

*School District of Gibraltar Area*  
*Fish Creek, Wisconsin*  
**Regular Meeting of Gibraltar Board of Education**  
**Minutes of *Monday, March 25, 2013***  
**Community Room #266**  
**7:00 p.m.**

**Call to Order**

President called meeting to order at 7:02 p.m.

**Roll Call**

Present: Suzanne Brennan, Martha Luber Pelrine, Fred Anderson, Sally Pfeifer, Mike Peot, Mark Weborg

Excused: Lynnea Hickey

Also Present: Tina Van Meer, PK-5 Principal/Superintendent; Kirk Knutson, Secondary Principal/Athletic Director; S. Holwald, Director of Pupil Services; N. Keehan, Administrative Asst./Board Secretary; 9 visitors

**Minutes**

Moved Weborg/Brennan to approve minutes of February 25, 2013 regular meeting and February 19, February 20, and March 18, 2013 special meetings as written. Aye – All. Opposed – None. Motion carried.

**Communication**

Board received:

- E-mail from Jodi Hoyerman concerning need for additional intervention teachers at elementary level.
- E-mail from Don Freix regarding article on school safety and zero tolerance policies in schools. Pfeifer also received e-mail from Don Freix regarding proposed bullying legislation in Wisconsin.

**Open Discussion** – None

**Hear Presentation on District Transition to United Health Care**

Cindy Van Asten from M3 Insurance and Linda Selner from United Health Care presented information on new health insurance carrier earlier today to staff and will return in two weeks to continue staff meeting and one-on-one question and answer sessions. All local medical providers are familiar with and have been trained and re-trained on referral process, which is required with UHC's Navigate plan.

Van Asten provided a rate comparison between WEA Trust's 2012-13 health insurance premiums and United Health Care's 2013-14 premiums, including Navigate base plan and optional Choice Plus employee buy-up plan. District's estimated net savings for changing health insurance from WEA to United Health Care is \$303,247.02

UHC's Choice Plus plan matches coverages of WEA's current health plan at a lesser cost. Dental insurance coverage also moves to UHC July 1, 2013. There is no change to dental plan design, only rate differential. Annual savings to district for dental insurance will be \$9,523.80.

*Regular Meeting of Gibraltar Board of Education*  
**Minutes of March 25, 2013**  
**Page 2**

|                 | 2012-13 HEALTH PLAN                 |   |   | 2013-14 BASE HEALTH PLAN       |                                    |                                    | 2013-14 BUY-UP HEALTH PLAN        |                                       |                                       |
|-----------------|-------------------------------------|---|---|--------------------------------|------------------------------------|------------------------------------|-----------------------------------|---------------------------------------|---------------------------------------|
| <b>Rates</b>    | WEA Trust Current Full Monthly Rate | WEA Trust Current Employer Monthly Rate | WEA Trust Current Employee Monthly Rate | UHC Navigate Full Monthly Rate | UHC Navigate Employer Monthly Rate | UHC Navigate Employee Monthly Rate | UHC Choice Plus Full Monthly Rate | UHC Choice Plus Employer Monthly Rate | UHC Choice Plus Employee Monthly Rate |
| <b>Employee</b> | \$754.08                            | \$663.59                                | \$90.49                                 | \$615.50                       | \$541.64                           | \$73.86                            | \$656.41                          | \$541.64                              | \$114.77                              |
| <b>Family</b>   | \$1,700.24                          | \$1,496.21                              | \$204.03                                | \$1,371.45                     | \$1,206.88                         | \$164.57                           | \$1,462.61                        | \$1,206.88                            | \$255.73                              |

District would also see substantial savings even if 100% of HRA funds are reimbursed to employees. UHC wants to better educate members, so they can become more engaged in their care and live healthier life styles. UHC brings significant amount of technology tools to members to assist them in becoming better health care consumers, including their Simply Engaged program. District will offer health risk assessments in August. UHC also has new product offerings of Vision, Accident, and Critical Illness.

Van Asten recommended allowing EBC to finish calendar year for least amount of disruption to deductible accumulator. All *new* employees will go with EBA pro-rated from July 1 to December 31, 2013. UHC needs enrollment forms no later than May 15 for all current employees.

**Administrative Reports** were submitted electronically and were available in hard copy.

**Knutson** Sixteen high school students participated in regional forensics this past week and all advance to state. Gibraltar hosted solo/ensemble in February. Twenty-six performances advance to state; 33 middle schoolers received firsts. Roberts, Mc Cain, Lindenberg, and Eckhardt are working on a care giver theme to bring special guest speakers here April 22-26 to discuss resiliency and power of family.

**Van Meer** summarized information from political world of education, including Garey Bies' proposed legislation regarding bullying. Our staff, administration, and students will work vigilantly to prevent bullying; proactive education will be presented. Pieces of state budget affect Gibraltar positively including transportation aid rate and school tax levy credit. Current employment postings close today; Van Meer will review applications, conduct reference checks, schedule dates for interviews, and present candidates to board for approval April 22.

**Bills**

Moved Weborg/Luber Pelrine to approve payment of bills totaling \$296,604.46 as presented. Discussion: Actual fuel costs are much lower than predicted. Budget for snow plowing is uncertain. Aye – All. Opposed – None. Motion carried.

**Approval Renewal of District's Line of Credit with Baylake Bank**

Moved Brennan/Pfeifer to authorize extension of school district's line of credit with Baylake Bank at 1.95% to allow funding for cash flow purposes until tax revenues are received. Aye – All. Opposed – None. Motion carried.

*Regular Meeting of Gibraltar Board of Education*  
**Minutes of March 25, 2013**  
**Page 3**

**2014 7<sup>th</sup> and 8<sup>th</sup> Grade Trip to Washington, DC**

Mike Scoville prepared itinerary for 2014 Washington, D.C. trip. Cost is \$1,444/person compared to \$1,331/person in 2012. Seven students did not attend last time, unrelated to financial reasons.

Moved Weborg/Anderson to approve 7<sup>th</sup> and 8<sup>th</sup> Grade Trip to Washington, D.C. March 23-28, 2014. Discussion: Anyone interested in chaperoning should contact Mr. Scoville. Seventy-four students are projected to attend; we can take 110. There will be no White House tour. Aye – All. Opposed – None. Motion carried.

**Update on Revisions to Last Day of School for 2012-2013**

Van Meer informed board that we must have 175 days of student contact, including 1,050 hours of instruction for grades K-6 and 1,137 hours for grades 7-12. We have 178 scheduled days, but missed 4 days of instruction due to inclement weather. In order to comply with state statutes, we must make up one instructional day. Board discussed several possibilities for make-up day, giving consideration to final exams, high school graduation, picnic schedule, students' summer jobs, and Vacation Bible School. Van Meer will confirm our minutes of instruction and contact DPI to determine whether make-up day needs to be a half or full day on June 10.

**First Reading of Proposed Job Description – K-6 School Counselor**

Van Meer presented first reading of proposed K-6 School Counselor job description including responsibilities for implementing positive intervention support system and PBIS. Updated job description for 7-12 School Counselor will be coming forward. Second reading is April 8.

**First Reading of Amendment to Policy 3.07 Job Description – Principal**

Van Meer presented first reading of amended policy 3.07 Job Description - Principal. ISLLC Standards for Principals, which will be used for their evaluations under new Educator Effectiveness System, were included as well as ongoing professional development; recruitment and placement; organizational, collaborative, servant, and ethical leadership; operational, facilities, and inventory management; athletic directorship; community relations; and district transportation. Evaluation will follow Employee Handbook. Second reading is April 8.

***Pfeifer moved agenda item XX to XIII***

**Approve Extracurricular Committee Recommendation of Official School Logo**

Mrs. Van Meer thanked Nancy Keehan for work on new Viking logo. Keehan collaborated with Healy Awards, Inc. of Menomonee Falls, WI whose artist modified our existing logo at least 20%. This was necessary in order to consider it unique and free of trademark infringements. Healy provided revised Viking head logo as well as option to use GV letters behind Viking head. Keehan will confirm cost with Healy for rights to own this artwork.

Mike Peot explained process Extracurricular Committee used to discuss, review, and recommend new Viking head logo.

*Regular Meeting of Gibraltar Board of Education*  
Minutes of March 25, 2013  
Page 4

**Current Viking Logo**



**Proposed Revised Viking Logo 3D**



**Proposed Revised Viking Logo 2D**



Jenny Sitte commented that 3D version will work on paper, but will not be easy to translate to other things for embroidery. Keehan explained that there is a 2D version of Viking head artwork and Viking head with GV available.

Moved Weborg/Peot to accept the revised Viking head as the official Viking head logo of Gibraltar Schools moving forward. Discussion: There will be a price from Healy Awards and we check into registering it as a trademark. Aye – All. Opposed – None. Motion carried.

**Hear Special Education Staffing Report for 2013-14**

Sue Holwald presented special education staffing needs for 2012-13. Currently there are 52 students in special education; we have 6 special education teachers and 4.5 teacher-certified aides serving these students. Last year we redistributed special education students in order to create an RtI Coordinator position. There are approximately 97 students in Tier 2. Holwald requested extension of RtI Coordinator's contract in June and August to work on RtI handbook, organize data, plan procedures, and prepare for Section 504 meetings. With students graduating and small number of referrals, next year we could take one special education teacher and make them .50 special education and .50 regular education as an interventionist.

There is a need for a Math equivalent to Title 1 Reading due to Tier 3 Math interventions, a tiered behavior system, and professional development for staff.

Currently there are 39 students in ELL with one teacher and .50 teacher-certified aide and .50 long-term substitute outreach aide. For 2013-14, Holwald requested 1.0 teacher-certified aide and .50 outreach aide for ELL program to provide more opportunities for direct instruction.

Jodi Hoyerman and Marissa Norton inquired about adding an ELA and math interventionist at elementary level for 2013-14.

**2013-14 Continuing Certified Employee Contracts**

Moved Weborg/Anderson to approve continuing certified employee contracts as listed for 2013-14 school year with salaries and benefits to be determined at a later date. Aye – All. Opposed – None. Motion carried.

*Regular Meeting of Gibraltar Board of Education*  
Minutes of March 25, 2013  
Page 5

**2013-14 Second Year Probationary Certified Employee Contracts**

Moved Anderson/Luber Pelrine to approve contract for probationary employee as listed for 2013-14 school year with salary and benefits to be determined at a later date. Aye – All. Opposed – None. Motion carried.

**2013-14 Non-Represented Employee Contracts**

Moved Luber Pelrine/Peot to approve non-represented contacts as stated for 2013-14 school year only with salaries and benefits to be determined at a later date. Aye – All. Opposed – None. Motion carried.

**Letters of Resignation**

Moved Weborg/Peot to accept letters of resignation from Lauren Gilmore and Allison Yest effective at close of 2013-14 school year. Aye – All. Opposed – None. Motion carried.

**Job Posting Spanish Teacher for 2013-14**

Moved Luber Pelrine/Pfeifer to approve job posting for Spanish teacher. Discussion: certification could be birth-21. Aye – All. Opposed – None. Motion carried.

**Job Posting Secondary Vocal Music Teacher for 2013-14**

Moved Anderson/Luber Pelrine to approve job posting for Secondary Vocal Music teacher for 2013-14 school year. Discussion: Appropriate certification for posting will be included. Aye – All. Opposed – None. Motion carried.

**Board of Canvassers for April 2, 2013 School Board Election**

President Pfeifer appointed Mike Peot, Nancy Keehan, and Tina Van Meer as board of canvassers for April 2, 2013 school board election results.

**Donations** – None

**Committee Reports**

***Extracurricular Activities and Community Relations Committee*** met tonight and discussed batting and golfing nets in gym; pictures from Algoma are coming. More specifications are needed. Coach bus rental criteria are being developed for extracurricular athletics and activities. District would go out for bids annually. This would give district more flexibility than owning one coach and free up our buses to run school routes. District would not be required to pay for maintenance on coach bus as in the past. Committee will seek estimates on trips to Kewaunee and beyond and trips to Green Bay and beyond. Committee was asked to revisit cost of community groups renting our school buses.

**Adjourn**

Moved Weborg/Peot to adjourn at 9:10 p.m. Aye – All. Opposed – None. Motion carried.

Respectfully submitted,  
Nancy Keehan  
Admin. Asst./Board Secretary