

## Minutes of Board Meeting

Regular                      HS/JH Library                      August 15, 2018                      6:00 p.m.  
**Kind of Meeting**                      **Place**                      **Date**                      **Time**

Board Members Present:	Board Members Absent:
Don Kussmaul, President	
Glen Foote, Vice President	
Donna Quinn, Secretary	
Daniel Dalberg	
DJ Loeffelholz	
	David Sendt
Terry Schulting	
Others Present:	
TJ Potts, Superintendent	
Darren Sirianni, HS/JH Principal	
Wes Heiar, Elementary Principal	
Sherry Kaiser, Food Service Director	
Jeff Weydert, Transportation Director	
Grover Priebe, Buildings & Grounds Director	

**1. Call to Order**

The East Dubuque Board of Education met in regular session on Wednesday, August 15, 2018, with 6 members present and 1 member absent. President Kussmaul called the meeting to order at 6:02 p.m.

The pledge to the flag was given.

**2. Consent Agenda**

Loeffelholz moved to approve the minutes of the Regular Meeting held July 18, 2018; approval of bills in the amount of \$156,750.01, Imprest in the amount of \$364.68, District Activity Account in the amount of \$14,207.17, EFT in the amount of \$104,901.37 Payroll Bills in the amount of \$71,413.82; Approval of the July 2018 Treasurer's Report, Concur with suspensions: none.

On a second from Dalberg, the motion carried on a vote of 6 ayes and 0 nays with the vote as follows: Kussmaul aye, Loeffelholz aye, Foote aye, Dalberg aye, Schulting aye, and Quinn aye.

**3. Recognition of Visitors and Correspondence**

- 3.1 Kristi Alvarado presented an overview of the Warrior Summer Adventures Camp. She shared pictures of activities the students participated in throughout the camp. Mrs. Alvarado also spoke about Airbnb to bring awareness to the board.

**4. Information, Staff Reports and Proposals**

- 4.1 Board Committee Reports – None

- 4.2 Food Service- Sherry Kaiser reported that bid worksheets for all food and supply items were submitted to both of our local vendors (US Foods and Sysco - Baraboo). Sysco- Baraboo had the best pricing on the majority of items however, some products will still be placed with US Foods as well. Mrs. Kaiser explained that a formal bid is not required for the district but are beneficial in controlling costs. The changes made should amount to a savings in the food service expenses for the 2018-2019 school year.

Offer vs. Serve will be implemented at the elementary school. This will allow students to decline food items they do not want. Students will still have to take the required minimum servings, however they will not have unwanted items on their tray. This will decrease the amount of food waste and preparation time.

Breakfast at the elementary school will be changed to more self-serve items to allow for decreased staff and production time. Participation will be monitored and if there is a substantial increase, staffing will be reviewed to accommodate the need.

Mrs. Kaiser will be at the Elementary Open House to answer food service related questions and assist parents with paying lunch fees.

The food service back to school meeting and training is scheduled for Wednesday, August 22<sup>nd</sup> following the district meeting.

- 4.3 Transportation-Jeff Weydert reported that the bus fleet is has passed mandatory six-month brake inspections in Lanark.

The new bus is here. Bus #28 will replace #21 on routes and also be used on sports trips. Bus #16 was put out of commission on July 24. The district was offered \$400 on trade, but opted to gut it and sell it for scrap for a total of \$2975.40, including roughly \$1600 in parts that can be reused.

All route buses are now equipped with stop arm cameras for a total of seven of the Seon Systems.

The initial bus driver meeting was held August 6. GCN training will be reviewed on the 22<sup>nd</sup>. One potential driver completed the initial bus training and another is scheduled for a class at the end of the month.

- 4.4 Buildings & Grounds – Grover Priebe reported that all bleachers have been inspected and he is awaiting the report. New banners were hung in the gym. Football practice fields were painted for practices. The goal post was put back up in the north end zone and staff will be painting the main field this week for the scrimmage game and practices. The concession area at the football field has been cleaned. The emergency lights and exit light project is complete per the health, life, safety upgrade. Staff is currently working on HPU's and the roof top exhaust and ventilators. Mr. Priebe, Superintendent Potts, and Mr. Sirianni met again with the solar panel company and have been reaching out to others that have had solar projects to collect feedback and answers. Mr. Priebe met with Jonathan Wilson, the district's insurance coop safety inspector. They toured all of the buildings and are waiting on his report.

- 4.5 HS/JH Principal- Mr. Sirianni reported that Mrs. Nystrom and 16 students had a successful experience at the inaugural STEM camp. Roller coasters, egg drops, and escape rooms were just a few of the projects that the students participated in. Students seemed to be enthusiastic and our hope is that this continues and builds with more interest in future years.

This past May, East Dubuque students took AP Psychology, AP European History, and AP Calculus. A total of 22 Exams were taken by 20 students.

A breakdown of their scores are as such:

AP Psychology: Score of 5-1; 4-4; 3-2; 2-2; 1-2 Average Score of 3

AP European History: Score of 4-4; 3-2; 2-3 Average Score of 3.1

AP Calculus: Score of 2-1; 1-1 Average score of 1.5

Enrollment for Fall 2018: (as of August 8, 2018)

Grade	Students	(Totals)	May	August 2018	
7	39	August 2017			
8	57	7-8	116	111	96
9	63	9-12	234	214	224
10	51	Total 7-12	350	325	320
11	52				
12	58				

- 4.6 Elementary Principal- Mr. Heiar reported that the meet and greet on July 24th turned out to be a terrific opportunity to meet quite a few parents, students, and other community members. Mr. Heiar, Mr. Potts and Mr. Sirriani were busy the entire evening greeting families and building rapport while Becky and numerous district staff members helped pass out informational envelopes and answer questions regarding class assignments, supplies, etc.

The Elementary Character Committee met on August 8th to determine the building-wide plan to implement character education lessons, activities and celebrations this year. It was agreed to begin the year utilizing Warrior Bucks to reinforce positive behavior traits and give students the opportunity to “purchase” items from our school store and use their “bucks” to partake in all school celebrations.

Enrollment for Fall 2018: Up 17 kids from the spring 2018 numbers

<u>Grade</u>	<u>Students</u>
PreK	58
Kindergarten	45
1st	38
2nd	34
3rd	43
4th	41
5th	41
6th	47

Mr. Heiar thanked the ED staff members and families who’ve helped make his transition extremely enjoyable. Many teachers, specialists, and support staff have stopped by to assist with scheduling, curriculum planning, student placements, etc. It was a great month and staff is ready for the students to arrive on the 24th.

- 4.7 Superintendent Potts reported that t-shirts have been ordered for students and staff. There were 7 sponsors, as well as a private donor. There will be a district picture taken the first day of school at the football field, taken by Dave Kettering and his drone.

Superintendent Potts met with NWSE co-op superintendents to discuss the need for school psychologists. Currently East Dubuque shares with Scales Mound. There are only three school psychologists for all nine districts involved. The group will meet again on August 23<sup>rd</sup>.

Community events such as Splash Bash and Wingfest are fun to watch and see the community rally around the events and kids. There is a lot of positive energy to tap into and the hope is to keep up the positive momentum for our schools and district.

All positions needed for school to start have been hired. There are a few positions to look into, however, they do not affect learning.

## 5. Old Business

- 5.1 Eagle Point Solar – Mr. Priebe and Mr. Potts are in the process of obtaining references and feedback from other communities. So far the feedback they have received has been positive. They plan to visit a site that has implemented the use of solar. There will be a presentation at a future meeting.

**6. New Business**

- 6.1 Foote moved to adopt the following Policies for a 2<sup>nd</sup> reading:
- 7:60 Residence
  - 5:10 Equal Employment Opportunity and Minority Recruitment
  - 7:20 Harassment of Students Prohibited
  - 7:180 Prevention of and Response to Bullying, Intimidation, and Harassment
- January/February 2018 Press**
- 2:260 Uniform Grievance Procedures
  - 4:40 Incurring Debt
  - 5:20 Workplace Harassment Prohibited footnote and
  - 5:170 Copyright
- May/June 2018 Press**
- 2:105 Ethics and Gift Ban
  - 2:170 Procurement of Architectural, Engineering and Land Surveying Services
  - 4:20 Fund Balance
  - 4:80 Accounting and Audits
  - 4:140 Waiver of Student Fees
  - 6:10 Educational Philosophy and Objectives
  - 6:30 Organization of Instruction
  - 6:60 Curriculum Content
  - 6:120 Education of Children with Disabilities
  - 6:130 Program for the Gifted
  - 6:135 Accelerated Placement Program
  - 6:190 Extracurricular and Co-Curricular Activities
  - 6:220 Bring Your Own Technology Program
  - 6:230 Library Media Program
  - 6:240 Field Trips
  - 6:250 Community Resource Persons and Volunteers
  - 7:50 School Admissions and Student Transfers to and from Non-District Schools
  - 7:330 Student Use of Buildings – Equal Access
  - 7:340 Student Records
  - 8:25 Advertising and Distributing Materials in School Provided by Non-School Related Entities

On a second by Schulting, the motion carried on a vote of 6 ayes and 0 nays with the vote as follows: Kussmaul aye, Foote aye Loeffelholz aye, Dalberg aye, Quinn aye, and Schulting aye.

- 6.2 Foote moved to adopt the Title I Plan. On a second by Quinn, the motion carried on a vote of 6 ayes and 0 nays with the vote as follows: Dalberg aye, Foote aye Loeffelholz aye, Kussmaul aye, Quinn aye, and Schulting aye.
- 6.3 Letters were submitted by out of district staff members expressing their gratitude and benefits of having their children attend East Dubuque School District.
- 6.4 Superintendent Potts would like to schedule the Board Retreat. He will send a list of available dates to board members.
- 6.5 Superintendent Potts is looking into the possibility of creating a Curriculum/Technology/AD Position. Updates will be presented to the board when further information is compiled.
- 6.6 FOIA Request; Mary Ricke
- 6.7 The FY19 Budget was presented. Final budget will be presented at the September meeting.
- 6.8 Mr. Potts met with Corporate QNS Staff to review needs and services provided to the district.
- 6.9 The annual audit was completed by the Benning Group on July 17-18, 2018. Jenny Blocker will review the audit at the November, 2018 meeting.
- 6.10 Other New Business – none

**7. Personnel**

- 7.1 Loeffelholz moved to hire Lori Kartman as LPN/Para. On a second by Foote, the motion carried on a vote of 6 ayes and 0 nays with the vote as follows: Loeffelholz aye, Dalberg aye, Foote aye, Quinn aye, Schulting aye and Kussmaul aye.
- 7.2 Foote moved to accept the resignation of Christy Dalsing as Paraprofessional. On a second by Quinn, the motion carried on a vote of 6 ayes and 0 nays with the vote as follows: Loeffelholz aye, Dalberg aye, Foote aye, Quinn aye, Schulting aye and Kussmaul aye.
- 7.3 Quinn moved to accept the resignation of Rachel Nurre as Paraprofessional. On a second by Foote, the motion carried on a vote of 6 ayes and 0 nays with the vote as follows: Loeffelholz aye, Dalberg aye, Foote aye, Quinn aye, Schulting aye and Kussmaul aye.

- 7.4 Foote moved to accept the resignation of Margaret Marza as Paraprofessional. On a second by Quinn, the motion carried on a vote of 6 ayes and 0 nays with the vote as follows: Loeffelholz aye, Dalberg aye, Foote aye, Quinn aye, Schulting aye and Kussmaul aye.
- 7.5 Foote moved to accept the resignation of Alison Spidahl as Teacher. On a second by Quinn, the motion carried on a vote of 6 ayes and 0 nays with the vote as follows: Loeffelholz aye, Dalberg aye, Foote aye, Quinn aye, Schulting aye and Kussmaul aye.
- 7.6 Loeffelholz moved to hire Elizabeth Sand as Paraprofessional. On a second by Dalberg, the motion carried on a vote of 6 ayes and 0 nays with the vote as follows: Loeffelholz aye, Dalberg aye, Foote aye, Quinn aye, Schulting aye and Kussmaul aye.
- 7.7 Quinn moved to hire Andrea Lange as Paraprofessional. On a second by Foote, the motion carried on a vote of 6 ayes and 0 nays with the vote as follows: Loeffelholz aye, Dalberg aye, Foote aye, Quinn aye, Schulting aye and Kussmaul aye.
- 7.8 Dalberg moved to hire Emily Williams as Paraprofessional. On a second by Foote, the motion carried on a vote of 6 ayes and 0 nays with the vote as follows: Loeffelholz aye, Dalberg aye, Foote aye, Quinn aye, Schulting aye and Kussmaul aye.
- 7.9 Quinn moved to hire Pam Oney as Elementary Teacher. On a second by Dalberg, the motion carried on a vote of 6 ayes and 0 nays with the vote as follows: Loeffelholz aye, Dalberg aye, Foote aye, Quinn aye, Schulting aye and Kussmaul aye.

**8 President's Perogative**

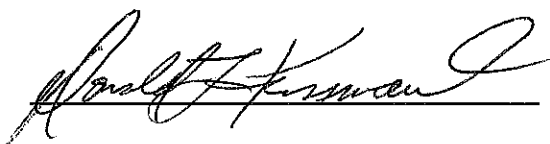
President Kussmaul gave a brief summary of the BSA Conference he attended in July.

**9 Adjourn**

Motion by Foote to adjourn. On a second from Schulting, the motion carried on a voice vote 6 ayes and 0 nays with the vote as follows: Dalberg aye, Foote aye, Loeffelholz aye, Quinn aye, Schulting aye, and Kussmaul aye.

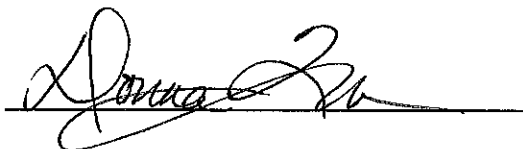
The meeting was adjourned at 7:30 p.m.

**Signed:**



**Don Kussmaul, President**

**Attest:**



**Donna Quinn, Secretary**