

School District of Rhinelander  
Board of Education

Regular Monthly Meeting  
Monday, February 18, 2019

**BOARD MEETING UPDATE**

The regular monthly meeting of the Board of Education was called to order on Monday, February 18, 2019 at 6:00 p.m. in the Superior Diesel Advanced Learning Center of Rhinelander High School; located at 665 Coolidge Avenue, Rhinelander, WI.

Ronald Counter, Board President, led the Pledge of Allegiance.

Roll Call

Board Members Present: Judy Conlin, Mary Peterson, Mike Roberts, David Holperin, Dennis O'Brien, Duane Frey, Ann Munninghoff Eshelman and Ron Counter

Board Members Absent: Benjamin Roskoskey

Approximately 10 guests were present for this meeting, as well as Superintendent Kelli Jacobi and Jamie Taylor of the Northwoods River News.

Declaration of Public Notice

President Counter indicated that the 'Declaration of Public Notice' was printed with the meeting agenda. This notice identifies the public places at which the meeting agenda was posted and/or shared.

School Board Professional Development

There was no professional development topic for this meeting.

Report Topics

President's Report

President Counter, all school board members, and all others present congratulated Teri Maney, Director of Instruction, on her hire with the Three Lakes School District as its new Superintendent of Schools. Ms. Maney will begin her responsibilities in Three Lakes on July 1, 2019.

Vice-President's Report

Vice-President Conlin reported that she will be sharing information she learned at the State Education Convention with Supt. Jacobi.

Superintendent's Report

Superintendent Jacobi reported that Board members will be provided an ID/Key Card which will allow them access to the Administration Center. The Administration Center doors are now locked and monitored for security purposes.

Superintendent Jacobi shared a compliment she was sent by a spectator at a recent hockey competition. The spectator complimented the outstanding character that the Boys' Hockey Team members and coaches showed at the event. The athletes and their coaches were well-behaved and showed very good manners toward the event competitors, as well as the attending spectators.

Superintendent Jacobi also congratulated the Boys' Swim Team members for their many successes at the State competition over the past weekend, and congratulated the Girls' Basketball Team for its conference win and the Boys' Basketball Team for its win over Antigo this past week.

Rhinelander Education Association (REA) Report

Shari Wendland, REA representative, shared information she and others have learned from attending the trauma trainings provided to staff through the Pupil Services Office.

Student Representative Report - Rhinelander High School

Ben Kubisiak, Student Council Representative, was not present to give a report.

Committee Reports

Instruction and Accountability Committee

There was no February meeting, so no report was given.

Operations and Strategic Planning Committee

Mike Roberts, Committee Chair, reported that the Committee met on February 11th with recommendations to the Board for approval of the following:

- Wall and floor tile purchase and installation for the Mike Webster Stadium concession stand facility
- Renewal of the Northwoods Community Elementary School Charter Contract
- Policy revisions relating to programs, professional staff, and finances
- First reading of three new policies (relating to programs, professional staff and students).

#### Employee Relations Committee

Committee Chair Duane Frey reported that the Committee had not met in February.

#### Capital Projects Ad Hoc Committee

Mike Roberts, Committee Chair, reported that the Committee did not meet in February.

#### CESA 9 Report

Mr. Holperin, the Board's representative to the CESA 9 Board of Control, reported that the Board met for general business.

#### Oneida/Vilas School Supt.-Board Report

Superintendent Jacobi reported that the Oneida/Vilas group has not recently met.

#### Citizens/Delegations

No citizens/delegations wished to address the Board.

#### Action and/or Discussion Topics

##### Meeting Minutes

Minutes from the January 21, 2019 Regular Monthly School Board Meeting and Minutes from the February 11, 2019 School Board Special Meeting/Retreat were approved/accepted as printed

##### Payment of December 2018 Claims and Contracted Services

The Board approved the January 2019 payment of claims in the amount of \$612,143.54 and the January 2019 payment of contracted services in the amount of \$1,078,630.69.

##### Gifts/Donations Contributed to the District

The Board accepted the following gifts/donations:

- \$100 from O'Reilly Auto Parts of Rhinelander to help defer the Rhinelander High School Dance Team's travel costs to National competition
- \$100 from Modern Interiors, LLC (Andrew & Tamara Laska) of Rhinelander to help with the needs of the Rhinelander High School Gymnastics Team
- \$50 from Belbot Hometechs (Brenda Belbot) of Rhinelander to help with the needs of the Rhinelander High School Gymnastics Team

##### Change to the 2019-2020 School Year Calendar

In December, the Board approved the 2019-2020 school year calendar. On that calendar, Friday, January 17, 2020 was labeled as a no school day for students and a professional development & staff record-keeping day for staff. Administration further reviewed the calendar and proposed that rather than January 17th being a no school day for students and a professional development & staff record-keeping day for staff, the date be changed to Monday, January 20th, as January 20th is Martin Luther King Day. The proposed change will not change the required number of school days in the year, but it will change the number of days in the 2nd quarter from 41 to 42 and the number of days in the 3rd quarter from 46 to 45.

The Board approved of the change to the 2019-2020 calendar as proposed.

##### Wall and Floor Tile for Mike Webster Stadium Concession/Team Room/Restroom Facility

Early in January, Administration sent a 'Request for Proposal' (RFP) to the following contractors in an effort to receive quotes for furnishing and installing floor and wall tile for the new concession/team room/restroom facility at Mike Webster Stadium:

- Carpetiers of Rhinelander
- Carpet City of Rhinelander
- Eagle Floor Covering Center, Eagle River, WI
- Tomahawk Flooring & Decorating, Tomahawk, WI
- Resch's Tile, Inc., Birnamwood, WI
- Greenfire Management Systems, Wausau, WI

Interested contractors were provided with a sample of the tile that was selected for the facility and had an opportunity to meet with Jeff Zdroik, Supervisor of Plant Operations, to measure the floor and wall areas to be tiled. The following two proposals were received:

- Carpetiers of Rhinelander \$38,175.00
- Resch's Tile, Inc., Birnamwood, WI \$29,500.00

With a substantial difference in the cost, Administration recommended that the proposal from Resch's Tile be accepted. Administration explained that the reason for the difference in cost may be due to Carpetiers not having the number of employees needed for installation within a certain timeline, which would increase labor/time costs. Resch's already has the tile in stock, saving ordering and delivery costs and also has a greater number of employees to complete the installation in less time. Tile has been selected for the floors rather than concrete since it is much easier to clean after use of the facility.

The District has worked with Resch's in the past and has been very satisfied with the labor and products it has provided. The Board accepted the proposal from Resch's Tile, Inc.

#### Northwoods Community Elementary School Charter Contract

The Northwoods Community Elementary School (NCES) charter contract ends with the current school year. A new contract was drafted for continuance of the school over the next five years (2019-20, 2020-21, 2021-22, 2022-23, and 2023-24). If there would be a concern with continuing this school as an elementary charter, the contract could be terminated prior to the end of five years if agreed to by all parties.

The Board approved the contract renewal between the District and NCES for the next five years for the purpose of continuing the operations of the Northwoods Community Elementary School.

#### Revisions to Policies Relating to Programs

Pursuant to the recommendation of NEOLA, the Board approved the revisions to the following policies relating to District programs:

- Policy 2131, Educational Goals and Expectations - Revised to provide the accurate wording that reflects the legislative amendment to the academic standards and guidelines pertaining to personal health.
- Policy 2271, Early College Credit Program - Revised to note that the District is responsible for payment and materials of 18 post-secondary credits and that notice of Early College Credit Program (ECCP) options must first be provided to 8th-11th grade students, although participation is limited to high school students.
- Policy 2412, Homebound Instruction - Revised to reflect current law and standards as they relate to homebound instruction. (The last revision made to this policy was February 2005.)

#### Revisions to Policies Relating to Professional Employees

Also pursuant to the recommendation of NEOLA, the District's policy consulting firm, the Board approved the revisions to the following policies relating to professional employees:

- Policy 3120.04, Employment of Substitutes - Revised to allow for either the employment of or the contracting with a service to provide substitute teachers, and to account for the ever-expanding types of licensure available. The District's interest is in having substitutes that are properly certified and preferably grade level and subject matter certified, but must retain flexibility to use any various mechanisms for certification.
- Policy 3160, Physical Examination - Revisions make it clear that the job performance language is related to professional staff and not the Superintendent. Two more statutes are also cited.
- Policy 3230, Conflict of Interest - Revised to clarify the prohibition on providing tutoring services for a fee. Many school district employees, particularly teachers, serve as private tutors for students arranged outside of school and on their own time. Provided that these paid services are truly outside the scope of the regular duties of the individual and are not a requirement of any program, class, or project, this can be permitted.

This policy has also been revised to clarify the scope of the conflict of interest laws, particularly as it pertains to situations when there is a conflict or a potential conflict, and to clearly identify that the conflict may not harm the interests of the District.

- Policy 3430.01, Family and Medical Leave of Absence (FMLA) - Revised to include more specific

information relating to a professional employee taking Family and Medical Leave of Absence (FMLA) pursuant to state and federal guidelines.

#### Revisions to Policy 6152, Student Fees, Fines, and Charges

The following revisions were made to Policy 6152 as recommended by NEOLA and Administration, and approved by the Board:

The Board may levy certain charges to students to facilitate the utilization of adequate, appropriate learning materials used in the course of instruction. If the District determines that a student is in serious financial need, it may choose to provide any or all such materials free of charge.

After application by the parent/student for free/reduced lunch status, and if the student qualifies for free lunch the student school supplies fees will be waived. If the student qualifies for reduced lunch status, the student school supplies fees will be reduced by fifty percent (50%) of the cost. After free/reduced lunch application is submitted, ~~no additional application/waiver form will be necessary for the waiver/reduction of student fees~~ **a 'Shared Information Form' must be submitted to the school office or the Food Service Director by December 1st.** -

A charge shall not exceed the combined cost of the material used, freight and/or handling charges, and nominal add-on for loss. Money received from resale of such material shall be returned to the building principal's office with an accurate accounting of all transactions.

When school property, equipment, or supplies are damaged, lost, or taken by a student, a fine will be assessed. The fine will be reasonable, seeking only to compensate the school for the expense or loss incurred.

The late return of borrowed books or materials from the school libraries will be subject to appropriate fines.

Any fees or fines collected by members of the staff are to be turned in to the building principal's office within twenty-four (24) hours after collection.

In the event the above course of action does not result in the fee being collected, the Board authorizes the Director of Business Services to take the student and/or his/her parents to small claims court or a collection agency for collection.

#### **Any fee waived must be approved by the Director of Business Services.**

Nothing in this policy restricts the right of access of a parent or student to school records or to receive copies of such records as required by state and federal laws.

The revisions reflect the current process used for student fees, fines and charges; particularly food service fees, and to also reflect that waiving fees must be approved by the Director of Business Services.

#### First Reading of New Policies

The adoption of three new policies was proposed. One policy, #2461, Recording of Individualized Education Program (IEP) Team Meetings, which relates to student programs, addresses the topic of tape recording of IEP meetings in an effort to implement parental rights under IDEA (Individuals with Disabilities Education Act), Section 504 of the Rehabilitation Act of 1973, and/or the Americans with Disabilities Act.

Policy 3120.10, Job Sharing, (for professional staff) was developed to provide direction for consideration of job share requests. There are staff members who may not be able to work on a full-time basis, but could work part-time through a job-sharing process. This policy gives Administration direction on implementation of the program.

Policy 5720, Student Activism, was shared by NEOLA to address a concern relating to students who wish to express their opinions and/or take a stand on an issue. This policy was developed with the assistance of the school board.

The Board approved a first reading of all three new policies.

#### Enter Closed Session

The Board entered closed session at 6:30 p.m. to consider staff contracts, the hire of staff, and the histories and/or disciplinary data of specific persons.