

ARROWHEAD UNION HIGH SCHOOL DISTRICT  
BOARD OF EDUCATION MEETING  
DECEMBER 10, 2003  
MINUTES

The meeting was called to order by President Goodnow at 7:15 p.m. in the South Campus Conference Room.

Everyone rose for the Pledge of Allegiance.

Members present: Jack Goodnow, John Greidanus, Jack Gutschenritter, Randy Howell, Joe LeBlanc, Judie Ristow, Bob Rosch, Sue Schultz, Al Zietlow

Administration present: Dave Lodes, Steve Kopecky, Bonnie Laugerman, Gregg Wiczorek  
Also present: Kristi Haunfelder, Lake Country Reporter

The meeting was properly posted.

Moved by Zietlow, seconded by Howell to approve the minutes of the November 12, 2003, Regular Board meeting as presented. Motion Carried.

Moved by Zietlow, seconded by LeBlanc to approve the operating bill list and pay vouchers 096043-096356 in the amount of \$958,134.12. Motion Carried.

CITIZEN COMMUNICATIONS AND COMMENTS – None.

SUPERINTENDENT'S REPORT – Dr. Lodes reported that the school year is going very well. Students are busy participating in charitable events such as food and clothing drives. Christmas break begins in two weeks, after which two weeks remain before semester exams. This year we set a record of more than 40 teams in intramural basketball, and there is a high degree of participation in other intramural sports as well.

CURRICULUM – Committee member Schultz reviewed the minutes of the December 2, 2003, meeting. The committee is recommending approval of the Summer Physical Education Proposal, which was designed to provide a fair and equitable enrollment process for summer physical education classes. The use of a lottery system will give all Arrowhead High School students an equal chance to participate in the summer physical education program, which includes Traditional Physical Education, Club Arrowhead, and Adventure Education. Enrollment in the summer physical education classes will begin with seniors, followed by juniors, sophomores, and then freshmen. This was done to accommodate those seniors who have not obtained the three physical education credits required for graduation. The deadline for submitting Summer Physical Education Enrollment Forms is January 30, 2004. After completion of the lottery process, class rosters will be compiled and posted on the Arrowhead High School web site on February 2, 2004. Students then have until February 6, 2004, to submit their course selections for the 2004/2005 school year.

Moved by Ristow, seconded by LeBlanc to approve the Summer Physical Education Proposal as presented. Motion Carried.

Moved by Ristow, seconded by Schultz to approve the 2004/2005 Curriculum Guide with the revisions noted by the Curriculum Committee. Motion Carried.

FINANCE & LEGISLATION – Chairperson LeBlanc reviewed the minutes of the November 19, 2003, meeting. The committee reviewed the 2002/2003 Financial Audit Report. This report was developed in compliance with the new Governmental Accounting Standards Board (GASB) standard 34, which requires the District to capitalize and depreciate fixed assets over \$500. The audit report illustrates that actual-to-budget ratios of revenues and expenditures reflects effective and efficient budget management. The Finance Committee recommends acceptance of the 2002/2003 Financial Audit Report and Management Letter.

Moved by LeBlanc, seconded by Greidanus to accept the 2002/2003 Financial Audit Report and Management Letter as presented. Motion Carried. The Board of Education thanked Mr. Kopecky for his excellent work and management of the District's financial matters.

Mr. LeBlanc stated that the committee also reviewed the current practice of releasing accounts payable checks prior to formal Board of Education approval. The District's auditor, Jim Bird, stated that the District's current practice is common and is an acceptable practice. The current procedure allows the District to take advantage of prompt payment discounts and avoid assessment of late payment penalties. The Finance Committee recommends that the current procedure be maintained and a policy and procedure be developed regarding this matter. The Board of Education concurred with these recommendations.

**BUILDINGS & GROUNDS** – Chairperson Zietlow reviewed the minutes of the December 10, 2003, meeting. The committee reviewed the facilities priorities, with particular consideration as to the status of the swimming pool. The existing pool was originally designed to accommodate our physical education programs, as well as the community use of the pool, such as children's swimming lessons. The existing pool continues to meet these needs today; however, the pool does not meet the current depth requirement for use of starting blocks in competition. In December 2002, a preliminary estimate of the cost to deepen the pool was \$110,000. The Buildings and Grounds Committee feels very strongly that a portion of the pool reconstruction cost should be funded from sources other than taxpayers and is, therefore, recommending that the community swim groups contribute one-third of the cost to deepen the pool. In recent discussions with the community swim groups, they expressed an interest in seeking a donor for an amount between \$6 and \$10 million to build a freestanding aquatic facility consisting of 8 lanes, 50 meters in length, designed for competition use.

The Buildings and Grounds Committee is recommending that the date of January 1, 2005, be established to give the community swim groups an opportunity to move forward with their fundraising for a new aquatic facility or to make a contribution of one-third of the cost to deepen the existing pool. The most opportune time to complete the pool reconstruction is in spring, after WIAA swim competitions have concluded. This timeline would allow for new bids to be secured and the work completed before the summer swim programs begin. If the community swim groups have taken no action by January 1, 2005, at that time the Buildings and Grounds Committee will revisit the issue of deepening the existing pool, discuss alternative funding options, and make a recommendation to the Board of Education. The Board of Education accepted these recommendations.

**PERSONNEL** – Chairperson Greidanus stated that teacher and support staff contract negotiations would be discussed in closed session. He also noted that superintendent evaluation forms have been mailed to each Board member's residence and requested that the forms be completed and returned to him by December 19, 2003. The Personnel Committee set a meeting date of January 9, 2004, for review and discussion of the results of the superintendent evaluation and establishment of goals for 2004. The superintendent evaluation will be an item for closed session discussion at the January 14, 2004, regular Board of Education meeting.

**POLICY** – Chairperson Ristow reviewed the minutes of the November 20, 2003, meeting.

Moved by Ristow, seconded by Rosch to approve the revision of Policy 142. Board Members Financial Code of Ethics as presented. Motion Carried.

Moved by Zietlow, seconded by LeBlanc to approve the removal of Policy/Procedure 351A. Graduation Requirements, due to the High School Graduation Test requirement of the State of Wisconsin not being enacted. Motion Carried.

**WASB** – Mrs. Ristow reminded Board members that the State Education Convention is scheduled for January 21-23, 2004, at the Midwest Airlines Center in Milwaukee and encouraged them to attend.

As the WASB Delegate, Mr. Zietlow requested that Board members review the information distributed this evening in regard to the proposed resolutions that will be voted on by the WASB Delegate Assembly on January 21, 2004. Board members should be prepared to share their comments or recommendations at the January 14, 2004, regular Board of Education meeting.

Mr. Zietlow also reported on the WASB Licensure Rules, NCLB & Your Contract seminar he attended in Madison on November 14, 2003, and the WASB School Law Seminar that he and Mr. Rosch attended on October 17, 2003. He also distributed a summary he prepared of the two seminars.

**CESA** – No report.

**ADSEC** – No report.

**NEW BUSINESS:**

Moved by Zietlow, seconded by Schultz to accept the resignation/retirement of Joel Pfeiffer effective January 23, 2004. Motion Carried.

Moved by Ristow, seconded by LeBlanc to approve the cocurricular contract for Laura Doyen (Asst. Girls Gymnastics Coach), Mathew Cohen (Asst. Girls Track Coach), Michael Knox (Asst. Girls Track Coach), Rocco Lazaris (Asst. Boys Track Coach), and Neil Smedema (Asst. Boys Track Coach). Motion Carried.

Moved by Schultz, seconded by Howell that pursuant to State Statute 19.85(1)(c)(e), the Board will move into closed session and reconvene to address public business matters.

Roll Call Vote: Greidanus – aye, Gutschenritter – aye, Rosch – aye, LeBlanc – aye, Goodnow – aye, Ristow – aye, Howell – aye, Zietlow – aye, Schultz – aye. Motion Carried.

Mrs. Ristow left the meeting at 8:55 p.m.

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

Roll Call Vote: Goodnow – aye, Greidanus – aye, Gutschenritter – aye, Howell – aye, LeBlanc – aye, Rosch – aye, Schultz – aye, Zietlow – aye. Motion Carried.

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

The meeting adjourned at 9:06 p.m.

Respectfully submitted,

Diane Hoag  
Recording Secretary

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Susan M. Schultz, Clerk