



School District of Altoona

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Dr. Connie Biedron, Superintendent

www.altoona.k12.wi.us

ALTOONA BOARD OF EDUCATION

Regular Meeting
District Board Room
809 7th Street West
August 17, 2015
6:30 p.m.

1. The Regular Meeting of the Altoona Board of Education was called to order by Board President, Helen Drawbert at 6:31 p.m. in the District board room.
2. Roll call was taken and the following were present:
Helen S. Drawbert, President
Robin E. Elvig, Vice President
Michael J. Hilger, Clerk
Bradley D. Poquette, Treasurer
David A. Rowe, Member
Dr. Connie M. Biedron, Superintendent
Joyce M. Orth, Board Secretary
3. Reading of Public Notice. Report of notice was given. All posting requirements were met and posting places are noted: Altoona City Hall, Altoona Post Office, school district office, high school office, middle school office, and elementary school office.
4. Pledge of Allegiance
5. Rules for Meeting
6. Approval of Minutes. a. August 3, 2015 Regular Meeting. Motion by Rowe to approve the minutes as presented, seconded by Poquette. Elvig, yes; Rowe, yes; Hilger, yes; Poquette, yes; Drawbert, abstain. Motion carried 4-0.
7. Public Participation. a. Non-Agenda items - public comment and concern. (1) Helen Drawbert shared positive feedback from today's opening session with all staff. (2) Dave Rowe inquired about the release of 2014/15 report cards. Due to SB 67, school report cards have been put on hold for one year, and the DPI will not be producing school and district report cards for 2014/15. b. Agenda items - public comment and concern. None.
8. Treasurer's Report. a. Approval of Checks for Payment. Motion by Elvig to approve General Fund checks totaling \$295,783.48 and Student Activity Fund checks totaling \$1,240.00 as presented, seconded by Hilger. Rowe, yes; Hilger, yes; Poquette, yes; Elvig, yes; Drawbert, yes. Motion carried 5-0.
b. Approval of Treasurer's Report. Motion by Rowe to approve the Treasurer's Report as presented, seconded by Elvig. Hilger, yes; Poquette, yes; Elvig, yes; Rowe, yes; Drawbert, yes. Motion carried 5-0.
c. Expenditures and Revenues. Expenditures and revenues as of August 11, 2015 were included in packets.

9. Information. **a. Committee Reports.** (1) Negotiation Committee/Meet and Confer Sessions. The Negotiations Committee held a “meet and confer” session with representatives from food service and clerical/aide employees groups on August 13 offering the current CPI base wage increase (1.62%). The committee will meet with custodial/maintenance and teacher groups on August 18. **b. General Information.** None. **c. President’s Report.** (1) Key Work of School Boards. All board members attended the August 12 workshop at CESA 10. (2) Region 4 Meeting. The Fall Regional Meeting will be held on October 14 at the Holiday Inn Eau Claire South, starting at 6:00 p.m. The meeting follows an optional workshop scheduled from 4:00 to 6:00 p.m. (3) October Visits to Classrooms. Dr. Biedron will get feedback from the principals about board visits to classrooms during the weeks of October 12 and 19. **d. Superintendent’s Report.** (1) Cluster A Retreat. Cluster A administrators and administrative staff attended the Cluster A Retreat on August 6 at UW-Eau Claire Centennial Hall. Speakers were Chancellor James Schmidt, Dan Slowey, and Jimmy Casas (via Skype). (2) Joint Review Board Meeting. Dr. Biedron reviewed the August 10 meeting. A resolution amending the Tax Incremental District Number 3 was adopted. (3) Mentor Training. The August 10-12 mentor training program was reviewed. As part of the program, a luncheon was held on August 11 for all new staff. Helen Drawbert, Mike Hilger and Brad Poquette attended on behalf of the board. (4) Back to School Inservice. Highlights from today’s inservice were shared. Helen Drawbert, Brad Poquette and Dave Rowe attended the opening session. (5) On Track for the Future! Building Project Update. The current status of building projects was reviewed. Recent bids for water and sewer came in under budget. (6) High School Open House. Dr. Biedron will proceed with scheduling an open house. September 24 was discussed as a potential date. (7) Other Meetings, News and Events. None.
10. Board Action after Consideration and Discussion. **a. Consider Resignation of Middle School Volleyball Coach.** Motion by Elvig to accept the resignation of Brittany Torud from her position as middle school volleyball coach, seconded by Rowe. Poquette, yes; Elvig, yes; Rowe, yes; Hilger, yes; Drawbert, yes. Motion carried 5-0. **b. Consider Employment Recommendation to Fill Extracurricular Positions.** Motion by Elvig to approve coaching assignments for the 2015/16 season as recommended: Kelly Herman, head middle school volleyball (grade 7); Scott Mateski, head middle school football; Allie Lenz, high school cross country assistant; Kyle Webster, middle school soccer; Troy Oestreich, head high school baseball; Thaddeus Brown, middle school football assistant (grade 7); and Matthew Sanders, middle school football assistant (grade 8), seconded by Poquette. Elvig, yes; Rowe, yes; Hilger, yes; Poquette, yes; Drawbert, yes. Motion carried 5-0. **c. Consider Employment Recommendation to Fill .50 Special Education Aide Position Limited Term for 2015/16.** Motion by Elvig to reemploy Tamara Lattimore as part-time (.50) special education aide on a limited term for 2015/16 as recommended, seconded by Hilger. Rowe, yes; Hilger, yes; Poquette, yes; Elvig, yes; Drawbert, yes. Motion carried 5-0. **d. Consider Employment Recommendation to Fill .50 Special Education Aide Position Limited Term for 2015/16.** Motion by Poquette to employ Patricia Lenz as part-time (.50) special education aide on a limited term for 2015/16 as recommended, seconded by Elvig. Hilger, yes; Poquette, yes; Elvig, yes; Rowe, yes; Drawbert, yes. Motion carried 5-0. **e. Consider Recommendation for Continuation of and Employment in .75 Special Education Position for Limited Term 2015/16.** Motion by Rowe to employ Joseph Darnell as part-time (.75) special education aide on a limited term for 2015/16 as recommended, seconded by Elvig. Poquette, yes; Elvig, yes; Rowe, yes; Hilger, yes; Drawbert, yes. Motion carried 5-0. **f. Consider Recommendation for Increased FTE for Middle School Program Aide Due to Enrollments.** Motion by Elvig to approve the increase in FTE to full-time for middle school program aide Mary Gonstead as recommended, seconded by Hilger. Elvig, yes; Rowe, yes; Hilger, yes; Poquette, yes; Drawbert, yes. Motion carried 5-0. **g. Consider Recommendation for Increased FTE for Middle School Program Aide Due to Enrollments.** Motion by Elvig to approve the increase in FTE to full-time for middle school program aide Amy Thiede as recommended, seconded by Poquette. Rowe, yes; Hilger, yes; Poquette, yes; Elvig, yes; Drawbert, yes. Motion carried 5-0.

- h. Consider Adoption of Job Description for Maintenance. No action taken.
- i. Consider 66.0301 Cooperative Agreement with the Eau Claire Area School District for Special Education Services. Motion by Elvig to approve the 66.0301 Agreement with the Eau Claire Area School District for 2015/16 special education services as presented, seconded by Rowe. Poquette, yes; Elvig, yes; Rowe, yes; Hilger, yes; Drawbert, yes. Motion carried 5-0.
- j. Consider 66.0301 Cooperative Agreement with the Menomonie School District for Special Education Services. Motion by Rowe to approve the 66.0301 Agreement with the Menomonie School District for 2015/16 special education services as presented, seconded by Elvig. Elvig, yes; Rowe, yes; Hilger, yes; Poquette, yes; Drawbert, yes. Motion carried 5-0.
- k. Consider Increase in Base Wage for Clerical/Aide Employees. Motion by Elvig to approve the base wage increase of 1.62% for clerical/aide employees for 2015/16 as presented, seconded by Rowe. Rowe, yes; Hilger, yes; Poquette, yes; Elvig, yes; Drawbert, yes. Motion carried 5-0.
- l. Consider Increase in Base Wage for Food Service Employees. Motion by Elvig to approve the base wage increase of 1.62% for food service employees for 2015/16 as presented, seconded by Hilger. Hilger, yes; Poquette, yes; Elvig, yes; Rowe, yes; Drawbert, yes. Motion carried 5-0.
11. Closed Session as Per Section 19.95(1) (c), (1) (e), (1) (f) Wisc. Statutes. Motion by Rowe to adjourn into closed session at 7:32 p.m., seconded by Hilger. Poquette, yes; Elvig, yes; Rowe, yes; Hilger, yes; Drawbert, yes. Motion carried 5-0.
- a. Consider Closed Sessions Minutes for August 3, 2015;
- b. Update from Negotiations Committee regarding contract negotiations parameters and compensation for professional educators, custodial/maintenance, administration, administrative staff and other support staff - 19.85(1)(c), (1)(e);
- c. Consideration and update concerning a specific personnel problem (performance evaluation of and continued employment of administrative staff) – 19.85 (1) (c), (1) (f).
12. Reconvene into Open Session and Take Necessary Action. Motion by Elvig to reconvene at 9:22 p.m., and take necessary action, seconded by Rowe. Elvig, yes; Rowe, yes; Hilger, yes; Poquette, yes; Drawbert, yes. Motion carried 5-0.
- a. Consider 2015/16 Salary for Superintendent. Motion by Rowe to set the 2015/16 salary for the superintendent at \$125,084 as presented, seconded by Hilger. Rowe, yes; Hilger, yes; Poquette, yes; Elvig, yes; Drawbert, yes. Motion carried 5-0.
- b. Consider 2015/16 Salary and Vacation Days for Business Manager. Motion by Elvig to set the 2015/16 salary for the business manager at \$89,426 and vacation days at five (5) weeks as presented, seconded by Poquette. Hilger, yes; Poquette, yes; Elvig, yes; Rowe, yes; Drawbert, yes. Motion carried 5-0.
- c. Consider 2015/16 Salary and Vacation Days for Director of Special Education & Pupil Services. Motion by Elvig to set the 2015/16 salary for the director of special education and pupil services at \$78,247 and vacation days at five (5) weeks as presented, seconded by Rowe. Poquette, yes; Elvig, yes; Rowe, yes; Hilger, yes; Drawbert, yes. Motion carried 5-0.
- d. Consider 2015/16 Salary for Director of Instruction. Motion by Rowe to set the 2015/16 salary for the director of instruction at \$70,000 as presented, seconded by Poquette. Elvig, yes; Rowe, yes; Hilger, yes; Poquette, yes; Drawbert, yes. Motion carried 5-0.
- e. Consider 2015/16 Salary and Contract Days for Principals. Motion by Poquette to set the 2015/16 salary for the intermediate/middle school principal at \$87,032 and contract days at 220; the elementary school principal at \$79,807 and contract days at 220; and the high school principal at \$88,109 and contract days at 215; as presented, seconded by Rowe. Rowe, yes; Hilger, yes; Poquette, yes; Elvig, yes; Drawbert, yes. Motion carried 5-0.
- f. Consider 2015/16 Salary for Dean of Students. Motion by Poquette to set the 2015/16 salary for the dean of students at \$70,000 as presented, seconded by Elvig. Hilger, yes; Poquette, yes; Elvig, yes; Rowe, yes; Drawbert, yes. Motion carried 5-0.
- g. Consider 2015/16 Salary and Contract Days for Reading Specialist. Motion by Elvig to set the 2015/16 salary for the reading specialist at \$55,846 and contract days at 198 as presented, seconded by Rowe. Poquette, yes; Elvig, yes; Rowe, yes; Hilger, yes; Drawbert, yes. Motion carried 5-0.
- h. Consider 2015/16 Salary for Gifted and Talented Coordinator. Motion by Elvig to set the 2015/16 salary for the gifted and talented coordinator at \$55,230 as presented, seconded by Rowe. Elvig, yes; Rowe, yes; Hilger, yes; Poquette, yes; Drawbert, abstain. Motion carried 4-0.

- i. Consider 2015/16 Salary and Contract Days for School Nurse. Motion by Poquette to set the 2015/16 salary for the school nurse at \$53,645 and contract days at 195 as presented, seconded by Rowe. Rowe, yes; Hilger, yes; Poquette, yes; Elvig, yes; Drawbert, yes. Motion carried 5-0. j. Consider 2015/16 Salary and Vacation Days for Administrative Assistant, Pupil Services and Curriculum. Motion by Elvig to set the 2015/16 salary for the administrative assistant, pupil services and curriculum at \$31,212.05 and vacation days at three (3) weeks as presented, seconded by Poquette. Hilger, yes; Poquette, yes; Elvig, yes; Rowe, yes; Drawbert, yes. Motion carried 5-0. k. Consider 2015/16 Salary and Stipend for Network Specialist. Motion by Rowe to set the 2015/16 salary for the computer network support technician at \$45,000 and internet stipend at \$599.88 as presented, seconded by Hilger. Poquette, yes; Elvig, yes; Rowe, yes; Hilger, yes; Drawbert, yes. Motion carried 5-0. l. Consider 2015/16 Salary and Vacation Day Payout for Executive Assistant/Board Secretary. Motion by Elvig to set the 2015/16 salary for the executive assistant/board secretary at \$58,922 and increase vacation day payout option to 15 days as presented, seconded by Poquette. Elvig, yes; Rowe, yes; Hilger, yes; Poquette, yes; Drawbert, yes. Motion carried 5-0. m. Consider 2015/16 Salary for Maintenance Team Supervisor. Motion by Elvig to set the 2015/16 salary for the maintenance team supervisor at \$56,779 as presented, seconded by Rowe. Rowe, yes; Hilger, yes; Poquette, yes; Elvig, yes; Drawbert, yes. Motion carried 5-0. n. Consider 2015/16 Salary for Director of Food and Nutrition Services. Motion by Elvig to set the 2015/16 salary for the director of food and nutrition services at \$35/hour as presented, seconded by Poquette. Hilger, yes; Poquette, yes; Elvig, yes; Rowe, yes; Drawbert, yes. Motion carried 5-0. o. Consider 2015/16 Salary for Elementary Intervention Specialist. Motion by Rowe to set the 2015/16 salary for the elementary intervention specialist at \$29,295 as presented, seconded by Hilger. Poquette, yes; Elvig, yes; Rowe, yes; Hilger, yes; Drawbert, yes. Motion carried 5-0. p. Consider 2015/16 Salary for Technology Coordinator. Motion by Elvig to set the 2015/16 salary for the technology coordinator at \$75,158 as presented, seconded by Poquette. Elvig, yes; Rowe, yes; Hilger, yes; Poquette, yes; Drawbert, yes. Motion carried 5-0. q. Consider 2015/16 Salary for Maintenance. No action taken. r. Consider 2015/16 Contract for Payroll and Benefits Specialist and Financial Assistant. Motion by Elvig to approve the 2015/16 contract at a salary of \$50,000 for the Payroll and Benefits Specialist and Financial Assistant as presented, seconded by Hilger. Rowe, yes; Hilger, yes; Poquette, yes; Elvig, yes; Drawbert, yes. Motion carried 5-0. s. Consider 2015/16 Contract for Student Data Systems and Financial Assistant. Motion by Rowe to approve the 2015/16 contract at a salary of \$45,000 for the Student Data Systems and Financial Assistant as presented, seconded by Hilger. Hilger, yes; Poquette, yes; Elvig, yes; Rowe, yes; Drawbert, yes. Motion carried 5-0.
13. Adjournment. Motion by Elvig to adjourn at 9:29 p.m., seconded by Hilger. Poquette, yes; Elvig, yes; Rowe, yes; Hilger, yes; Drawbert, yes. Motion carried 5-0.

The next Regular Meeting of the Altoona Board of Education is scheduled for Tuesday, September 8, 2015 at 6:30 p.m. in the District board room, 809 7th Street West, Altoona.

Joyce M. Orth CAP, Board Secretary

District Clerk

The vision of the Altoona School District, in partnership with our students, their families, and our community, is to build a foundation for life-long learning and the emotional well-being of our students. We are dedicated to offering large school opportunities with a small school approach.