

ARROWHEAD UNION HIGH SCHOOL DISTRICT
BOARD OF EDUCATION MEETING
MAY 18, 2004
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 (arrived at 7:17 p.m.), Randy Howell, Joe LeBlanc, Judie Ristow, Bob Rosch, Sue Schultz, Al Zietlow

Administration present: Dave Lodes, Steve Kopecky, Bonnie Laugerman, Gregg Wieczorek

The meeting was properly posted.

Moved by Ristow, seconded by LeBlanc to change the order of the agenda and take item VIII. Citizen Communications and Comments as the next agenda item. Motion Carried.

Mr. Gutschenritter arrived at this time.

CITIZEN COMMUNICATIONS AND COMMENTS – Kathie Mitich, Donna Smith, and Steve Urban, Arrowhead High School teachers and members of AUTO (Arrowhead United Teachers' Organization), addressed the Board of Education on behalf of their constituents present regarding current contract negotiations. Stan Johnson, President of WEAC (Wisconsin Education Association Council), also addressed the Board of Education regarding the teachers' contract.

Moved by Zietlow, seconded by Howell to approve the minutes of the April 20, 2004, Regular Board meeting as presented. Motion Carried.

BOARD REORGANIZATION:

President

Moved by Ristow, seconded by Zietlow to nominate Jack Goodnow for President.

Moved by Rosch, seconded by Greidanus to close nominations for President. Motion Carried.

Unanimous vote for Jack Goodnow for President. Motion Carried.

Vice President

Moved by Howell, seconded by Greidanus to nominate Judie Ristow for Vice President.

There were no other nominations for Vice President.

Unanimous vote for Judie Ristow for Vice President. Motion Carried.

Treasurer

Moved by Ristow, seconded by Zietlow to nominate Joe LeBlanc for Treasurer.

There were no other nominations for Treasurer.

Unanimous vote for Joe LeBlanc for Treasurer. Motion Carried.

Clerk

Moved by Rosch, seconded by Ristow to nominate Sue Schultz for Clerk.

There were no other nominations for Clerk.

Unanimous vote for Sue Schultz for Clerk. Motion Carried.

President Goodnow indicated that committee appointments would be completed soon.

Moved by Zietlow, seconded by Rosch to approve the operating bill list and pay vouchers 098052-098148, 098150-098221, 098223-098460 in the amount of \$937,007.23. Motion Carried.

SUPERINTENDENT'S REPORT – Dr. Lodes reported that there are approximately 20 days of school remaining, and many end of year activities are underway. Graduation is scheduled for June 6, 2004. Three teaching positions that are in the process of being filled include art, science, and language arts. It is anticipated that staffing for the 2004/2005 school year will be completed by the end of next week.

Dr. Lodes noted that our AP (Advanced Placement) program continues to expand, with more than 600 students taking over 800 exams within a 10-day period. This is a very complicated process that is very well managed by Mike Ward, Guidance Counselor/Department Coordinator. The Board of Education expressed their appreciation to Mr. Ward for his efforts and oversight in making this program a success.

CURRICULUM – Chairperson Goodnow reviewed the minutes of the April 29, 2004, meeting.

FINANCE & LEGISLATION – Chairperson LeBlanc reviewed the minutes of the May 3, 2004, meeting.

Mr. Kopecky presented the revised 2004/2005 Preliminary Budget. This budget reflects the state equalization aid projection received from the Department of Public Instruction, which is an increase of \$331,700 above the projected amount presented at the April 20, 2004, meeting, and is an 8.78% increase over 2003/2004. This is due to an increase in student enrollment of 6-7% in 2003/2004. The Department of Public Instruction will provide final state equalization aid certification in October 2004. The 2004/2005 general fund operating cost/student is projected to increase 3.06%.

The revised 2004/2005 Preliminary Budget projects total general fund and capital expansion fund expenditures to be \$21,119,853, an increase of 7.48%. General fund expenditures include \$369,780 for buildings and grounds projects that are anticipated to be completed in 2004/2005. Initial 2004/2005 capital expansion fund expenditures include \$371,620. These expenditures consist of \$104,620 for buildings and grounds projects that are anticipated to begin in 2004/2005, but may carry over into 2005/2006, and includes the upgrade of over-capacitated generators at both campuses and to begin the replacement of 45-year old piping in the tunnels at South Campus. The remaining \$267,000 in the 2004/2005 capital expansion fund is budgeted for the renovation of the District Office and adjacent unfinished area to comply with HVAC and air quality standards and handicap accessibility. It is anticipated that this buildings and grounds project would be completed in 2005/2006. The tax levy for capital expansion fund expenditures (Fund 41) must be approved by resolution each year at the Annual Meeting.

The property tax levy is projected to be \$14,362,267, an increase of 6.9%. Based on an 8% increase in the district's equalized value, the mill rate is projected to decrease 1.02%, from \$3.56 to \$3.53.

The Finance Committee recommends approval of the 2004/2005 Preliminary Budget as presented.

Moved by LeBlanc, seconded by Ristow to approve the 2004/2005 Preliminary Budget as presented. Following further discussion, Judie Ristow called for the question. Motion Carried.

Mr. LeBlanc noted that the Finance Committee also discussed format changes to the Annual Meeting booklet. The proposed changes to the booklet, as well as the format for the 2004/2005 Budget presentation, will be presented to the Board of Education in June for their review and comment.

Dr. Lodes presented the proposed Arrowhead High School Endowment Fund, Inc. The Endowment Fund would give any group an opportunity to solicit funds. The community would also be able to donate funds through "directed giving" for specified purposes and timelines. All donations would be considered charitable contributions. The School Board President would appoint all members of the Board of Directors, who would be responsible for executing the wishes of the donor. Donors may remain anonymous.

The Finance Committee supports the creation of the Endowment Fund subject to further review and revision of the proposed Articles of Incorporation and Bylaws by legal counsel as noted and that there be no cost to taxpayers for administrative costs associated with the Endowment Fund. It was the consensus of the Board of Education that the Finance Committee continue to pursue the establishment of the Arrowhead High School Endowment Fund, Inc. and bring this item back at a future Board of Education meeting for further discussion and possible action.

BUILDINGS & GROUNDS – Chairperson Zietlow reviewed the minutes of the May 4, 2004, meeting. Further discussion of the Lake Country Swim Team/Phoenix Progress Update and Sub-Committee for the Development of the Arrowhead Stadium will be held in closed session.

PERSONNEL – Closed session report.

POLICY – Chairperson Ristow reviewed the minutes of the April 22, 2004, meeting.

Moved by Zietlow, seconded by Howell to approve Policy 142. Board Members Financial Code of Ethics as presented. Following further discussion, the motion was amended by Zietlow, seconded by Howell to approve Policy 142. Board Members Financial Code of Ethics as revised. Amended Motion Carried.

Moved by Zietlow, seconded by Howell to approve Policy 711.4 Pre-Employment Criminal Background Checks** as presented. Motion Carried. Revisions to the procedure were noted and will be a discussion item at the next Policy Committee meeting scheduled for May 20, 2004.

Moved by Rosch, seconded by Zietlow to approve Policy 718. Staff Code of Ethics** as presented. Following further discussion, the motion was amended by Rosch, seconded by Zietlow to approve Policy 718. Staff Code of Ethics** as revised. Amended Motion Carried.

Moved by Howell, seconded by Rosch to approve Policy 1021. Use of School Property, Facilities, and Equipment** as presented. Motion Carried.

The Board of Education reviewed Policy and Procedure 920. Use of School-Owned Equipment**. Further revisions to the policy and procedure were noted and will be a discussion item at the next Policy Committee meeting scheduled for May 20, 2004.

Moved by Ristow, seconded by Howell to approve the 2004 Policy Manual and Addenda in its entirety. Motion Carried.

WASB – No report.

CESA – Mr. Greidanus reported on the CESA #1 Annual Convention, which he attended earlier this evening as the Convention Delegate. He reviewed the services offered by CESA #1 and noted that in the future, consideration should be given to utilizing the resources they provide, as they may be more cost effective. Dr. Lodes noted that services the Board of Education may consider contracting for in the future with CESA #1 include a certified ESL (English as a Second Language) instructor, which is required when you have more than 20 ESL students, and PI 34 training.

ADSEC – Mr. Howell noted that the revised 66.0301 Agreement is on the agenda this evening for approval by the Arrowhead Board of Education; all the elementary districts in the Arrowhead District Special Education Cooperative (ADSEC) have approved the Agreement.

NEW BUSINESS:

Moved by Ristow, seconded by Zietlow that the 2004 Arrowhead High School graduates be certified for graduation as identified by the administration as having met the graduation requirements as set forth by the Arrowhead Union High School District Board of Education and the State of Wisconsin. Motion Carried.

Moved by Zietlow, seconded by Rosch to accept the resignations of Stephanie McMullen and Dana Steines, effective June 11, 2004. Motion Carried.

Moved by Ristow, seconded by Rosch to approve final layoff notices for Margaret Scoufis, Kathleen Lauritzen, and Eileen Beesley (Arrowhead District Special Education Cooperative teachers), effective at the conclusion of the 2003/2004 school year. Motion Carried.

Moved Zietlow, seconded by Howell to approve contracts for Maria Heckenkamp (Mathematics), Laura Nielsen (Science), Jennifer Leider (Social Studies), and Cesar Paredes Araya (Spanish). Motion Carried.

Dr. Lodes reviewed the minutes of the April 27, 2004, Howard G. Mullett Community Board meeting.

Moved by Zietlow, seconded by LeBlanc to approve the 2004/2005 Ice Center rates as recommended by the Howard G. Mullett Community Board. Motion Carried.

At this time Mrs. Schultz left the meeting.

Moved by Ristow, seconded by Howell to approve the 66.0301 Agreement for the Arrowhead District Special Education Cooperative (ADSEC) for the period of July 1, 2004, through June 30, 2007, as presented. Motion Carried.

Moved by Greidanus, seconded by Zietlow to renew the CESA #1 Services Contract for 2004/2005. Motion Carried.

Mrs. Schultz returned to the meeting.

Mr. Greidanus made reference to a letter Board members received from a parent regarding an incident that occurred at Arrowhead High School between her child and another student, and the subsequent disciplinary action taken by administration. As a point of information, Mr. Wieczorek shared general background information regarding the circumstances surrounding the incident. Dr. Lodes indicated that he would contact the parent regarding her concerns.

Moved by Ristow, seconded by LeBlanc 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: Schultz – aye, Zietlow – aye, Howell – aye, Ristow – aye, Goodnow – aye, LeBlanc – aye, Rosch – aye, Gutschenritter – aye, Greidanus – aye. Motion Carried.

Mrs. Ristow left the meeting prior to reconvening into open session.

Moved by Zietlow, seconded by Howell 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 Greidanus, seconded by Rosch to adjourn. Motion Carried.

The meeting adjourned at 10:50 p.m.

Respectfully submitted,

Diane Hoag
Recording Secretary

Susan M. Schultz, Clerk