

School District of Gibraltar Area
Fish Creek, Wisconsin
Regular Meeting of Gibraltar Board of Education
Minutes of February 8, 2016
Community Room #266
6:00pm

Call to Order

Vice-President Mike Peot called meeting to order at 5:58 p.m.

Roll Call

Present: Lynn Herman, Wendy Minten, Suzanne Brennan, Mike Peot, Fred Anderson

Excused: Mark Weborg, Lynnea Hickey

Also Present: Tina Van Meer, Superintendent; Tim Mulrain, Dean of Students; Brian Annen, Elementary Principal; Peggy Tanck, Athletic Director; Evelyn Eckhardt, Board Secretary; 9 visitors

Adjourn to Executive Session per §19.85(1)(c), Wis. Stats., to Discuss Employee Personnel Matters – Considering employment, promotion, compensation or performance evaluation and review educational services specific to students pursuant to Wis. Stats. Sec. 19.85(1)(f), 118.125 and 115 Sub. Chap V.

Moved Anderson/Brennan to Adjourn to Executive Session per §19.85(1)(c), Wis. Stats., to Discuss Employee Personnel Matters – Considering employment, promotion, compensation or performance evaluation and review educational services specific to students pursuant to Wis. Stats. Sec. 19.85(1)(f), 118.125 and 115 Sub. Chap V. Aye – Herman, Minten, Brennan, Peot, Anderson. Opposed – None. Motion carried.

Reconvene to Open Session

Moved Herman/Minten to reconvene to open session at 7:01 p.m. Aye – Herman, Minten, Brennan, Peot, Anderson. Opposed – None. Motion carried.

Approve the Minutes of the Regular Board Meeting on January 25th

Moved Brennan/Minten to approve the minutes of the January 25, 2016 Regular Board Meeting as presented. Aye – All. Opposed – None. Motion carried.

Communication

Thank you from Scott Biemeret to the board for the thoughts, prayers, and beautiful flowers at his brother's funeral.

Letter from the GI GO Fund thanking the school district for their participation in the *Jeans for Troops* drive. Gibraltar raised \$303.96 for this cause.

Open Discussion

None.

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Approve Amendment to Policy 10.02(5) – Student Accountability

This was the second reading of a proposed amendment to the policy on student accountability that allows students to complete classwork and earn credit for work that is missed due to a student's absence from school. The recommendation aligns with 118.16(4) (b) and 120.13(1) (b) of Wisconsin Statutes.

Moved Anderson/Brennan to approve amendment to Policy 10.02(5) Student Accountability. Aye – All. Opposed – None. Motion carried.

Approve Amendment to Policy 6.01 – Employee Handbook

This was the second reading of proposed amendments to the employee handbook. Van Meer thanked the originators of the Employee Handbook. On page 3, Information and Technology Services Director to Confidential Employees was added and on Page 13 “The District will provide this employee group with opportunities to make-up the contract hours lost due to school closings.” was added in order to align with contracts. Took FMLA out of the Employee Handbook, it will remain in school board policy.

Minten discussed adding the language “Staffing needs and operational demands necessitate work schedules for employees to vary throughout the district.” to page 11 under Work Year, Work Day, Vacation, and Holidays, after hours of operation paragraph. Feels because there are different groups of employees in the district, this language should be added.

Van Meer stressed the important of supervisors knowing where their employees are during the school day for safety reasons. She also talked about having sign out sheets in each of the offices.

Herman asked if taking PTO for a 15 minute trip to the post office was necessary during prep or lunch.

Van Meer wants supervisors to work with employees in special circumstances and many staff members do not have prep time. When kids are here, we all should be here whether we are classroom teachers or not. If we can't be here when the kids are here, PTO should be used. There is flexibility in the statement “The typical workday will be defined by your supervisor”. All employer groups should be able to go to a supervisor to ask about special circumstances or emergency situations that arise.

Kathleen Harris – asked if there are breaks put into people's schedules and about using the word “workstation” instead of “being absent”.

Steve Seyfer – asked the board what kind of professional education environment the language of the handbook is trying to create. Herman- wants to create an environment of trust and professionalism. Brennan explained the language describes why we want the employees in the building.

Moved Herman/Brennan to table the discussion of the employee handbook. Aye – All. Opposed – None.

Approve Letter of Resignation from Employment

Van Meer received a letter of resignation from Assistant Varsity Baseball Coach, Dustin Johnson.

Moved Brennan/Anderson to approve letter of resignation from Assistant Varsity Baseball Coach, Dustin Johnson. Aye – All. Opposed – None. Motion carried.

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Approve Job Posting for Boys Varsity Assistant Baseball Coach

Moved Minten/Herman to approve job posting for Boys Varsity Assistant Baseball Coach. Aye – All. Opposed – None. Motion carried.

Approve Employment of Assistant Girls Softball Coach

Mrs. Tanck recommends Dave Tupa for the position of Assistant Girls Softball Coach. Moved Minten/Herman to approve employment of Dave Tupa as Assistant Girls Softball Coach. Aye – All. Opposed – None. Motion carried.

Approve Payment of Bills

Moved Brennan/Anderson to approve the payment of bills totaling \$65,882.50 as presented in the board packet. Aye – All. Opposed – None. Motion carried.

Accept Donations

\$1000 donation from Nell and J.R. Jarosh to go towards the new elementary playground equipment.

Moved Anderson/Minten to approve donation of \$1000 from the Jarosh family with thanks. Aye – All. Opposed – None. Motion carried.

Adjourn

Moved Minten/Brennan to adjourn at 7:41p.m. Aye – All. Opposed – None. Motion carried.

Respectfully submitted,

Evelyn Eckhardt
District Administrative Assistant
School Board Secretary