval of Minutes:** Approval of Closed Session Minutes of January 13, 2020 and January 27, 2020 as printed/amended.
- B. **Support Staff Legacy Compensation Package Concerns** (I, D)
- C. **Staff Concerns** (I, D)
- D. **Administrative Contract Update** (I, D)

15. **RECONVENE IN OPEN SESSION**

Motion by Kopp Seconded by Monson to reconvene to open session At 10:19 p.m. Motion carried 7-0 by roll call vote.

Carrie Anderson	Yes	Steve Elliott	Yes	Justin Monson	Yes
Phil Kubesh	Yes	Valerie Johnson	Yes		
Sherri Seitz	Yes	Adam Kopp	Yes		

A. Potential Action on Support Staff Legacy Compensation Package Concerns -

Monson made a motion to approve the same package written with definition according to the Wisconsin Retirement System or 20 years of service, seconded by Seitz. Motion carried 7-0

B. Potential Action on Administrative Contract - Motion was made by Kopp and seconded by Monson to approve the Administration contract for Principal as presented in the board packet. Motion carried 7-0

16. **ADJOURNMENT** - Motion made by Johnson seconded by Seitz adjourn. Motion carried 7-0.
Meeting adjourned 10:29 p.m.

Valerie Johnson, Board Clerk

Steve Elliott, Board President