



**SCHOOL BOARD
MEETING – July 19, 2021
– 5:30 P.M.**

CALL MEETING TO ORDER - Bunton called the meeting to order at 5:30 p.m.

ROLL CALL - Present - Gartzke, Bernard, Bunton, Marquardt, and Van Der Geest. Also present - Villalobos, David, Dropik, Howe, Quill, Shattuck, Tomich, Bagin, Snyder, Wolski, and Hartlmeier.

PLEDGE OF ALLEGIANCE - The Pledge of Allegiance was recited by all present.

AGENDA VERIFICATION - Motion by Gartzke/Bernard to verify the agenda as presented. Motion approved 4-0.

CONVENE INTO EXECUTIVE SESSION, PURSUANT TO WISCONSIN STATE STATUTE 19.85 TO DISCUSS AND TAKE POSSIBLE ACTION ON:

Adjourn into executive session in accordance with: Wisconsin Statute 19.85(1)(c) to consider the employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

Motion by Bernard/Van Der

Geest to convene into Executive session at 5:30 p.m. Motion approved by roll call vote, 4-0.

RECONVENE INTO OPEN SESSION -

Motion by Van Der Geest/Bernard to reconvene into open session at 6:25 p.m. Motion approved 5-0.

PUBLIC COMMENTS - No one addressed the board.

CONSENT
Approve of Accounts Payable Vouchers 5/15/21 - 6/18/21

Approve of Accounts Payable Vouchers 6/19/21 - 7/18/21

Adopt the Wisconsin Academic Standards for use in HHASD

Approve of the NEOLA Annual Notices Update

Approve of UW-M Superintendent Practicum Student

Approve of Hiring Cayla Pazen as the RMS Band, Orchestra and General Music Teacher

Approve of Hiring Cassaundra Eggold as the RMS 5-6 Special Education Teacher

Approve of Hiring Anne Zabel as the FLES Music Teacher

Approve of Hiring Christina Byerly as the 4th grade teacher at FLES

Approve of the Resignation of Ms. Holly Bauer

Approve of the increase to district cyber insurance, retroactive to July 1, 2021

Approve of the June 7, 2021 Board Meeting Minutes

Approve of the June 7, 2021 Executive Session Minutes

Approve of the June 21, 2021 Board Meeting Minutes

Approve of the June 21, 2021 Executive Session Minutes

Motion by Gartzke/Bernard to approve of consent agenda items. Motion approved 5-0

REPORTS

Board President - Bunton stated she would forego her report.

Administrator - UW-W Field Experiences Agreement - Villalobos thanked all for joining the meeting. Villalobos stated the district has had successful partnerships with universities for student teachers. Due to the pandemic, the state made allowances for student teachers to be utilized as substitute teachers. The district will continue the relationship with UW Whitewater which gives the district a choice whether placement of student teachers occurs.

UW-M Practicum Student - Villalobos introduced Jason Dropik, the UW-M Practicum student. Dropik greeted everyone in Ojibwe and provided a background on

himself. Dropik thanked the board for the opportunity to work with the district, the help in completing his internship and practicum, and will be with the district through the semester.

Summer School Summary - Shattuck reported that the district ran a shorter two-week program and still offered something for all students. Shattuck is compiling the summer school data for the state report that is due in September.

RMS Schedule Update - Quill stated the district will not be changing the proposed schedule. However, Quill and Shattuck reviewed the FLES and RMS schedule to determine when music lessons could be offered by the new music staff. Quill reported that 5th grade would be offered lessons during resource time, 6th grade will be offered lessons during lunch and recess time, and 7th and 8th grade lessons will be offered during resource time. Quill commented that this scheduling was done in an effort to eliminate after school lessons and to have music staff possibly switch schools in the morning and afternoon in order to offer lessons.

St. Augustine School, et. al. v. Superintendent Taylor, et. al. - Howe stated that on July 2nd the district received information from the attorney regarding the lawsuit with St. Augustine School and the transportation issue. Howe provided a brief history on the state statute for private

school student transportation within a public school district's enrollment area. Howe also provided a summary of the lawsuit. Howe stated the court's determination is that it is in agreement with the district's position overall and the district did not violate anyone's rights. Howe noted that the case is still ongoing and the district has legal representation coverage through its liability insurance.

Smart Thinking Foundation Grant -

Villalobos stated that in June she applied for three grants through CESA 6 in Tomich's, Shattuck's and Quill's names. They were awarded a \$500 grant for co-teaching and differentiation; Tomich is taking the lead on the co-teaching grant received from CESA 6.

Correspondence re: WI State Law and Instruction on Cultural Diversity - Last week Villalobos received an ACLU letter concerning what school districts are required to teach. Villalobos stated that the district is following the state statutes and read the statute for all present. Villalobos remarked that this qualifies as a high level issue and that DPI requires certain subjects be taught to students that concern race. Molly Snyder asked how she would view the curriculum. Villalobos will share the policy on this with Molly Snyder.

Facilities/Construction Update - Villalobos remarked that during this

time of year school districts work diligently to get building repairs and cleaning done on schedule. Due to the pandemic there are district items that are backordered, vendors are booked out, but our projects are still being finished and progress is being made at both school buildings.

Villalobos also shared the news article received today about Wisconsin Public Schools being rated 7th best in the nation. Villalobos cited the article's rating scores in different determination categories.

DISCUSSION

Debrief the High Performing Board Training from June 21, 2021 - Bunton reiterated the board training held during the last meeting and asked for board comments on the training. Bunton remarked that this training was a nice reminder of board responsibilities and the overview of CESA 6 services provided. The district benefits from CESA 6's support and the high level and low level board oversight really resonated with her. Van Der Geest felt the training was really grounding, she took a lot away from the discussion, pondered the engagement of the community discussion, suggested senior partnering, reporting due dates, and being mindful of productivity. Gartzke agreed and noted that numerous people in the community have helped the district already. Gartzke appreciated the above and below the line

board governance discussion. Marquardt echoed Van Der Geest's comments regarding community, liked the suggestion of celebrating things more during meetings, and stated that overall it was a fantastic presentation. Villalobos reviewed a survey on board operations for the board to complete prior to August 9th. Villalobos will disaggregate the results and assist the board in conducting a gap analysis.

Continuous Improvement Action Plan Overview of Recommended Updates -

Villalobos provided a synopsis of the continuous improvement plan that was created since the district was consolidated. The plan is a living plan that has updates made on a yearly basis. Villalobos reviewed the plan's four pillars: Learning & Academics, Operations & Finance, Engagement & Communication, Safe & Orderly Schools and the current and proposed improvements. Villalobos asked for board opinions on the proposed updates. Shattuck and Quill shared the assessments used to determine achievement percentages in the plan. Gartzke questioned the percentage of students attending HUHS courses. Villalobos stated that Quill is looking at that and the number could change based off information received from the high school as well as our own longitudinal data. Marquardt asked Villalobos to reiterate percentages and the weight of percentages in each area. Villalobos

informed all that each pillar is weighted evenly.

2021/22 Parent/Student Handbook - Shattuck and Quill updated this handbook. Villalobos remarked that NEOLA writes the district policies and that attorneys have vetted the policies' language prior to this point. Shattuck and Quill compared last year's handbook to this new version to make sure everything in the old handbook is included in the new handbook. Shattuck and Quill cited certain notable revisions and additions to the handbook, such as illness guidelines, dress and grooming, conferences, option for virtual conferences, prescribed medications and unprescribed medications, code of conduct, tardy language, passes, charts for co-curriculars, courses, dress code, and bus transportation. Bunton asked if most updates align with the policies. Gartzke asked if the mask requirement was just a Riteway decision. Villalobos responded that, by law, people are required to wear masks on busses, but received email correspondence contradicting the wearing of masks. Villalobos will be attending a legal conference next week and will try to seek an answer on this issue.

2021/22 Employee Handbook - Villalobos compared the NEOLA updates to the current handbook and cited the changes that should be made to the handbook. Villalobos touched upon proposed

language updates, such as: pandemic related items, policy attachments, communication, change of command, staff ethics, unauthorized work stoppage, crowdfunding, fraud, vision information, virtual learning, tobacco use, child abuse policies, threats of violence, drug free workplaces, no CBD allowed onsite, employee expression, and terminology for the Leave of Absence policy. Board members and Villalobos discussed the terminology and what is included under that terminology. Members and Villalobos revised the current policy language that will be reflected in both the employee handbook and the leave information

Co-Curricular Handbook

-Villalobos reported that Kastner and Shelsta updated the handbook which included several new co-curricular clubs. A survey was sent to staff to gauge interest in advising a club or becoming a coach for the school year.

Fund 46 transfer - Howe informed members that the district has a Fund 46 long-term capital trust fund created to set aside money for those capital improvements. Howe noted that for the first five years of the fund's creation the district can not expend any funds from the trust. Howe also noted that the board determines on a yearly basis, in June or July, how much fund balance will be allocated to this. Howe warned that the district does not want to earmark all the fund balance money for Fund

46 and recommended \$200,000.00 be deposited. Any remaining fund balance will be put to an assigned fund balance for salary and benefit enhancements. Howe stated the money needs to be transferred prior to July 30th. Gartzke asked what the balance in Fund 46 is. Howe responded that the balance is currently \$2,000,000.00, that the district has spent approximately \$138,000.00 for capital improvements out of Fund 46, and another \$150,000.00 for capital improvements was spent out of Fund 10. Bernard asked if the district is limited in how much they can take out. Howe responded that the district is not limited and brought up the use of Fund 41 funds for capital improvement expenses.

2020/21 Budget

Adjustments - Howe informed all that she usually performs budget adjustments around this time for any decisions the board made throughout the year. Howe stated that districts do not have to do this and recommended no budget adjustments be made this year due to the pandemic. By not making the budget adjustments, the district retains the history of the significant financial events related to the pandemic that shaped this year's revenues and expenses.

2021-22 Cyber Liability Coverage Increase (retroactively effective 7/1/21) - Howe noted that the board had previously discussed and approved the

renewal of this liability line of coverage, but the coverage was not sufficient for the type of claims some school districts are experiencing lately. Howe recommended the district increase the line of coverage to ensure adequate coverage for the district. The increased line of coverage would be retroactive to July 1, 2021.

Seclusion & Restraint

Report -Tomich stated that this report to the board is done annually as per ACT 118 and board policy. Tomich provided an explanation as to what qualifies as seclusion and restraint. Tomich remarked that staff are trained on proper seclusion and restraint techniques. Bunton asked if the incidents were much higher than normal. Tomich explained that the district did have some new students transfer into the district this past school year. For some students coming off the pandemic paired with being in a new district may have caused an increase in the use of seclusion and restraint.

Pandemic Update Infographic: Schooling During 2020–21: Results from the National Survey of Public Education's Response to COVID-19, Return to School Planning Committee Schedule and Parent Sounding Board, Health Department & CDC information and updates

-Villalobos reviewed an infographic and noted that the data was studied more at the high school level than elementary level. Villalobos

stated that our district was fully in person and only 18% of school districts nationwide can say this. Villalobos reviewed the report with all present and cited that the district: exceeded the amount of teaching time, had more opportunities for education, the attendance rates were higher for in-person enrollment, we did experience some student loss, but the staff did a wonderful job continuing to educate students.

Villalobos reported that, although the regulations are decreasing now, the number of cases is starting to creep up. The district's area is at a moderate level. 46% of Washington County is either vaccinated or has received their first dose of the vaccine.

Villalobos reported that the CDC is much more restrictive in their safety measures. Villalobos pointed out that the health department suggested safety measures that are similar to the CDC but provides flexibility.

Villalobos stated that there will be three Return to School committee meetings held on July 26, July 28, and August 16th. The plans will be reviewed with the Board on August 9th and with the PSB on August 12th.. A survey, or at minimum, report of intended plans, will be sent to parents so that they are aware of plans for the new school year. Villalobos is optimistic that the parents and staff will come up with a plan. Molly Snyder asked how many parents signed up

for the meeting. Villalobos responded that the highest attendance was for next Wednesday and was in the 20s.

Discuss the Board Calendar

- Villalobos included the recommended meeting calendar in the board packet. Villalobos questioned the board on the meetings for the month of July and October. Board members agreed on the 2 meetings per month, to have one board meeting in July on the 25th, and to hold a meeting on October 20th in preparation for the annual meeting.

ACTION

Approval of 2020/21 Budget Adjustments - Motion by Van der Geest/Gartzke to approve of the 2020/21 Budget Adjustments. Motion withdrawn by Van Der Geest/Gartzke.

Approve of the 2021/22 Student/Parent Handbook - Motion by Gartzke/Bernard to approve of the 2021/22 Student/Parent Handbook. Motion approved 4-0.

Approve of the 2021/22 Employee Handbook - Motion by Van Der Geest/Gartzke to approve of the 2021/22 Employee Handbook. Motion approved 4-0.

Approve of the Co-Curricular Handbook - Motion by Bernard/Van Der Geest to approve of the Co-Curricular Handbook. Motion approved 4-0.

Approve of the Board Calendar for 2021/22 -

Motion by Gartzke/Bernard to approve of the Board Calendar for 2021/22 with the adjustment of 10/20 and 7/25 dates. Motion approved 4-0.

FUTURE AGENDA ITEMS:

School Safety Plan Review

Annual Bullying Report

ADJOURN - Motion by Bernard/Gartzke to adjourn at 8:20 p.m. Motion approved 4-0.

Respectfully Submitted,

Hope David