

SCHOOL DISTRICT OF ITHACA
24615 State Highway 58
Richland Center, WI 53581

BOARD OF EDUCATION MINUTES
February 13, 2012

1. Meeting was called to order by Board President Pat Magee at 7:00 p.m. Verification of meeting notice took place. It was posted on the web site, faxed to WRCO and the Richland Observer as well as posted on the doors of the school.
2. Roll call – Mr. Anderson, Mrs. Burch, Mr. Magee, Mr. Marchwick, Mrs. Peterson, and Mrs. Ziemke. Mr. Huffar arrived at 7:02 p.m.
3. Motion made by Mrs. Burch to move the Athletic Director’s Report to take place before Citizens Forum. Motion seconded by Mr. Anderson. Motion carried 6-0.
 - 3.1. Motion to approve the agenda as amended was made by Mr. Marchwick. Seconded by Mrs. Ziemke. Motion carried 6-0.
4. Approval of Board Minutes
 - 4.1. Motion made by Mr. Marchwick to approve the minutes of January 9, 2012. Seconded by Mrs. Burch. Motion carried 6-0.
9. Mr. Neal Anderson reported that there were three officials for the basketball game tonight. The 3rd at no cost to the district as they were in need of experience officiating with three in order to qualify for tournament officiating. Mr. Anderson reported that the Ithaca-Weston Wrestling Co-op has 8 wrestlers moving onto the next level of competition. The Girl’s Basketball team record is 11 and 6 with 9 and 2 in the conference. The Boy’s Basketball team record is 14 and 5 with 9 and 3 in the conference.
5. Citizens Forum – Mr. Rob Richards spoke on behalf of the Ithaca Foundation. On April 13th, the Foundation will be hosting a mystery dinner theatre entitled “Knights in White Satin”. Cost of tickets will be \$15.00. Mr. Oelke mentioned that he thinks it would be a great idea to do recognition plaques for employee years of service. He would encourage the board to look at what LaFarge has done next time they are at a game in LaFarge. Mr. Ken Anderson mentioned that it would be beneficial to have a couple more handicapped parking spots designated.
6. Finance/Personnel Committee – Mr. Marchwick reported on some bills that there were questions on – G-Neil, Department of Administration, Cintas, Tri-State Business Machines.
7. Curriculum Committee Report
 - 7.1. Mrs. Jennifer Snow presented a typical lesson for 1st graders using the Orff Schulwerk method. This method is based on things children like to do: sing, chant rhymes, clap, dance, and keep a beat on anything. Board members and residents participated as students and went through two lessons one at the 1st grade and 3rd grade levels of learning. Orff instruments were purchased earlier this year so that this curriculum could be used to teach music. The Orff melody instruments include wooden xylophones and metal glockenspiels that offer good sound immediately. It was a very educational experience for all involved.
 - 7.2. Mr. Jim Favreau and members of the FFA presented a slide presentation on the FFA Ag Day that was held in the old gym in conjunction with Lime Ridge Ag, the animal projects that have been done in the barn owned by Bar Ron Acres across from the old gym and the hydroponic projects taking place in the green house.
8. Building and Grounds Committee Report – Mr. Ken Anderson reported that the Committee met on February 8th and talked about the possibility of more trophy cases in the commons, a show case to house the Hall of Fame and shelving in the storage room off the stage for musical props, etc. Talked

about the needs of refinishing the gym floor, fixing the bleachers, painting, cleaning, etc. Next meeting is scheduled for March 6th at 5:30 p.m.

10. Annual School Board Convention Report – Mrs. Peterson reported on the Delegate Assembly – it was proposed to have Sparsity Aid changed to be based off of students per sq mile but was decided to base it off of schools with less than 720 students. There was a resolution to change the Revenue limit calculation to reduce the 3 year rolling average to 2 years. This was defeated and will not propose a change. Mrs. Peterson also went to a presentation by Milk Marketing Board on the importance of exercise and fitness worked into our curriculum and moving away from group sporting units to cardio exercise. Mr. Magee also attended the delegate assembly as a by-stander. Mr. Magee attended a session put on by the WI Association of School Board where they explained all the changes to the laws that took place this last year. Mr. Kujawa reported on going to the School Finance session where they talked about the condition of the State of Wisconsin and how equalization aid could be affected. He attended a session on the Future of Employee Benefits, Superintendent and Administrative Evaluations and also Using Technology for the purposes of going to referendum.
11. District Administrator’s Report – See attached.
12. Principal’s Report – See attached.
13. Business Manager’s Report – See attached.
14. New Business:
 - 14.1. First reading of Anti-Fraud Policy was tabled.
 - 14.2. Motion made by Mr. Huffar to approve the construction of a Show Case for the Hall of Fame paid for by the Ithaca Foundation and built by Dan Clary. Motion seconded by Mr. Anderson. Roll call vote – Mr. Anderson-yes; Mrs. Peterson-yes; Mr. Marchwick-yes; Mr. Magee-yes; Mrs. Ziemke-yes; Mr. Huffar-yes; Mrs. Burch-yes. Motion carried 7-0.
 - 14.3. Motion made by Mrs. Burch to approve the construction of shelving in the storage room off of the stage for musical props paid for by the Ithaca Foundation and built by Dan Clary. Motion seconded by Mrs. Ziemke. Roll call vote – Mrs. Burch-yes; Mr. Anderson-yes; Mrs. Peterson-yes; Mr. Marchwick-yes; Mr. Magee-yes; Mrs. Ziemke-yes; Mr. Huffar-yes. Motion carried 7-0.
 - 14.4. Motion made by Mrs. Ziemke to approve bills and balances with receipts of \$249,393.16 and disbursements of \$320,531.67. Motion seconded by Mrs. Peterson. Roll call vote – Mr. Huffar-yes; Mrs. Burch-yes; Mr. Anderson-yes; Mrs. Peterson-yes; Mr. Marchwick-yes; Mr. Magee-yes; Mrs. Ziemke-yes. Motion carried 7-0.
 - 14.5. Motion made by Mrs. Peterson to approve the OPEB Valuation Study by Key Benefit Concepts at a cost not to exceed \$6,800. Motion seconded by Mrs. Ziemke. Roll call vote – Mrs. Ziemke-yes; Mr. Huffar-yes; Mrs. Burch-yes; Mr. Anderson-yes; Mrs. Peterson-yes; Mr. Marchwick-yes; Mr. Magee-yes. Motion carried 7-0.
 - 14.6. Discussion on Open Gym policy and facilities use. No action taken.
 - 14.7. Motion made by Mrs. Burch to set March 12th, 7 p.m. as the next board meeting date. Motion seconded by Mrs. Ziemke. Motion carried 7-0
 - 14.8. Motion made by Mrs. Ziemke to approve March 6th, 5:30 p.m. as Bldg and Grounds Committee meeting and March 12, 6 p.m. as Finance/Personnel Committee meeting. Motion seconded by Mrs. Burch. Motion carried 7-0.
 - 14.9. No official action – items to be put on the next agenda, bills and balances, anti-fraud policy, committee reports, administrator reports.
15. Old Business
 - 15.1. Motion made by Mr. Huffar to change the set 2012-13 Homecoming date to October 6th, 2012 as the. Motion seconded by Mrs. Burch. Roll call vote – Mr. Anderson-yes; Mrs. Peterson-

yes; Mr. Marchwick-no; Mr. Magee-yes; Mrs. Ziemke-yes; Mr. Huffar-yes; Mrs. Burch-yes.
Motion carried 6-1.

16. Motion made by Mr. Marchwick to adjourn to closed session under Wisconsin Statute 19.85 (1)(c) "Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility". And 19.85(1)(e) "Deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session." Motion seconded by Mrs. Burch. Motion carried 7-0.
17. Motion made by Mrs. Burch to reconvene to open session. Motion seconded by Mr. Anderson
Motion carried 7-0. 9:45 p.m.
18. Motion made by Mr. Anderson to hire Mr. Mani as Middle School Track Coach. Seconded by Mr. Huffar. Roll call vote – Mrs. Ziemke-yes; Mr. Huffar-yes; Mrs. Burch-yes; Mr. Anderson-yes; Mrs. Peterson-yes; Mr. Marchwick-yes; Mr. Magee-yes. Motion carried 7-0.
19. Motion made by Mrs. Burch to accept Summer Roh's resignation. Motion seconded by Mrs. Peterson. Motion carried 7-0.
20. Motion made by Mr. Marchwick to approve the Resolution Calling a Special Meeting of School District Electors. Motion seconded by Mrs. Burch. Roll call vote – Mr. Marchwick-yes; Mr. Magee-yes; Mrs. Ziemke-yes; Mr. Huffar-yes; Mrs. Burch-yes; Mr. Anderson-yes; Mrs. Peterson-yes. Motion carried 7-0.
21. Motion made by Mrs. Ziemke to adjourn. Motion seconded by Mrs. Peterson. Motion carried.
Meeting adjourned at 9:50 p.m.

District Administrator's Report
Board of Education Meeting
February 13, 2012

General Comments – The 2011-2012 school year continues to progress on a positive note.

Annual School Board Convention Report – Sectionals I attended are as follows:

- School finance in Wisconsin
- The Future of Employee Benefits – Post Health Care Reform
- Superintendent evaluation and organizational consulting.
- Using Technology to help pass a referendum

Additionally, I had a lengthy discussion with Dave Anderson, WIAA Executive Director about future sites for boys & girl state tourneys. I also attended general sectionals involving keynote speakers Wes Moore and Alison Levine.

District Administrator's Report – Addressed an all staff meeting on Wednesday, February 1st. Topics covered were purchase of land, expansion feasibility study, employee handbooks and moving forward for the balance of the year. I met Secretary of Agriculture, Ben Brancel last week and had a nice discussion about the FFA program hosted at Ithaca. Governor Walker signed SB2 which extends the Open Enrollment time period to 3 months and changes the dates for preliminary notice of non-renewal by February 29, 2012 and written notice of renewal or refusal to renew on or before March 15th, 2012. This changes from February 24 deadline to April 30 and March 15 deadline to May 15. Work has commenced on the drafting of the staff handbooks. An initial meeting was held with Mike Julka on Monday, February 6th. Work is progressing on the budget for 2012-2013 and staff needs.

NEW BUSINESS

- 12.1 **First Reading of Anti Fraud Policy** - District Administrator recommends approval.
- 12.2 **Action on bills and balances** – District Administrator recommends approval as recommended by finance committee.

OLD BUSINESS

- 12.3 **2012-13 Homecoming date** – Discussion and possible action to reconsider the date.

Principal's Report
Board of Education Meeting
February 13, 2012

Principal's Report:

- CESA 3 Principal's Meeting January 12, 2012
 - Update on Special Education – Need for Discipline
 - Update on WKCE/SMARTER assessment timelines
- Met with Members of Richland County Health and Human Services
 - Discussed needs of students on caseload
 - Discussed available resources to students/families
 - Updated contact list
- Met with Representative from Josten's
 - Discussed digital time capsule
 - Reviewed this year's yearbook budget (+\$300)
 - Possible contract extension (Current contract up in 2013)
- Attended MAP/NWEA Conference at CESA 3
 - Mr. Rush and Mr. Smudde attended data analysis conference
 - Learned how to use MAP data to drive instruction
 - Using MAP data to develop curricular plans
- Special Education Update
 - District is up-to-date and in compliance with all IEPs
 - Attended nine IEP meetings
 - Begun Early Childhood referrals for the district (Working with Mrs. Lewis-Clifton)
 - Attended first Director of Special Education Practicum course in LaCrosse (Viterbo University)(To Be Completed March 2012)
- Discussion with Carolyn Anderson about scheduling First Aid/CPR training
 - Completed training on Wednesday, February 8, 2012
- Attended Curriculum Committee Meeting
 - Discussed course selection guide
 - Discussed possible MAP implementation this spring
 - New requirements for high school mathematics courses
- Mr. Favreau – Fox Valley Technical College
 - Was able to procure 24 small engines for free, all we had to do was pick them up

**ITHACA SCHOOL DISTRICT
Business Manager's Report
February 2012**

Required Reports	Due Date:	File Date:
WI Retirement – Dec Remittance	January 31	January 26, 2012
WI Retirement – Annual Report	January 31	In Progress
2011 – WT-7 Reconciliation (WI)	January 31	January 23, 2012
2011 - W2's to employees	January 31	January 13, 2012
State of WI	January 31	January 30, 2012
Social Security Administration	March 31	
2011 - 1099's to individuals	January 31	January 27, 2012
Internal Revenue Service	April 2, 2012	January 30, 2012
Pupil Count – Jan. 13	January 27	January 18, 2012
Title I-A Claim	Feb 1	February 29, 2012
Spec Ed. Flow thru Claim	Feb 1	February 29, 2012
Spec Ed. Early Childhood Claim	Feb 1	February 29, 2012
Title II-A Claim	Feb 1	February 29, 2012
4 th Qtr Medicaid Cost Report	February 17	February 6, 2012

Pupil Count Report – Second Friday in January 2011-12

Starting Count – Head Count in Bldg. (resident & non-resident)	373	
Less: Non-Resident Reductions	72	
Plus Resident Additions	33	
Total Student Count	334	
September Pupil Count Report	335	
Change from September - <0.30%>		1

Open Enrollment for 2012-13

Wisconsin Act 114 (Senate Bill 2) has extended the three-week open enrollment application period to three months. The upcoming application period will run from February 6 until April 30 at 4:00 p.m. More detailed information on timelines and the exceptions that will be allowed are in board packets. More information can be obtained by visiting the DPI website on Open Enrollment at <http://www2.dpi.state.wi.us/sfssafr/default.aspx>

As of February 8th we have 10 applications coming IN and 10 applications going OUT.

Culver's Partnership with local schools

Met with Melissa Hilleshiem, General Manager of the Richland Center Culver's, where they shared fund raising opportunities and student incentive programs that they can offer Ithaca. Information was formatted and sent to advisors of student groups as well as those organizations/booster clubs that I had contact numbers for. It's good to have/make connections with local businesses. The Richland Center Culver's has provided employment for many of our students over the years and currently have five working there.

OPEB Valuation

OPEB stands for Other Post Employment Benefits. The district had the initial valuation done in 2009 and has to be updated every two to three years. The proposal enclosed in the board packet is from the company that did our previous study. This is a requirement for school district in accordance with the Governmental Accounting Standards Board (GASB) 45. It requires us to report the liability that the district has for providing the Post Employment Benefits that are spelled out in Union Contracts and Board Policy.

Voluntary Student Accident Coverage We received notice from First Agency, Inc. that they will no longer be offering a renewal of coverage for the coming 2012-13 school year due to lack of participation. Contact has been made with Student Assurance Services in regards to offering this coverage to families within the district. Both of these companies offered student accident insurance with the cost falling on the families who elect to insure their students. Offering this coverage to families in the district could very well be the only coverage some families may have. Participation is normally low but this gives them an opportunity for insurance coverage that they don't currently have or a supplemental to what they do have.