

*School District of Gibraltar Area*  
*Fish Creek, Wisconsin*  
**Regular Meeting of Gibraltar Board of Education**  
**Minutes of *September 23, 2019***  
**Choir Room #255**  
**Immediately following the Annual Meeting**

**Call to Order**

President Mark Weborg called meeting to order at 8:35 p.m.

**Roll Call**

Present: Stephen Seyfer, Don Helm, Fred Anderson, Mike Peot, Angela Sherman, Mark Weborg, Lynnea Hickey

Excused: None

Also Present: Tina Van Meer, Superintendent; Brian Annen, Elementary Principal; Gereon Methner, Secondary Principal; Shaun Young, Director of Learning; Tim Mulrain, Assistant Principal; Arba LeClair, Business Manager; Evelyn Eckhardt, Board Secretary; 6 visitors.

**Convene in Closed Session pursuant to Wisconsin Statute Sec. §19.85(1)(c), to Discuss Employee Personnel Matters – Considering employment, promotion, compensation or performance evaluation**

Moved Seyfer/Helm to convene in closed session pursuant to Wisconsin Statute Sec. §19.85(1)(c), to discuss employee personnel matters – considering employment, promotion, compensation or performance evaluation at 8:36 p.m. Aye – Seyfer, Helm, Anderson, Peot, Sherman, Weborg, Hickey. Opposed – None. Motion Carried.

**Reconvene to Open Session**

Moved Seyfer/Sherman to reconvene to open session at 9:14 p.m., with intent to return to closed session. Aye – Seyfer, Helm, Anderson, Peot, Sherman, Weborg, Hickey. Opposed – None. Motion Carried.

**Approve the Minutes of the Regular Board Meeting on September 9<sup>th</sup>**

Moved Seyfer/Hickey to approve the minutes of the regular Board meeting on September 9<sup>th</sup>. Aye – All. Opposed – None. Motion carried.

**Communication**

**The Board acknowledged:**

- Communication from Carrie Baldwin Smith regarding personnel
- Communication from Kristen Demarinis, Marise Redmann, and Amanda Mittermann regarding the carbon monoxide event
- Mark Weborg- emergency personnel determined there was not a dangerous carbon monoxide level, until the hospital called letting them know there was a student with high levels. Follow up tests on the student showed false results and there was no serious medical problem. The Board is reviewing procedure regarding parent communication.

**Open Discussion**

Lynnea Hickey-attended CESA 7 meeting: Colleen Timm will be doing PLC training on college/career readiness, voted for a 2.5% increase in CESA salaries. Lynnea will be attending WASB regional meeting on Wednesday.

Fred Anderson- was questioned by a community member regarding the volunteer/background check policy. Fred asked that the Policy Committee review our volunteer/background check policy.

*Regular Meeting of Gibraltar Board of Education*  
**Minutes of September 23, 2019**  
**Page 2**

Stephen Seyfer- suggests a policy or resolution that any contractor working on the school has a contract with the school district regarding air and water quality. Regarding recent comments on an Elementary parking lot: we do not have an elementary parking lot. We have a visitors parking lot in front of the Elementary school; this is not a elementary parking lot/drop off/pick up area. Steve asked that communication be sent out to parents regarding parent parking and student drop offs.

Kari Baumann- has a new leadership role at the state level- Assistant State Lead of Decoding Dyslexia of Wisconsin. Kari would love to continue to share information with the Board on her work at the state.

Tina Van Meer- will be working on better communication with parents for situations that occur at school and having a protocol that will work with all situations. Tina thanked the administrators for all of their time spent during the carbon monoxide event.

Kelly Fagundes- appreciates the Board talking about the carbon monoxide event, would like to know what to expect in the future as a parent for situations like this one. Dr. Methner will share the event's timeline with Kelly.

Amanda Mittermann- in the future, would like communication from Administration to parents be on the overly-cautious side.

#### **Committee Reports**

- **Policy** – this committee has finished Policy 7530.02, made drafts of PTD (personal technology devices) policies which will be looked at again at the next meeting. Computer network use and the acceptable use policy, policy regarding contractors using generators, and staff use of PTDs will also be reviewed on October 7<sup>th</sup>. The October 21<sup>st</sup> meeting will focus on NEOLA updates. Purchasing policy and volunteer background check policy are on the list of policies to be reviewed.
- **Student Learning-** has been discussing phonics based reading instruction, PALS, DIBELS, and Gallistel-Ellis Test of Coding Skills, how are children using phonics based instruction, having “teacher tool box” methods for teachers, and reaching students in the below-basic category. The committee should have a proposal at the second meeting in November. Next topic: What does it mean for Gibraltar graduates to be career and college ready?

#### **Hear Construction Update**

Tina Van Meer gave an update on work that has been completed and the work that is in progress. Roofing is complete except over the west wing, window installation is in progress, the south classroom partition walls are completed, they will start the north classroom partitions next week, rooftop units set last week, and windows are installed along the north classroom areas.

#### **Approve Resignation from Employment**

Moved Hickey/Seyfer to approve the resignation of Charlie Mestek as assistant baseball coach. Aye – All. Opposed – None. Motion carried.

#### **Approve Posting for an Assistant Baseball Coach**

Moved Seyfer/Helm to approve posting for an assistant baseball coach. Aye – All. Opposed – None. Motion carried.

#### **Approve 2019-2020 Contract for Diesel Fuel**

Moved Anderson/Peot to approve the purchase of diesel fuel from Country Visions as the low bidder for that service, \$2.839 for no blend and \$3.039 for 50/50 blend. Aye- All. Opposed – None. Motion carried.

*Regular Meeting of Gibraltar Board of Education*  
**Minutes of September 23, 2019**  
**Page 3**

**Approve Payment of Bills**

Moved Seyfer/Sherman to approve payment of bills totaling \$122,298.47 as presented. Aye – All. Opposed – None. Motion carried.

**Accept Donations**

- \$2264.83 to the Washington DC trip fund from Sister Bay Liberty Grove Library Commission
- \$600 to the Girls Basketball program from Peninsula Pacers, LLC
- \$50 to the athletic department from James and Marcia Mercier

Moved Sherman/Peot to approve donations with thanks. Aye – All. Opposed – None. Motion carried.

**Reconvene in Closed Session pursuant to Wisconsin Statute Sec. §19.85(1)(c), to Discuss Employee Personnel Matters – Considering employment, promotion, compensation or performance evaluation**

Moved Seyfer/Sherman to reconvene in closed session pursuant to Wisconsin Statute Sec. §19.85(1)(c), to discuss employee personnel matters – considering employment, promotion, compensation or performance evaluation at 9:57 p.m. Aye – Seyfer, Helm, Anderson, Peot, Sherman, Weborg, Hickey. Opposed – None. Motion Carried.

**Reconvene to Open Session**

Moved Seyfer/Peot to reconvene to open session at 10:55 p.m. – Seyfer, Helm, Anderson, Peot, Sherman, Weborg, Hickey. Opposed – None. Motion Carried.

**Adjourn**

Moved Peot/Helm to adjourn at 10:56 p.m. Aye – All. Opposed – None. Motion carried.

Respectfully submitted,

Evelyn Eckhardt  
District Administrative Assistant/School Board Secretary