

***School District of Gibraltar Area***  
***Fish Creek, Wisconsin***  
**Regular Meeting of Gibraltar Board of Education**  
**Minutes of *Monday, April 22, 2013***  
**Community Room #266**  
**7:00 p.m.**

**Call to Order**

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

**Roll Call**

Present: Suzanne Brennan, Martha Luber Pelrine, Lynnea Larson Hickey, Fred Anderson, Mike Peot, Mark Weborg

Excused: Sally Pfeifer

Also Present: Tina Van Meer, PK-5 Principal/Superintendent; Kirk Knutson, Secondary Principal/Athletic Director; N. Keehan, Administrative Asst./Board Secretary; Arba Le Clair, Business Manager; 7 visitors

**Oaths of Office**

Clerk Mike Peot administered oath of school board office to Suzanne Brennan. Vice President Fred Anderson administered oath of school board office to Mike Peot. Each was elected to a three-year term at the April 2, 2013 general election.

**Elect School Board Officials**

Moved Luber Pelrine/Brennan to table election of school board officials to May 13. No discussion. Aye – All. Opposed – None. Motion carried.

**Approve the Minutes**

Moved Hickey/Weborg to approve minutes of April 8, 2013 regular meeting as written. Aye – All. Opposed – None. Motion carried.

**Communication**

Board received thank you notes from:

- Destination Imagination team parents
- Mary Jo Ostrowski
- Patty Mc Cain

Marc Savard sent e-mail correspondence expressing desire for athletes to be presented healthy meal choices on the road.

Judy Du Charme submitted e-mail expressing concerns if LTC insurance were terminated.

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**Open Discussion**

- Weborg and Hickey commended high school play performance.
- Hickey explained that all CESA 7 employees are non-renewed every year. After grants come in, they are reinstated.
- Pfeifer and Hickey attended NSBA Convention in San Diego and attended sessions on flip it learning, flipping and blending, common core state standards, and educator effectiveness.
- Charlie Eckhardt and Lauren Gilmore presented information on new music keyboarding lab which will include 18 Yamaha Clavinova digital pianos. Music Boosters have raised \$12,000 for this project and will send letter to community. Gibraltar has received Raibrook Grant of \$10,000. Proposed school budget is \$21,000 over several years. Goal is to reach \$35,000. Lab will be ready this summer.
- Band and choir will begin planning 2014 trip to Disney World. Booster club will have scholarships available.
- High school band and choir concert is May 8.
- Jodi Hoyerman asked about 2013-14 projected enrollment numbers for class sizes. Van Meer will have this available May 13.
- Tom Harrer cautioned board on unintended consequences of outsourcing bussing for extracurricular activities. Some drivers may need to look elsewhere to supplement lost revenue and will not be available for mid-day trips. Trip rotation and minimum pay per route are not addressed in Employee Handbook.
- Purpose of Employee Handbook is to take contracts and meld into one, except for specificity of some documents. Board hasn't discussed 2013-14 support staff individual contracts yet.

**Door County Medical Center Rebate Program**

Matt Luders presented information on a rebate program through Ministry Door County Medical Center. Because of high payer mix of Medicare and Medicaid patients in Door County, Ministry's revenue is from commercially insured patients. Because they cannot offer deep discounts to commercially insured, Ministry is offering rebate program to ensure that volume growth targets are hit and to encourage district's employees to buy medical services locally. Rebate amount depends on amount of services used. District can use rebate dollars in any way we choose. Other districts are committing their rebates to their wellness program.

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

**Le Clair** presented update on 2013-14 budget process. Budgets were due to principals March 22 and are due to Le Clair today. Board will review numbers at May meetings. Le Clair was unable to provide a full financial report for 2012-13 today, but will have it before next board meeting. Some staff participated in a CPR course; there is enough interest to do another class this spring. Fire department recommends a telephone be installed next to each unit to dial 911. Le Clair discussed remote check captures with Bay Lake Bank. We do not do enough volume of check deposits to make fees worthwhile. M3 Insurance will discuss 2013-14 liability insurance renewal. Bid requests on bus and propane fuel will be made this week.

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**Knutson** High school forensics team earned 2 gold, 12 silver, and 2 bronze at state competition. AP testing will be in May; Lauren Bremer will conduct AP practice testing. Educator Effectiveness process was included in report. Caregiver Week is April 22-26 with a community celebration April 26.

**Van Meer** Grade 4 Destination Imagination advances to Global Finals May 21-26 in Knoxville, Tennessee. M3 Insurance and UHC will be here May 1 for presentation on HRA's.

#### **Elementary Principal Hiring Process**

Van Meer presented timeframe for elementary principal hiring:

- Application deadline: April 26
- Screening of applications: April 29-30
- Pre-reference checks and pre-interviewing: May 1-3
- Interviews: May 6-10
- Finalist presented for board approval: May 13

Interview team will consist of administrators, teachers, support staff, and one board member.

#### **Approve Payment of Bills**

Moved Weborg/Peot to approve payment of bills totaling \$214,924.41 as presented. No discussion. Aye – All. Opposed – None. Motion carried.

#### **2013-14 CESA 7 Service Contracts**

Moved Hickey/Brennan to approve 2013-14 CESA 7 service contracts totaling \$37,139 as presented. Discussion: Increase of \$3,602 over last year is for new Educator Effectiveness and Math & Science service packages. Aye – All. Opposed – None. Motion carried.

#### **Job Coach Contract**

Job Coach Program is collaborative relationship with Sevastopol, Southern Door, Sturgeon Bay, and Gibraltar for special education and at-risk students. Gibraltar pays 12.5% of total cost.

Moved Brennan/Luber Pelrine to approve 2013-14 66:030 Job Coach Contract as presented. Aye – All. Opposed – None. Motion carried.

#### **Employment of Kindergarten Teacher**

Moved Hickey/Peot to approve employment of Emily Spone as kindergarten teacher beginning with 2013-14 school year. No discussion. Aye – All. Opposed – None. Motion carried.

#### **Employment of Third Grade Teacher**

Moved Weborg/Luber Pelrine to approve employment of Katie Sixel as third grade teacher beginning with 2013-14 school year. No discussion. Aye – All. Opposed – None. Motion carried.

#### **Employment of Physical Education Teacher**

Moved Luber Pelrine/Peot to approve employment of Evan Guell as physical education teacher beginning with 2013-14 school year. Aye – All. Opposed – None. Motion carried.

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**Approve Vacancy Posting for Athletic Director**

District needs to free up our principals for new Educator Effectiveness requirements. Athletic Director position involves evaluation of coaches and may require a degree. Salary will be stipend as listed on extracurricular contract schedule.

Moved Hickey/Brennan to approve vacancy posting for Athletic Director for 2013-14 school year. No discussion. Aye – All. Opposed – None. Motion carried.

**School Board Rep to CESA 7 Annual Meeting**

Vice President Anderson appointed Lynnea Hickey as CESA 7 school board representative to CESA 7 Annual Meeting.

**2013 Annual Meeting**

Moved Weborg/Luber Pelrine to set 2013 annual meeting date of September 23, 2013. Aye – All. Opposed – None. Motion carried.

**Accept Donations**

None

**Hear Committee Reports**

***Campus Maintenance & Improvement Committee*** met April 9 to discuss short-term maintenance needs and long-term maintenance goals. Van Meer will research new sign.

***Extracurricular Activities & Community Relations Committee*** met tonight and discussed golfing and batting nets, set criteria for coach bus rental, and reviewed one preliminary quote for coach bus services. Committee will meet June 10 to compare additional bids to our transportation costs and make recommendation to board at June 24 meeting.

***DCAC Liaison Committee*** met today as landlord and tenant to discuss rent and short-term and long-term capital needs. DCA will start capital campaign to upgrade sound and lighting from 1992 and may request board contribution. Calendar process went very smoothly.

**Committee Appointment**

Moved Anderson/Brennan to appoint Steve Sauter to Financial Planning and Political Action Committee. Aye – All. Opposed – None. Motion carried.

**Adjourn to Executive Session**

Moved Weborg/Peot to adjourn to executive session at 8:28 p.m. per §19.85(1)(c), Wis. Stats., to discuss employee personnel matters – considering employment, promotion, compensation or performance evaluation and per §19.85(1)(e), Wis. Stats., for competitive or bargaining reasons – deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specific public business, whenever competitive or bargaining reasons require a closed session. Aye – Brennan, Luber Pelrine, Hickey, Anderson, Peot, Weborg. Opposed – None. Motion carried.

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**Reconvene to Open Session**

Moved Peot/Weborg to reconvene to open session at 10:00 p.m. Aye – Brennan, Luber Pelrine, Hickey, Anderson, Peot, Weborg. Opposed – None. Motion carried.

**Adjourn**

Moved Weborg/Peot to adjourn at 10:00 p.m. Aye – All. Opposed – None. Motion carried.

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