

ARROWHEAD UNION HIGH SCHOOL DISTRICT  
BOARD OF EDUCATION MEETING  
MARCH 10, 2010  
MINUTES

The meeting was called to order by President LeBlanc at 7:03 p.m. in the District Office Board Room.

Everyone rose for the Pledge of Allegiance.

Members present: Joe LeBlanc, Bob Rosch, Sue Schultz, Craig Thompson, Jack Gutschenritter, Mike Kusch, Kent Rice, Judie Ristow (arrived at 7:55 p.m.), Al Zietlow

Administration present: Craig Jefson, Steve Kopecky, Gregg Wieczorek, Deb Paradowski

Staff present: Jake Polancich, Stacey Zwirlein, Mary Ann Beckman, Eileen Dlobik, Mark Johnson, Amy Finn

Others present: JoAnn Bahr, Brian Dorow

Mary Beth Eckels and Donna Vrakas, School Board Candidates (Hartland/Lakeside Seat)

The meeting was properly posted.

Moved by Zietlow, seconded by Thompson to approve the minutes of the February 10, 2010, Special Board meeting and the February 10, 2010, Regular Board meeting as presented. Motion Carried.

Moved by Kusch, seconded by Rosch to approve the operating bill list and pay vouchers 125427, 125529, 126049-126063, 126065, 126151-126316, 126318-126538, 126540-126690, 200900203-200900204, and 200900207-200900208 in the amount of \$1,832,529.08. Motion Carried.

CITIZEN COMMUNICATIONS AND COMMENTS – Mr. Brian Dorow, who is a candidate for the 33rd District of the State Assembly, introduced himself to the Board of Education.

Mrs. Ristow reminded everyone that the spring election is scheduled for April 6, 2010. She noted that for the Arrowhead School Board, all district residents vote for one candidate for each of the three seats on the ballot.

SUPERINTENDENT'S REPORT – Mr. Jefson stated that the reading achievement data will be presented at the April regular Board meeting.

Jake Polancich and Stacey Zwirlein, band directors, reported on the Wind Ensemble Commission Concert, which was held on December 3, 2009. They played an excerpt from their recorded performance of the world premiere of Instinctive Travels by composer Michael Markowski. The video also included the students rehearsing with the composer and feedback from the students regarding their experiences with the project. The hope is that this will become a continuing process so that other students will have the same opportunity.

Mary Ann Beckman, Eileen Dlobik, Mark Johnson, and Amy Finn reported on the 3 to 6 program and the special education Transition program. These programs offer alternative programming for students who struggle with being in classrooms all day long and offers students who are credit deficient or have been expelled from regular school days a second chance to earn their way back into the regular school day. Ms. Dlobik presented a video of students describing their duties and experiences at their job internships. The lead teacher, Mr. Johnson, stated that students can earn reading, social studies, and fitness credits. He also shared that students have named the after-school program, TRICKS (Transitional Resources Individualized Collaborative Knowledge and Skills). The speech/language pathologist, Ms. Finn, and school psychologist, Ms. Michelle Altenberger, also work with the students. Dr. Beckman, special education director, and Ms. Deb Paradowski, associate principal, divide their time as the on-site administrator. Several students were also present this evening to share their positive experiences resulting from their participation in these programs.

Mrs. Ristow arrived at this time.

Mr. Wieczorek presented a proposed initiative to address concerns expressed by a parent resulting from an incident that occurred in her home after homecoming involving several freshman girls who were found to have condoms in their purses. The parent expressed concern regarding their views that a boy is entitled to certain things because he spent money on them. Research has shown that topics parents are least comfortable talking to their children about is drugs and sex. Mr. Wieczorek stated that there is administrative consensus that the school has a responsibility to address these matters and is requesting

Board of Education support to bring in speakers who could address these issues with parents. Mr. Wieczorek stated that the elementary school district superintendents support the initiatives. One speaker being considered is Sister Kieran Sawyer, the former director of the TYME OUT Youth Center in Stone Bank. Preliminary plans are to schedule a presentation for parents of 8<sup>th</sup> and 9<sup>th</sup> grade students at the end of April or early May. Also being planned is a program to be presented by a non-profit group, “YourChoice”, for parents and students in 7<sup>th</sup>-12<sup>th</sup> grade to openly discuss the issue of drugs and alcohol and the devastating effects they can have on young people and their families. Mr. Wieczorek stated that they would like to arrange to have this presentation before spring break and is proposing to schedule the speaker on Tuesday, March 30, 2010, from 6:30-8:00 p.m. at North Campus. They would meet initially as one group with a question and answer session, and then parents and students would meet separately to provide an opportunity for open discussion. Future presentations could be scheduled during freshman orientation, and potential grants are being investigated. The Board of Education expressed their support for these initiatives.

Mr. Jefson provided an update regarding the Office of Civil Rights (OCR) complaints. On February 17, 2010, we received notification from OCR that the first complaint, filed in the fall of 2006, and the settlement agreement signed by the Board of Education in the fall of 2008 have been finalized. There were two items in the agreement to be addressed: 1) the condition of the field hockey field, and 2) the softball field dugouts and tarp. The second item was taken care of in the fall of 2009 and was approved by the OCR at that time. There were still some concerns regarding the condition of the field, and the OCR returned for another site visit in spring and gathered additional information. On February 17, 2010, we received notification from the OCR that the complaint has been closed. The OCR has concluded their investigation, and we have fulfilled all of the requirements of the agreement. Any appeals of their decision will be handled by the OCR. The second complaint is still open and will be discussed further this evening in closed session. Mr. Jefson stated that the OCR legal representatives asked him to share with the Board their appreciation for the extreme patience and cooperation the school district has afforded them throughout the process of their investigation.

Mr. Rice asked how much time and money has been spent on the OCR complaints? Mr. Jefson replied that hundreds of hours of his time have been spent and more than \$50,000 in attorney fees alone. This does not include the time spent by staff or former administrators.

**CURRICULUM** – Chairperson Schultz reported on the February 25, 2010, meeting. The committee received an update regarding the Common Core State Standards Initiative. Wisconsin is one of 48 states involved in this initiative. Dr. Laugerman is on the State Assessment Team that is making recommendations to the Department of Public Instruction. They expect to complete work on grade-by-grade expectations for students in English and math by early spring. It is anticipated that the state will adopt the new standards, using them to craft the new statewide test. The state is also planning to compete for federal funds to be awarded in the fall for test development.

The committee was informed that the initial meetings of the Arrowhead Area Learning Network (AALN) are scheduled for March 11 and 31, 2010. Arrowhead currently has 16 teachers who will be involved in this group, which will be working to shape the direction in developing a learning network for our professional staff. The work of the AALN will be presented to the area superintendents in May and then to their respective school boards.

The committee was updated regarding the progress being made with the innovative learning efforts. The first meeting of this group took place on February 16, 2010. The group has expanded to approximately 50 staff members from the Arrowhead, Hartland/Lakeside, and Merton School Districts. Their next meeting is scheduled for March 17, 2010. The focus of this meeting will be to develop concepts for implementation.

The next Curriculum Committee meeting is scheduled for March 25, 2010, at 7:00 a.m.

**FINANCE & LEGISLATION** – Chairperson Thompson reported on the February 24, 2010, meeting. The committee was presented with a review of its casualty insurance program with Community Insurance Corp. (CIC) and its workers compensation insurance with Wilson Mutual since July 1, 2009, when the district changed insurance carriers.

The committee was updated regarding the status of the 2010/2011 budget development. The budget development process is on schedule. The Finance Committee will meet on March 30, 2010, at 7:00 a.m., to review the draft 2010/2011 budget.

The committee discussed the extension of the transportation contract with Dousman Transport, Inc. As per the terms of the Agreement, the contract will be extended an additional year unless notice is given prior to May 1 that the Agreement will not be extended. The committee agreed to the extension of the Agreement one additional year to June 30, 2015.

The committee reviewed the 2009 musical, *Footloose*, financial statement of expenses and revenues as of February 15, 2010. Revenues exceeded expenses by \$20,828. This revenue balance will be used for theater maintenance, upgrades, and/or equipment.

Mr. Thompson also reported that the life insurance backed OPEB funding mechanism has been put on hold by the company that originally presented the idea to the committee; therefore, the district will not complete a study to show the viability of this funding mechanism.

Moved by Thompson, seconded by Kusch to approve the 2010/2011 Facility Use Fee Schedule as recommended by the Finance Committee. Motion Carried.

Moved by Thompson, seconded by Zietlow to approve the 2010/2011 Student Fee Schedule as recommended by the Finance Committee. Roll Call Vote: Rice – aye, Kusch – aye, Schultz – aye, Rosch – aye, LeBlanc – aye, Ristow – no, Zietlow – aye, Thompson – aye, Gutschenritter – aye. Aye – 8 and No – 1 (Ristow). Motion Carried.

**BUILDINGS & GROUNDS** – Chairperson Zietlow reported on the March 3, 2010, meeting. The committee reviewed a bid summary for the 2010 Roof Rehabilitation Project, identified as roof section 20, which is a large area of the South Campus facility. The committee approved accepting Base Bids AUHSD-01, 02, and 03 from SRS Roofing and Sheet Metal, Inc. in the amount of \$178,600, as recommended by InSite Consulting Services. The budget for this project is \$218,000, and is included in the Capital Expansion budget.

The committee reviewed the Buildings and Grounds 2010/2011 Supplemental/Capital Expansion Budget Plan. The committee will continue their review at their next meeting.

The committee received an update regarding the fundraising efforts in support of addressing the Stadium Bleacher Project. They also reviewed a proposal from Eppstein Uhen Architects for the cost of engineering the design of the project. The committee agreed to approve administration moving forward with obtaining bids for the project with the understanding that no contracts will be signed until the private donations have been secured by the district.

The committee continued their discussion of the Land and Facility Use Plan. The committee is targeting May 2010 for a plan to be developed on a third building and what would be housed at that facility. The Board will define the role and involvement of staff, community, and feeder schools. The administration was charged with providing feedback on the following items: 1) a third building housing a Performing Arts Center, along with additional classrooms/learning areas; 2) potential for expanding the 4/5 classrooms onto the South Campus building; 3) creating options for consideration on the spaces that potentially could open up as a result of shifting programs to a third building; and 4) the Activities Department developing a plan for any programs that could be displaced as a result of a third building, and additionally, developing a plan to identify the potential uses for the district's property north of Hwy. K.

The committee also reviewed a document from Eppstein Uhen Architects outlining fees, master planning, referendum planning support, basic architectural services, and reimbursement expenses. The committee directed administration to develop an RFP for architectural services for a building project to be presented for review and consideration at their next meeting, which is scheduled for March 24, 2010, at 7:00 a.m. The committee identified 2012 for the additional space needs due to the projected increase in enrollment.

**PERSONNEL** – Closed session report.

The next Personnel Committee meeting was scheduled for March 18, 2010, at 7:00 a.m. The Policy Committee meeting scheduled for that day was canceled.

**POLICY** – Chairperson Ristow reported on the February 18, 2010, meeting.

Moved by Ristow, seconded by Rice to approve new Policy 614.1 Special/Education/At-Risk Student Enrollment\*\*, as recommended by the Policy Committee. Motion Carried.

Moved by Ristow, seconded by Zietlow to approve the Arrowhead Union High School District Policies and Procedures Manual and Appendices in its entirety, as recommended by the Policy Committee. Motion Carried.

WASB – The WASB Region 11 New Board Member Gathering is scheduled for April 21, 2010, at 7:00 p.m., at the Greendale School District Administration Building Board Room.

CESA – The next CESA #1 Board of Control meeting is scheduled for March 16, 2010.

ADSEC – Mr. Jefson provided an update on the status of ADSEC teaching and support staff positions. The ADSEC teaching staff preliminary layoff notices are an agenda item for Board of Education discussion and action this evening.

ENDOWMENT FUND – No report.

#### NEW BUSINESS:

Moved by Ristow, seconded by Kusch to approve the ADSEC teaching staff preliminary layoff notices for Amy Finn (Arrowhead High School-reduction of .85 FTE), Emily Carlton (Lake Country School-reduction of 1.0 FTE), Kathryn Wentland (Lake Country School-reduction of 1.0 FTE), Beth McFadzen (Lake Country School-reduction of 1.0 FTE), Carol Kuehl (Stone Bank School-reduction of 1.0 FTE), Carolyn Neureuther (Richmond School-reduction of 1.0 FTE), Janine Jungbluth (North Lake School-reduction of 1.0 FTE), and Carrie Begalke (North Lake School-reduction of .45 FTE), effective at the end of the 2009/2010 contract year, in accordance with the provisions of the collective bargaining agreement. Motion Carried.

Moved by Rosch, seconded by Kusch to accept the retirement of Carl Valimont as the Head Boys Ice Hockey Coach, effective February 24, 2010. Motion Carried. It was requested that a letter of appreciation be sent to Mr. Valimont on behalf of the Board of Education for his 11 years of service to the hockey program.

Moved by Zietlow, seconded by Rice to accept the retirement of Carolyn Ovans, effective at the conclusion of the 2009/2010 school year (13 years of service). Motion Carried.

Moved by Rosch, seconded by Thompson to approve the contracts for John Brauer (Asst. Girls Track Coach) and Danika Talbot (Asst. Girls Track Coach). Motion Carried.

Mr. Kopecky reviewed the 2010/2011 Open Enrollment Summary dated March 1, 2010. We are projecting 49 new open enrollment students (out of 97 applications received) in 2010/2011, with 88 returning open enrollment students, for a total of 137 students. We are also projecting that a total of 43 resident students will attend other districts, for a net of 94 open enrollment students.

Moved by Ristow, seconded by Gutschenritter to approve the 2010/2011 Open Enrollment Attendance Requests provided students have no expulsions on record or pending, space is available, and there is no undue financial burden on the Arrowhead Union High School District for those students who will be receiving special education. Motion Carried.

Moved by Zietlow, seconded by Rice to approve a 66.0301 Agreement between the Arrowhead Union High School District, Lake Country School District, Merton School District, North Lake School District, Richmond School District, Stone Bank School District, and Swallow School District to enter into a Shared Services Contract for the operation of Special Education Transportation Services for the 2010/2011 – 2012/2013 school years, as presented. Motion Carried.

Mr. Kopecky reviewed the food service contractor bid process. The district received a total of five bids. The Food Service Committee interviewed all five vendors and narrowed the list down to three following the vendor presentations on February 1, 2010. The committee then made site visits to schools having a food service program operated by each of the three finalists. On February 22, 2010, the committee unanimously chose to recommend Chartwells as the district's next contracted food service management company and recommends entering into a one-year contract with the option to enter into four additional one-year contracts.

Moved by Rice, seconded by Rosch to approve the food service management contract with Chartwells, as recommended by the Food Service Committee. Motion Carried.

Moved by Zietlow, seconded by Kusch that pursuant to State Statute 19.85(1)(c)(e), the Board of Education will move into closed session and reconvene to address public business matters:

- Personnel Negotiations
- Leave of Absence Request
- 2009/2010 Confidential Support Staff Salaries
- OCR Complaint

Roll Call Vote: Gutschenritter – aye, Thompson – aye, Zietlow – aye, Ristow – aye, LeBlanc – aye, Rosch – aye, Schultz – aye, Kusch – aye, Rice – aye. Motion Carried.

Mrs. Ristow left the meeting at 11:18 p.m.

Moved by Zietlow, seconded by Rosch to move into open session.

Roll Call Vote: Gutschenritter – aye, Kusch – aye, LeBlanc – aye, Rice – aye, Rosch – aye, Schultz – aye, Thompson – aye, Zietlow – aye. Motion Carried.

The Board of Education took no action on the request for a leave of absence, as the request had been withdrawn.

Moved by Rosch, seconded by Zietlow to approve the 2009/2010 confidential support staff salaries as presented. Motion Carried.

FUTURE AGENDA ITEMS – None presented.

Moved by Rice, seconded by Rosch to adjourn. Motion Carried.

The meeting adjourned at 11:28 p.m.

Respectfully submitted,

Diane Hoag  
Recording Secretary

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Susan M. Schultz, Clerk