

**SCHOOL DISTRICT OF ALBANY
BOARD OF EDUCATION
REGULAR MEETING MINUTES
March 9, 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 Elliott at 7:06p.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	t	Student Council Rep	Absent	

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 **March 6, 2020**, which is more than twenty-four hours prior to the meeting date. 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 **March 6, 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, seconded by Seitz to amend the agenda by tabling the staff handbook update. Motion carried 7-0

6. CONSENT AGENDA - Clerk’s Report - Motion by Seitz, seconded by Monson to approve the Regular Meeting Minutes of February 10, 2020 as printed.

A. Financial Report

7. CITIZENS' REQUEST TO BE HEARD - None to be heard at this time.

8. CORRESPONDENCE

A. Student Council Report - None at this time

B. FFA Report - No report given at this time

C. Community Center Report - On Tue, Feb 25, 2020 at 1:27 PM Rhonda Flannery wrote:

Upcoming classes/events : Robotics, legos class, chess class, Karate class will restart April and Volleyball March and April Wednesday nights. Talked about Hooked on Fishing - had about 90 kids last year will plan in 100- 120 this year. Need to start getting prizes and donation letter out. Date will be June 6th. We will need to look into a new fridge, ping pong table and treadmill. Next meeting March 24th

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 - March 2020

Students enjoyed exchanging treats and Valentine’s on February 14. Classrooms had parties in the afternoon. Exchanging Valentines is a great way to show kindness not to mention a great way to practice handwriting.

On February 19 students who have birthdays in March enjoyed lunch with Mrs. Gregerson.

Elementary teachers participated in two Math webinars during in-service on February 21. One was for Into Math textbooks from HMH and one was Bridges. Bridges is used successfully in both Parkview and Evansville. Into Math is the newest textbook from HMH. Go Math is published by HMH and they are not going to do an update of the 2015 Go Math. They will have 2 more presentations over the next few weeks. Teachers are filling out evaluations for each of the series.

In the afternoon during the Feb. 21st in-service all teachers listened to a Compassion Resiliency presentation.

Elementary Teachers also took some time on Feb. 21st to switch students around for another round of WIN. The 3rd and 4th graders continue to do test prep for the upcoming Forward test.

FFA week was the last week in February. Elementary students enjoyed FFA trivia, Free Milk, a coloring contest and the Ag-Olympics. Mrs. Koehn and her students did a great job!

Truffala trees decorated the ramp to the Elementary School to celebrate Dr. Seuss Week. Students played Dr. Seuss Bingo, enjoyed dress up days and learned more about this beloved author. Students 4K-12th participated in a "Read In" in the Library on Monday. This is a personal favorite of mine since our big students and little students work together and read. The middle and high school also participated in a graphing activity of their favorite Dr. Seuss book in the High School Hallway. Mrs. Everson and the elementary team did a wonderful job organizing this. The March character trait is communication. Teachers were given a packet of classroom activities to do with their classes about body language, gossip, and getting your message across to your listener.

B. Superintendent's/Principal Report - March 2020 Superintendent Report

Out of the building

March 10 11-1 - Principal meeting Six Rivers Belmont
 March 24 12-2 Superintendent meeting Six Rivers Belmont
 March 16 -20 Vacation

Discipline Report February 10 - March 6

Endangering Health and Safety	2
Interfering with the Educational Process	2
Inappropriate Language	1

Girls Basketball & Hockey Season

The Albany HS girls basketball team finished a season for the ages. Many accomplishments took place that haven't happened since 2002. The LADY COMETS finished the season with an overall record of 18-7. They also finished in a tie for 2nd place with a 9-3 conference record. The highlight of the season was an upset 2nd round victory over #9 ranked Shullsburg with the opportunity to play Fall River for a regional championship.

***1st 18 win season since 2002.

***Highest finish in conference since 2002.

***1st time to a regional championship since 2002.

The Rock County Fury girls hockey team also had a memorable season. Led by Albany players Haley Knauf & Alyssa Knauf the Fury were CONFERENCE CHAMPIONS, REGIONAL CHAMPIONS, & SECTIONAL CHAMPIONS. The Fury will play in the state hockey tournament on Thursday, March 5th vs. Middleton Metro Lynx. Congratulations to Haley & Alyssa on such amazing accomplishments.

Solo and Ensemble

On Feb 15th Albany music students attended solo and ensemble. Out of 36 entries Albany music students for bought home 34 ones

The following students also qualified for state solo and ensemble:

Haley Mueller-trumpet solo, musical theatre solo

Marques Flood- vocal solo

Jared Brewer-alto saxophone solo

Quill Lent- vocal solo, musical theatre soloThey perform at Whitewater on April 25th.

Math Meet 2/19

The Albany Math team won 1st place at the 6 rivers math meet besting rival school Juda! Medalists included:

Linsey Mueller (Level 1, Top 16), Caden Maire (Level 1, Top 16), Kaiya Zurfluh (Level 1, Top 8)

Rhylie Gough (Level 1, 2nd place), Adrian Cutrano (Level 1, 1st place), Brandon Janes (Level 2, Top 16)

Haley Mueller (Level 2, Top 16), Marques Flood (Level 2, 4th place), Nathaniel Ross (Level 2, 2nd place)

Forensics

Between February 19th and February 24th, we took a total of 12 students in 10 categories to Subdistrict Competitions. Thanks to their hard work, all 10 entries qualified for the next round of competition, District, which will take place on Monday, March 9 in Deforest.

Haley Mueller, Linsey Mueller, , Caden Maire, Ivy Horn, Rhylic Gough, Salynne Pendergrass, Quill Lent, Sam Patchen Aveyrey Marean, Branden Ruthe, Camden Pryce, Cecilia Larson

Professional Development - February 21st

In the morning secondary staff worked on documenting their curriculum using content standards. In the afternoon all teachers listened to a presentation on resiliency.

FFA Week

February 24- 28 was National FFA Week! We celebrated everyday with dress up days and different activities. Some of the activities included: Kickball during lunch everyday, find the emblem search through the school, the FFA officers made staff breakfast on Monday, on Thursday the Klitzman's donated milk for the whole school and the FFA members handed it out to the elementary and during lunch for the middle and high school, on Friday we had Ag Olympics during flex. Ag Olympics consisted of the different grades playing games against each other, like a wheelbarrow races and a whipped cream pie contest. To end the assembly we had a "kiss the pig" contest where Ms. Ryan had to kiss a piglet! We had students put money in buckets all week about which teacher should kiss the pig and at the end of the week Ms. Ryan had the most money, all the proceeds are going to buying items for the Green County Humane Society. It was a great week with a lot of fun!"

Summer School

Information related to summer school will be brought to the next board meeting. We are meeting as an admin team next week to discuss the schedule, structure and possible costs for materials and staffing. All of this information will be brought to the April board meeting.

Scheduling

We have met to discuss scheduling for next year for the building. We are determining sections for grade levels and what courses may/may not be offered next school year. Ms. Shulz in the process of meeting with the current eighth grade and freshman to develop schedules for next school year. We will have band and choir numbers for middle school to allow for more efficient scheduling.

Principal Hiring Update

The rating of candidates has begun. I have also contacted a few references related to a few of the candidates. I always prescreen to save time and effort once we begin to narrow down our candidates. We have a good number of candidates who have applied. Please remember that this entire process is confidential. I don't want this process tainted in any way. Once we meet after the break I will send you a list of questions for both rounds of interviews. We will be setting dates, times and the actual process of the interview. If you know of some questions you want to be considered please send these to me so I can bring these to the team.

Pandemic Policy

We are working on establishing a draft policy/procedure to bring to the policy committee and the board. Lisa has been working with Parkview to create a draft policy. I have received templates from WASDA and the WIAA to work from. Currently the district does not have a policy related to a pandemic situation. We will be sending out something to district families through our student newsletter related to communicable diseases next month.

C. **President's Report** - None

11. **REGULAR BUSINESS**

(I=Information, D=Discussion, A=Action)

- A. **Girls Hockey Co-op Renewal** - Motion by Kopp, seconded by Johnson to approve the girls Hockey Co-op for the 2021 - 2022 school years, motion carried 7-0 **(I, D, A)**
- B. **Extra Duty Pay** - From Mr. Doescher: The winter season is coming to an end for athletics and extra-duty hours will be turned in for work such as: Admissions, book-keeper, scoreboard operator, announcer. These hours have been paid at \$10.00 per hour. In past years, prior to this year, those hours were paid out as AP checks. For instance, if a person worked 40 hours they would get a check for \$400.00. (\$10.00ph X 40 hours = \$400.00) Very simple math for you to figure out. With the accounting/book-keeping getting straightened out, extra-duty hours are now paid through/as payroll. Since it is now payroll, social security and retirement are taken out of those hours. When in the past extra-duty working hours were the equivalent of \$10.00 per hour, they are now around \$8.50 per hour because of the retirement and social security taken out. (We have went backwards)

I am proposing that starting next year we pay those extra-duty hours at \$12.00 per hour as payroll so that workers are clearing at least \$10.00 per hour like they did in the past. Please keep in mind that all of the athletic extra-duty hours are at night time and many times go until 9:00pm. I wanted to bring this up so that something could be put in place for the next school year. Motion was made by Kopp, seconded by Monson to increase the pay to \$12.00 per hour for extra duty pay. Motion carried 7-0 **(I, D, A)**

C. Acceptance of Gifts - None at this time, no action was taken **(I, D, A)**

D. Budget Amendment - Shari Berget presented the board with the budget amendment. Motion by Kopp, seconded by Monson to accept the budget Amendment as presented and motion carried 7-0 **(I, D, A)**

E. Support Staff Handbook Update - **No discussion held as item action tabled (I, D, A)**

F. Update on Administrative Hiring Process (I, D)

G. Facility Planning Update - Building & Grounds Committee Meeting notes shared by Mr. Trow

February 18, 2020 3 pm

Summer Projects listed at the bottom of the notes

Total costs and recommendations are at the end of the notes from this meeting

-Media/Study Hall room-Need approval from Board & B&G

Next year book shelf instead of cabinets

-Freitag & Gentilli fine with either

-Both said tables/chairs

-2x5 ft tables & kids chairs need to purchase

-Freitag's room will just move/need items for Gentilli's

-@\$2000 vs \$9400 for cabinets

-Locker Rooms-Need approval from Board & B&G

-Locker room lockers YES \$14,100

-Locker room bathroom partitions \$665

-Totaling \$14765

-Hallway Lockers-Need approval from Board & B&G

-\$12010

-Elem Rooms-Need approval from Board & B&G

-\$30,185

-Cabinets/Flooring 6 rooms

-Gentilli-Shelving Unit only \$1379

-Ude-Bottom Cabinets w/sinks & VCT flooring \$5000

-Searls-Bottom Cabinets/shelves/Countertop/Armour (Speckmans) \$4975

-Nettesheim- bottom cabinets w/sink/Floor Gravity (Brewers) \$11000

-Hanson-Lower cabinet along the long wall, remove that sink. Add small cabinet with Sink \$6462

-Elem Breakroom-Floor Gravity \$1369

-\$3000 per room to fix electrical (Summer of 2021) adding 3 more outlets per room

(Amount is not included in Total above)

-Computer Lab Carpet-Need approval from Board & B&G

-\$3650

-Ahrens

-Replacement of the A/C unit above Big Gym \$7360

-Diagnosing \$7125

-Seal Coat Gym Floors-Done Every Year just a FYI

-2 Coats \$3000

-Week of July 13th coming

-ISS Rooms -\$13000

-Shop Doors-Scheduled to replace 2/21-\$5501

Total of all Projects to be done. Use 19/20 Budget

\$2000 Shelves

\$14765 Locker rooms

\$12010 Hallway Lockers

\$30185 Elem Rooms

\$3650 Computer Lab Carpet

\$7360 A/C Unit

\$7125 Diagnostic of HVAC

\$3000 Seal Coat Gym Floor

\$5501 Shop Doors

\$13000 ISS Rooms

\$98596

-Playground

-Schlittler-\$12,250

-Sager Fencing-Quote All New + remove old fence and maybe able to use some of the old \$10280 at the most.

-Tree Removal \$3000

-DP Concrete - sidewalk \$

-Ronek sidewalk bid \$2972

-\$3500 for John for General Fee to head up the project. 50% of this fee will go towards our project total

-\$32,002

11 of these items - were discussed at the B & G meeting

Total of all Projects to be done. Use 19/20 Budget

\$2000 Shelves

\$14765 Locker rooms

\$12010 Hallway Lockers

\$30185 Elem Rooms

\$3650 Computer Lab Carpet

\$7360 A/C Unit

\$7125 Diagnostic of HVAC

\$3000 Seal Coat Gym Floor

\$5501 Shop Doors - completed - safety issue - replacement ASAP

\$85,596 - These items need to be approved to purchase and to schedule projects

\$13000 ISS Rooms - a final number/plan should be determined week of March 9th (I, D, A)

- H. **Approval of Summer Building Projects** Discussion was held about projects and cost of summer projects. Motion by Kopp, seconded by Monson to approve the summer projects as presented to the board. Motion carried 7-0 (I, D, A)
- I. **Joint School Board meeting** - Meeting will held at Blackhawk School District on Wednesday, March 25, 2020. No action needed. (I, D)
- J. **Hiring / Resignations / Retirement** No discussion or action taken as none presented at this time. (I, D, A)

12. BOARD MEMBER COMMITTEES

- A. **Sunshine Committee Report** - Sherri is working to do Honorary Diploma.
- B. **Technology Committee** - Need to set time to meet with Tyler
- C. **Building and Grounds Committee** - Meeting By weekly on Mondays at 2:00p.m.
- D. **Strategic Planning** - None at this time need to plan before summer
- E. **Budget & Finance**
- F. **Collaborations** - Monday April 6, 2020 at 3:30 handbook update
- G. **Policy** - nothing at this time need to set in June

13. BOARD MEMBER COMMUNICATION –

- A. **Future Agenda Items**
- B. **Support handbook**
- C. **Dates for May /June activities**
- D. **Building and Grounds updates**
- E. **Administration hiring process update**
- F. **Election**
- G. **Future Meetings –**
April 20, 2020 – Regular Monthly Board Meeting
May 11, 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 Monson, Seconded by Kopp to adjourn to closed session at 8:35p.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:** Motion by Seitz, seconded by Kopp for to approve Closed Session Minutes of February 10, 2020 as printed.
- B. **Student Concern** No Action was taken (I, D)
- C. **Staff Concerns** No Action was taken (I, D)

15. **RECONVENE IN OPEN SESSION**

Motion by Seitz, Seconded by Monson to reconvene to open session at 9:05p.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		

16. **ADJOURNMENT** - Motion made by Kopp, seconded by Seitz to adjourn. Motion carried 7-0. Meeting adjourned at 9:08p.m.

Valerie Johnson, Board Clerk

Steve Elliott, Board President