

*School District of Gibraltar Area*  
*Fish Creek, Wisconsin*  
**Regular Meeting of Gibraltar Board of Education**  
**Minutes of *February 9, 2015***  
**Community Room #266**  
**7:00 p.m.**

**Call to Order**

President Anderson called meeting to order at 7:00 p.m.

**Roll Call**

Present: Wendy Minten, Suzanne Brennan, Martha Luber Pelrine, Fred Anderson, Mike Peot

Excused: Lynnea Hickey, Mark Weborg

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; 24 visitors

**Approve Minutes**

Moved Brennan / Luber Pelrine to approve minutes of the January 26, 2015 meeting with following corrections, spelling of Courtney Renard's name. Aye – All. Opposed – None. Motion Carried.

**Hear Proposal and Take Possible Action on Purchase of a Water Bottle Filling Station**

Representative Makenna Ash from the Varsity Letter Club and Ecology Club presented a proposal to purchase and install a water bottle filling station in the high school lobby by the current drinking fountains. Installation supports healthy lifestyle choices and ecology by reducing plastic waste. They have spoken with Cross Country coaches about relocating the sign above the fountains and students about what to put in its' place. Both groups have raised funds to pay for installation. Minten suggested that GIC (Gibraltar Improvement Council) be contacted if more funds are needed. Ash stated that they have already spoken with Booster Club too. Motion Luber Pelrine / Minten to purchase the water bottle filling station with the assistance of the clubs. Aye – All. Opposed – None. Motion carried.

**Hear Presentation by the District Technology Professional Learning Community**

Members of the District Technology PLC attended the meeting to provide an update on their work so far to promote technology integration in the classroom and throughout the organization. Donna Mc Murray explained the use of STAR 360 testing, it is a universal screening program used to track student progress. Teachers are able to create their own tests in some subjects using Common Core standards. Shane Harvey discussed Dropbox, it is similar to Onenote or Google Drive and allows you to share documents with others and more easily with your own various devices. Leslie Mc Carty shared how she has been using CamScanner. It is a free app that allows you to take pictures with your phone or iPad that are converted to documents for using and sharing. Elaine Tripp has been using Remind, a free App for schools. It is used to send text message reminders to students without sharing personal phone numbers. You are not able to reply to a message, but you can send attachments. Andy Moore shared how he is using "Jing", another free software that allows users to make 5 minute videos. He has been

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using it to help create a “how to” library for the District. Kinga Jacobson explained how the committee has also been assisting her in the creation of the “Viking Forum”, an informational newsletter to share new apps or programs and assist staff members in enhancing their classrooms and lessons with technology.

### **Communication**

Letter from Brian Ferrie regarding the condition of the Football / Soccer field after the heavy rains last fall. It needs some work to bring it back to a safe playing field. Mentioned possibility of obtaining grant money and that there might be local contractors interested in donating time or supplies. Anderson asked the Extracurricular committee to investigate options and costs and bring this back to the Board as quickly as possible.

### **Open Discussion**

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

- Lynne Krause Weddig asked for clarification on payment of officials, do Middle School officials get paid more than High School officials? Anschutz clarified that the Middle School officials referee two games each night and High School officials only one.
- Anderson – Has a community member to work with the Handbook committee, is still looking for any interested staff members. Please let him know if interested.
- Carol Ash – commented that her daughters appreciated the notes taped to the lockers during testing. Also wanted to thank Mr. Tupa who took a group of kids out hiking when the students asked.
- Van Meer – Commented that the Emotional Professional Learning Committee put the notes on lockers and are working on more random acts of kindness.
- Helen Anderson wondered the status of the “Senior Room”. Jacobson stated that there is a meeting scheduled for tomorrow to move the project forward.

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

Young – Parents in Partnership Training opportunities are coming up for families to participate in. Early Childhood Screening will be April 6<sup>th</sup>.

Annen – Prepping for Staff meetings coming up and reviewing data with teachers. Minten questioned missing rubric on elementary report cards, descriptions were not on the last one. Would like to see each time for reference. Annen will make sure these are included going forward.

Mulrain – Reviewed a disciplinary data report that he handed out. Numbers have dropped from 1<sup>st</sup> quarter to 2<sup>nd</sup> quarter especially at the Elementary level. Working with Project 180 to bring in a guest speaker to each District. Had middle school awards assembly recently and highlighted achievements recognized.

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Van Meer – Disappointed and frustrated with the proposed State budget, we would be losing about \$82,000. Hoping that the rural schools components will make up for the loss. BADGER testing may now be unfunded and possibly banned, we have already put a lot of effort into this. She applauded the wonderful teachers and staff who work hard here every day and have to adjust to these kinds of ongoing changes.

Anderson shared that newly elected Joel Kitchens of Sturgeon Bay is now the Vice Chair of the State Education Committee and Mr. Kitchens will be attending a listening session with board members from the county districts next Monday at Sevastopol.

**Discuss Hiring Process for Secondary School Principal**

Van Meer shared a draft of the hiring process for the secondary school principal. Annen & Young will co lead the committee process. A letter is being mailed home to all families and a survey is being posted on the website to explain and gather input into the process. The anticipated timeline follows:

- February 13<sup>th</sup> – Position Posted
- February 16<sup>th</sup> – Survey Posted on Website
- March 6<sup>th</sup> – Posting Closed
- March 16<sup>th</sup> – 27<sup>th</sup> Application Screening
- March 31<sup>st</sup> – April 3<sup>rd</sup> Pre-Reference Checks & Phone Interviews
- April 8<sup>th</sup> & 9<sup>th</sup> – Conduct Initial Interviews & Reference Checks
- April 15<sup>th</sup> – Board Interviews With Finalists
- April 16<sup>th</sup> & 17<sup>th</sup> – Final Reference Checks
- April 27<sup>th</sup> – Finalist Presented to Board for Approval

Audience member questioned who handles initial application screening. Van Meer does pre-interview screenings.

**Payment of Bills**

Moved Brennan / Peot to approve payment of bills totaling \$94,974.26 as presented in the board packet. Brennan asked if legal bill will continue to be high? Van Meer and Anderson stated that there were several unusual items included in the recent invoice. Aye – All. Opposed – None. Motion carried.

**Approve Posting for Secondary School Principal**

Moved Minten / Luber Pelrine to approve the posting for a secondary principal following the process as laid out in the Superintendent report previously. Aye – All. Opposed – None. Motion Carried.

**Discuss and Take Possible Action on the 2015-2016 School Calendar**

Drafts of the 2015-2016 school year calendar have been discussed at the January 12<sup>th</sup> and January 26<sup>th</sup> regularly scheduled meetings. Based on those discussions a new draft was presented changing the Professional Development days to full days as requested by the teachers, this still leaves 2 banked snow days.

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Did not move spring break based on feedback at the last meeting. After current draft was completed found out that registration days have not been confirmed so should be removed. Moved Minten / Peot to approve the calendar as presented with removal of district registration days and removal of an instruction from notes. Aye - All. Opposed – None. Motion Carried.

**Donations**

None.

**Hear Committee Reports**

**Student Learning & Instruction Committee**

Minten – Had presentation from Claire Wick working with Literacy Professional Learning Committee to create a common language of literacy from our youngest students up through staff and administration. Process to implement takes 3 – 5 years. Also heard a presentation on Project Lead the Way – Lizz Thomas and Katie Sixel are piloting and while starting the program involves a lot of teacher prep, the students and teachers are really enjoying the program. Grading Ad hoc committee helped shape the grading changes at the Elementary level recently and discussed differences in grading practices across the High School programs and how to find a common assessment framework.

Van Meer wanted to clarify that the intention of the Grading Ad Hoc committee is not to dictate the grading process, but to lead in-depth conversations regarding how we are assessing student learning. What is the purpose, what does a grade represent, does it reflect effort, the acquired knowledge of the subject?

**Adjourn**

Moved Peot / Minten to adjourn at 8:24 p.m.

Respectfully submitted,  
Laura Anschutz  
Financial Assistant / Acting School Board Secretary