



**SCHOOL BOARD  
MEETING – May 4, 2020  
– 5:30 P.M.**

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

**ROLL CALL** - Present -  
Gartzke, Bernard, Bunton,  
Lear, and Propst. Also  
present - Villalobos, Carron,  
Laird, and David.

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

**AGENDA  
VERIFICATION** - Motion  
by Bunton/Bernard to verify  
the agenda as presented.  
Motion approved 5-0.

**CONVENE INTO  
EXECUTIVE SESSION,  
PURSUANT TO  
WISCONSIN STATE  
STATUTE 19.85 TO  
DISCUSS AND TAKE  
POSSIBLE ACTION ON:  
Real Estate - 19.85(1)(e)  
Personnel - 19.85(1)(c)**

Motion by Lear/Bernard to  
convene into Executive  
session at 5:32 p.m. Motion  
approved 5-0.

**RECONVENE INTO  
OPEN SESSION** -  
Motion by Lear/Bernard to  
reconvene into open session  
at 5:40 p.m. Motion approved  
5-0.

**PUBLIC COMMENT** - No  
one addressed the board.

**CONSENT AGENDA**

Approve of Mr. Laird's  
FMLA request

Approve of Ms. Emily  
Stousland as fourth grade  
teacher for 2020/21

Approve of updates to the  
Paraprofessional Job  
Description

Approve of the updates to  
Policy 5113 Open  
Enrollment

Approve of the updates to  
Policy 5421 Grading

Motion by Bunton/Lear to  
approve of the consent  
agenda items. Motion  
approved 5-0.

**Reports**

**Board President** - Gartzke  
wished everyone a happy  
Staff Appreciation Week.  
Staff had a lot to be  
thanked for; taking care of  
our children  
first-and-foremost. He  
participated in putting  
signs up and thanked the  
board for the manpower  
behind the sign delivery.  
Gartzke thanked Villalobos  
and Kastner for their  
behind the scenes work.  
He heard from a handful of  
staff members who  
appreciated the sign.

**Administrator -  
Grading and Report**

**Cards** - Laird and Carron  
provided a presentation of  
the current progress in  
essential learning  
standards. They surveyed  
and received feedback  
from parents on virtual  
learning; younger students  
need more support. The  
principals focused on  
reading, math and writing,  
and the essential learning  
standards. Enrichment  
courses are offered and  
there is support for all of  
the specials. Carron and  
Laird reviewed courses  
such as social studies and  
science, discussed aspects  
of mental health, and  
staying active and healthy.  
The grading codes of PR -  
Proficient, DV -  
Developing, INC -  
Incomplete, and NG - Not  
graded were noted. They  
described the qualifiers for  
those marks. NG is not an  
area of focus right now.  
Some students have a hard  
time with virtual learning  
and teachers are providing  
multiple opportunities and  
learning environments,  
recommending taking  
summer school enrichment  
to provide teacher support  
hopefully in person.  
Several things happen  
prior to getting an  
Incomplete; teacher and  
principal contact and the  
local deputies conduct well  
checks. The first round  
was completed over the  
weekend and three out of  
four families reached out  
to staff. Carron remarked  
that the middle school  
grading morphed and

changed. The modified version of grading A, B, C, and I. "I" can be rectified if students enroll and take summer school. Carron explained the rationale behind the marks and the offering of summer school. The hope is to set-up a staff member in a one-on-one or small group setting to give students an opportunity to turn in work and adjust their score. Class citizenship grades were discussed and how well the grades fit into digital learning.

#### **RtI Plan and Outreach -**

Laird provided a presentation on what RtI is, and defined the RtI tiers as high quality instruction, targeted interventions, intensive interventions, and comprehensive evaluation. The administrative team set norms and have discretion to determine if the student exceeds expectations. Classroom teachers meet a minimum of once per week, in a one-on-one or small group setting, through Google Meet, and then feedback is received. Students who qualify for intervention prior to the shutdown continue to receive support until data suggests dismissal. Use of the classroom learning activities and student submissions determines any additional students who need extra support. Laird cited Dreambox, Khan Academy, LLI,

Wilson, and Visualize and Verbalize as some of the curriculum and methods used to help students. The data collection criteria is to collect, at a minimum, one piece of evidence of student learning per week per content area. The math and reading specialists are connecting with families. Lear asked if this only applies to math and ELA, what if there were issues in other subjects, and if teacher contact would be prompted if grades started falling. Laird responded that RtI addresses the essential standards, tries to determine the root of the problem, and teaching staff do have an open line of communication and reach out if there is a red flag. Carron and Laird are working with teachers and utilizing PLCs. Carron sends out emails to both students and parents two weeks before the progress reports are issued. Bernard asked about teacher support and school access for supplies. Carron holds a meeting every Thursday with staff; teachers have building access with prior approval, and teachers can call him with questions and concerns. Laird stated daily learning materials are compiled and are delivered by bus, he holds staff meetings, Google meets, and problem solves with teachers, parents, and students.

#### **AG5113 -Admission of**

#### **Students Participating under Open-Enrollment -**

Villalobos informed all that this administrative guideline and corresponding policy were revised based on this year's ruling and next year the policy will revert back to the original language with any pertinent new information.

#### **Waiver Update -**

Villalobos reported that the ESEA waiver was passed. Villalobos provided an update on this at a prior meeting and the waiver gives flexibility with the hours of instruction. The district will have until June 30, 2020, to enact the waiver if necessary. At this time, the district does not need to apply for the waiver, but continues monitoring hours and will revisit the item at the June board meeting, if needed.

#### **Re-entry & New Learning Plans -**

Villalobos stated that guidance on reentry has been forthcoming and what happens if a vaccine is not created will be discussed. The administration has outlined a return to school plan. Updates will be shared with the board at upcoming board meetings.

#### **Other:**

Villalobos received a letter on the notice of vacancy for the WASB region 15. Members should notify Villalobos if interested.

Villalobos thanked Carron and Laird for their report.

### **Discussion**

#### **Richfield Middle School 2020/21 Schedule -**

Carron presented the draft schedule and cited key considerations to the scheduled time. Teacher collaboration time was maintained, club offerings were refined to maximize instructional time. The schedule continues to be refined. Items discussed were: block schedules, resource periods, planning time for teachers, elective offerings, core content instruction, the assembly schedule, and all-school events. Bunton questioned the band schedule coinciding with other classes. Carron responded that tough decisions on where students go would need to be made. Gartzke liked the change to Raider Day. Villalobos stated that the RMS schedule would be an action item at the next board meeting.

#### **4K Mathematics**

**Adoption** - Villalobos shared that at the last board meeting the board approved the Bridges curriculum. Due to the pandemic, the training situation is in flux, Villalobos shared that if adequate training is not available, the district may want to hold on the 4K adoption at this time. Downs is investigating additional costs and

acceptable training.

#### **Compensation Planning -**

Villalobos updated members on the progression of the compensation planning. Villalobos felt confident about sending the draft contract for review to legal counsel. COVID-19 language changes were recommended, CPI at median was configured, and an increased wage for teachers who were at the bottom of the salary ladder were recommended as part of the wage band discussion. Villalobos also recommended national board certification with \$2,500 stipends, allocating a certification contingency of \$10,000 for the 21/22 budget, and double the allocation in 22/23. Villalobos suggested a review of the financial situation in November, and implementing matching contributions for all people participating in the 403b plan with matching funds starting January 1st if funding was available. Gartzke asked if Villalobos felt comfortable with the estimated \$50,000 in salary and benefits. Propst questioned the potential budget shortfall of \$60,000. Villalobos and Howe felt confident about the Hold Harmless calculation and the offerings will show good faith and moving in the direction intended.

#### **Transportation**

**Discussion** - Villalobos included an attachment of the recent email received from Go-Riteway. The email provided 50% of the cost structure and mentioned a potential district payment of 65% to cover the bus company's fixed costs. The district sent another letter asking for specific costs and there was not enough information for the board to act on. Propst commented on the change in percentage and suggested waiting for more facts. Bunton questioned if Go-Riteway was receiving any financial assistance from the government and what the fuel infrastructure was. Gartzke's opinion has not changed from the last discussion. Bernard asked if the district was billed for the instructional material delivery yet.

#### **Arrange Special Board Meeting for the Approval of Contracts -**

Villalobos spoke with Howe about preparing contracts and holding a meeting on Wednesday, May 13 to approve the contracts. All members could attend the special meeting.

#### **Subsequent Meeting(s):**

#### **Motion to Adjourn**

Motion by Bunton/Lear to adjourn at 7:12 p.m. Motion approved 5-0.

Respectfully Submitted

Hope David