

School District of Gibraltar Area
Fish Creek, Wisconsin
Regular Meeting of Gibraltar Board of Education
Minutes of *April 27, 2015*
Community Room #266
7:00 p.m.

Call to Order

President Fred Anderson called meeting to order at 7:01 p.m.

Roll Call

Present: Wendy Minten, Suzanne Brennan, Lynnea Hickey, Fred Anderson, Mike Peot, Mark Weborg, Lynn Herman

Excused: None

Also Present: Tina Van Meer, Superintendent; Brian Annen, K-12 Principal; Shaun Young, Director of Learning; Tim Mulrain, Dean of Students; Laura Anschutz, Financial Asst./ Acting School Board Secretary; 27 visitors

Administer Oath of Office to Newly Elected School Board Members

Clerk Mike Peot administered the oath of school board office to Mark Weborg, Lynnea Hickey and Lynn Herman. Each was elected to a three-year term at the April 7, 2015 general election.

Elect School Board Officials

Moved Anderson / Hickey to nominate **Mark Weborg** for **President**. Moved Hickey / Peot to close nominations for President. Aye – All. Opposed – None. Motion carried.

Moved Hickey / Brennan to nominate **Mike Peot** for **Vice President**. Moved Weborg / Minten to close nominations for Vice President. Aye – All. Opposed – None. Motion carried.

Moved Anderson / Minten to nominate **Lynnea Hickey** for **Treasurer**. Moved Weborg / Peot to close nominations for **Treasurer**. Aye – All. Opposed – None. Motion carried.

Moved Hickey / Weborg to nominate **Suzanne Brennan** for **Clerk**. Moved Peot / Anderson to close nominations for Clerk. Aye – All. Opposed – None. Motion carried.

Moved Weborg / Hickey to approve the appointment of **Nancy Keehan** as Board Secretary. Moved Weborg / Peot to close nominations for Board Secretary. Aye – All. Opposed – None. Motion carried.

Weborg thanked the Board for their vote of confidence and thanked Anderson for his service as Board President.

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Approve Minutes

Moved Hickey / Peot to approve the minutes of the April 13, 2015 with corrections. Aye – All. Opposed – None. Motion Carried.

Hear Presentation on Gibraltar PK-12 Literacy Belief Statement

Van Meer introduced Claire Wick and members of the District Literacy Ad Hoc to present information on their work this year. They shared a handout summarizing their work and the Gibraltar PK-12 Belief Statement they created as a guide for future literacy work in the district. “The mission of the Gibraltar School District’s PK-12 Literacy program is to graduate literate students who are independent, life-long learners and are ready to be successful in post-secondary education, in careers and in community life.” Wick also shared the Core Beliefs of this group. Wick answered questions from Board members regarding how they will measure progress and success. It will take several years to fully incorporate this framework. The board expressed their thanks to all involved for their hard work on this.

Hear Presentation on the Viking Visits Program

Van Meer introduced School Counselors Chelsea Roberts and Brooke Peterson who presented information on the Viking Visits Program. They have been working very hard on this program and it has been very successful so far. These “visits” are a planned time to allow the Counselor, student and parents to get together and discuss and plan for the student’s future. This type of visit will be required by state statute in 2017-2018, so they are ready for that change. Currently happen with 5th Grade, 10th Grade and 12th Grade students. Starting a freshman orientation for the current 8th grade at the end of May which will also include Teachers. Feedback from parents and students is very positive and they find it helpful. Carol Ash from the audience comment that she has had positive experiences at the Elementary and Secondary levels, thank you!

Hear Presentation on Community Room Remodel Project

Van Meer introduced Vinni Chomeau of Friends of Gibraltar who presented the Board with a proposal to remodel the District Community Room. FOG would like to coordinate this project that would include a complete replacement of the cabinets and appliances, painting and other décor. This would allow for expanded use of this room for cooking demonstrations and classes with students as well as provide a better atmosphere and facilities for staff that use this room for lunch and other gatherings. Lamperts has agreed to allow the District to purchase cabinets, sinks, faucets and countertop at cost. If approved would pursue other financing donations too. Raibrook is interested in assisting with this project if students are involved in some way. Total estimate is 12,500.00. Rick Kjell asked that the school board look closely at the use of this room so as not to lose flexibility. Also how this will be maintained, cleaning, etc. Looking for a commitment of \$8,500.00 from the District at this time. Brennan asked that staff be consulted for their input and make sure this is a staff priority. Chomeau has presented to Elementary and Secondary staff, but needs to have a conversation with the Maintenance staff about their maintenance concerns, she has spoken with Mr. Higginbotham. Hickey also felt that it is important to know who will be expected to “care for” the kitchen area. Herman expressed the same concerns.

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Carol Ash would like students to be able to prepare food items rather than watch. K Harris suggested perhaps the Cafeteria could be used after school for these kinds of classes. Brit Unkefer shared his experience working with student demonstrations at his restaurant in the past; there were some hands on work.

Communication

Received the following:

Letter from E Guell thank you for innovation grant process and sound system he was able to obtain for the use in the Elementary gym because of this process last year.

Brit Unkefer – requested 3rd section of Second grade

Open Discussion

Weborg reminded the audience that meetings are now recorded and read the statement regarding the meeting process and rules.

Hickey – attended the High School Musical over the weekend and heard a comment from someone behind her that “Gibraltar continues to amaze me.” It was a great production. Van Meer and others concurred.

Brennan – since last month’s meeting has had discussions with other parents about rules, expectations and consequences. Board discussion followed on various ways to address this including during the Viking Visits and freshmen orientation. Evelyn Eckhardt shared that 7th and 8th grades get paper student handbooks; grades 9-12 have online access to student handbook. Mulrain is working with Peggy Tanck to also arrange student athlete meetings. Carol Ash asked about consequences for students outside of athletics. Herman stated that she feels this is an area of the policies that need to be cleaned up. Van Meer explained that there is policy for the entire student body not just extracurricular.

A couple of students read statements about the new lunch room policy and assigned seating. Not happy with this and would like to be able to sit with their friends. Would like to put it to a student vote and they offered a couple of possible compromises.

Brit Unkefer – follow up on conversations he had with Board members, Van Meer and Annen. Wanted to express his appreciation for their attention over the weekend, and while the problem hasn’t been completely resolved there is progress.

Rick Kjell – would like the Board to review the policy on use of the Babler Bus service. Using the recent Reedsville trip as an example, he feels that the cost would have been less if our regular drivers were used. High School Play was wonderful, however, there is a problem with people parking on the grass areas by the parking lot, would like to see if we can find a solution.

Kathleen Harris – Summer Board retreat – she believes that this should take place within the District instead of at the Team Leadership Center.

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Jon Cox – Appreciates the audio recordings, possible to move the recorder away from the table a bit to reduce background noise. Asked for committee meetings to be recorded also. In reviewing budget information concerned that Administrative staff get a complimentary Y Membership and regular staff do not. Regarding contracting of Board policy development services, does policy 2.17(2), need to be changed first? Also, where will this come from in the budget?

Kayla Lhost – concerned about lunch changes at the last minute, possible to get some kind of notification ahead of time? Mulrain thought part of this is due to last minute staff illness. Brennan – possible to post on website? Other parents - possible to text message?

Hear Administrative Reports - were submitted electronically and hard copies were available for audience.

Young – nothing to add.

Annen – Kindergarten Registration tomorrow.

Mulrain – nothing to add

Van Meer – Just spoke with L Thomas & K Sixel regarding Project Lead the Way summer enrichment and they will be moving forward. Working on the District's mission statement and goals to be reviewed by the Board.

Hear an Update on the Long-Term Maintenance Plans for the Athletic Field

Peot – Since the Board authorized \$80,000 for this project, he has been soliciting donations, and waiting on bids to pursue other donations. The booster club has agreed to contribute. Due to multiple timing issues have decided to use sod instead of seed, looking for approximately \$35,000 in donations to keep the project within budget. Herman asked if this is a permanent fix. Peot stated that the crowning and drainage will allow the field to recover faster, however we have a very heavily used field. In extreme circumstances it may be necessary to top dress and reseed. R Rericha expressed some travel concerns if need to have off site practices. Jon Cox asked if this project will it be bid out.

Approve Payment of Bills

Moved Hickey / Brennan to approve the payment of bills totaling \$80,302.21 as presented in the board packet. Discussion – Minten will not be accepting payment for DI. Aye – All. Opposed – None. Motion carried.

Approve Amendment to Policy 3.07 – Principal

Moved Hickey / Minten to approve second reading of revised board policy 3.07 Job Description – Principal as presented. Aye – All. Opposed – None. Motion carried.

Approve Amendment to Policy 9.24(4) – Elementary Student Grading

Moved Minten / Hickey to approve second reading of revised board policy 9.24(4) Elementary Student Grading as presented. Aye – All. Opposed – None. Motion carried.

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Approve Posting for a K-12 Cross-Categorical Special Education Aide

Due to the recent hiring of Jacquelyn Bichler as a fourth grade teacher, the District needs to post for a new K-12 cross-categorical special education aide for the 2015 -2016 school year. Moved Anderson / Brennan to approve posting for a K-12 Cross-Categorical Special Education Aide. Aye – All. Opposed – None. Motion Carried.

Approve Employment of a Secondary Principal

Van Meer reviewed the screening process that was used in the selection of a Secondary Principal, it started with a review of applications by a group of teachers and Administration. Then the initial 5 candidates were interviewed by a large group made up of students, parents, teachers and Administration and the two remaining finalists interviewed with the Board members last week. Based on this process the Van Meer is recommending the hire of Gereon Methner as the Secondary Principal beginning July 1st, 2015. Moved Minten / Anderson to approve the employment of Gareon Methner as the Secondary Principal beginning July 1 2015. Weborg pointed out that he was the top pick by all groups involved. Aye – All. Opposed – None. Motion Carried.

Approve Employment of a Special Education Teacher

Young recommended the hiring of Melissa Northrop as a Special Education Teacher. Brennan / Minten to approve the employment of Melissa Northrop as a Special Ed Teacher beginning with 2015 – 2016 School year. Aye – All. Opposed – None. Motion carried.

Approve Contracting for Policy Development Services

Van Meer did look into other companies that do this type of work, there are not many available. Wisconsin Association of School Boards has a quick check of policies and a resource document, also hourly charges for consultation. Wisconsin Association of School Boards doesn't have the online publication availability at this time. Moved Anderson / Hickey to table this item due to point made about possible revision of policy 2.17(2) first. Aye – All. Opposed-None. Motion Carried.

Appoint School Board Representative to the CESA 7 Annual Meeting

Mark Weborg appointed Hickey as the Board Representative for the CESA 7 Annual meeting.

Set Date and Time for Board Summer Retreat

Van Meer and the Board members discussed options for the Summer Retreat location. Jon Cox feels that these programs should involve all of the staff and is concerned about the cost. Van Meer shared that her plan includes working with staff members during the in-service days and Board members would be invited to participate.

Moved Anderson / Peot to have the Board Retreat at Gibraltar Schools 8:00 AM – 11:30 on Tuesday, July 28, 2015, with the afternoon meeting at the Door County Adventure Center. Aye – All. Opposed – None. Motion Carried.

Set Date and Time for the 2015 Annual Meeting

Brennan / Minten to schedule the Annual meeting for Sept 28, 2015. Aye – All. Opposed – None. Motion Carried.

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Consider Canceling the Regularly Scheduled Board Meeting on May 25, 2015

Moved Minten / Brennan to cancel the Regularly Scheduled Board Meeting on May 25, 2015 due to the Memorial Day Holiday. Aye – all. Opposed – None. Motion Carried.

Accept Donations

Technology received a shopping cart from Main Street Market.

Art Dept. - \$100.00 from the Door County Art League

School Supplies from the Door / Kewaunee Retired Educators' Association.

Motion Peot / Hickey to approve donations as presented. Aye – all. Opposed – None. Motion Carried.

Hear Committee Reports

None

Adjourn to Executive Session per §19.85(1)(c), Wis. Stats., to Discuss Employee Personnel Matters – Considering employment, promotion, compensation or performance evaluation and §19.85(1)(f), Wis. Stats., 115 subchapter V Students with disabilities, and 118.125 Pupil records, for consideration of specific student histories, pupil progress and behavioral record information.

Moved Hickey / Anderson to adjourn to Executive Session at 9:28 pm. Aye - Anderson, Hickey, Weborg, Peot, Brennan, Minten, Herman. Opposed – None. Motion Carried.

Reconvene to Open Session

Moved Hickey / Peot to reconvene to Open Session at 12:11 am. Aye – Herman, Minten, Brennan, Peot, Weborg, Hickey, Anderson. Opposed – None. Motion Carried.

Adjourn

Moved Anderson / Herman to adjourn at 12:12 a.m. Aye – All. Opposed – None. Motion Carried.

Respectfully submitted,

Laura Anschutz
Financial Assistant / Acting School Board Secretary