

ARROWHEAD UNION HIGH SCHOOL DISTRICT  
BOARD OF EDUCATION MEETING  
NOVEMBER 8, 2017  
MINUTES

The meeting was called to order by President Rosch at 7:00 p.m. in the District Office Board Room.

Everyone rose for the Pledge of Allegiance.

At this time, Mr. Dean asked everyone to join him in a moment of silence in memory of Tim Stapleton, a retired Arrowhead custodial/maintenance employee, who passed away on November 6, 2017.

Members present: Bob Rosch, Kent Rice, Sue Schultz, Craig Thompson, Donna Beringer, Dave Dean (left at 8:30 p.m.), Amy Hemmer, Tim Langer, Al Zietlow

Administration present: Laura Myrah, Steve Kopecky, Adam Boldt, Sue Casetta, Gregg Wiczorek, Donna Smith

The meeting was properly posted.

Moved by Rice, seconded by Hemmer to approve the minutes of the October 11, 2017, Regular Board meeting and the October 20, 2017, Special Board meeting as presented. Motion Carried.

Moved by Zietlow, seconded by Hemmer to approve the operating bill list and pay vouchers 1017, 148230-148515, and 201700106-201700136 in the amount of \$1,746,148.87 and to approve credit card expenditure transactions as presented in the amount of \$83,396.85. Motion Carried.

COMMUNICATIONS AND COMMENTS FROM MEMBERS OF THE PUBLIC – None.

SUPERINTENDENT'S REPORT –

Ms. Smith, director of library media and technology, presented the Integrated Technologies (IT) Goals for 2017/2018, including: 1) Student Achievement; 2) Effective Teaching and Learning Practices; and 3) Support Systems and Leadership. She also shared information and answered questions regarding the ISTE (International Society for Technology in Education) Student Standards, new State ITL (Information & Technology Literacy) Standards, SpeakUp Survey/feedback, Canvas history/progress/feedback, Horizon K12 2017, infrastructure upgrades, online software and systems upgrades, upcoming projects, Library laptop/Chromebook checkout, book checkout, Library Media Center, and the numerous areas in which the IT Department staff are involved.

Mr. Boldt, director of student services, presented the Student Services Department's Integrated Comprehensive Services (ICS) Goals for 2017/2018. He shared information and answered questions regarding the Procedural Compliance Self-Assessment preliminary results, ACE (Academic and Career Exploration), Reading, AODA (Alcohol and Other Drug Awareness) and Mental Health, and the Special Education budget.

Ms. Casetta, director of learning, presented the Teaching and Learning Team (TLT) Goals for 2017/2018. She shared information and answered questions regarding the purpose of the team, as well as the background, actions, and intended results (impact) of three Areas of Focus: Teaching, Learning, and Leading.

Mr. Dean left the meeting at this time.

CURRICULUM – Chairperson Schultz reported on the November 2, 2017, meeting.

Moved by Zietlow, seconded by Thompson to approve the Computer Science Department: Computer Science Methods and Advanced Placement Computer Science program proposals, as recommended by the Curriculum Committee. Motion Carried.

The next Curriculum Committee meeting is scheduled for November 30, 2017, at 6:45 a.m.

FINANCE & LEGISLATION – Chairperson Thompson reported on the November 6, 2017, meeting.

The 2016/2017 school district financial audit report and management letter were presented to the committee by the district's auditor. The audit completes the third year of a three-year contract with Reilly, Penner & Benton.

Moved by Zietlow, seconded by Rice to accept the 2016/2017 Financial Audit Report as recommended by the Finance Committee. Motion Carried.

The committee reviewed the Mullett Ice Center statement of expenses, revenues, and fund balance, dated June 30, 2017. HGM Ice, LLC took over management of the Ice Center on August 1, 2016. The committee was informed of the reasons for the decrease in fund balance and the possibility that the fund balance will be replenished and possibly increased at a later date through a donation.

Moved by Zietlow, seconded by Hemmer to approve the transfer of funds from the defunct ski club activity account to the ski team account, as recommended by the Finance Committee. Motion Carried.

Moved by Zietlow, seconded by Rice to approve the 2017-2020 audit contract with Reilly, Penner & Benton LLP as presented. Motion Carried.

The next meeting of the Finance Committee is to be determined.

**BUILDINGS & GROUNDS** – Chairperson Zietlow reported on the November 8, 2017, meeting.

Representatives from the Lake Country Swim Team were present to continue discussion of a possible Aquatic Center Feasibility Study and shared a sample feasibility study with the committee. The swim team has a feasibility study proposal from TSE Consulting in the amount of \$11,000 and is looking for partners to assist in funding the study. The Lake Country Swim Team will present more information on the feasibility study at the next committee meeting.

The committee reviewed schematic drawings of a storage facility/team room addition to the soccer stadium area proposed by the soccer group. This facility is a shell building that does not include sewer and water connections at this time. The proposed building will fulfill the present need of having a nearby location for soccer players to change clothes before and after games and practices. The proposed cost, not including the Spancrete and other potential construction cost donations, is \$44,930, which has already been deposited into the Arrowhead activity account through fund raising efforts. The value of the Spancrete and construction cost donations are unknown at this time. Future costs to add finishes to this building will be financed through fund raising activities. The committee will review draft contracts/documents associated with this project at their next meeting.

The committee discussed the current Vilter land rental agreement and directed Mr. Kopecky to discuss the contract renewal with the Vilters.

The next Buildings and Grounds Committee meeting is scheduled for December 6, 2017, at 7:00 a.m.

**PERSONNEL** – No report.

**POLICY** – Chairperson Beringer reported on the October 19, 2017, meeting.

Moved by Zietlow, seconded by Langer to approve revised Policy 654. Administering Medication to Students\*\*, as recommended by the Policy Committee. Motion Carried.

Moved by Rice, seconded by Langer to approve revised Procedure 654. Administering Medication to Students\*\*, as recommended by the Policy Committee. Motion Carried.

Moved by Zietlow, seconded by Langer to approve revised Procedure 659. Emergency Nursing Services\*\* with an additional revision as noted. Motion Carried.

The next Policy Committee meeting will be scheduled in January or February.

**WASB** – Ms. Beringer reported on the 2017 WASB Fall Regional meeting/workshop for Region 11, which she attended on October 17, 2017. Mr. Rosch reported on the 2017 WSAA/WASB School Law Seminar, which he and Mr. Zietlow attended on October 20, 2017. Mr. Zietlow reported on the 2017 WASB Legislative Advocacy Conference, which he attended on November 4, 2017.

ARROWHEAD UNION HIGH SCHOOL DISTRICT  
BOARD OF EDUCATION MEETING  
November 8, 2017 – MINUTES  
Page 3

CESA – Mr. Zietlow reported on The Institute for Personalized Learning’s 8<sup>th</sup> Annual National Convening on Personalized Learning: Fostering Powerful Learners, which he attended on October 31-November 1, 2017. He also reported on the status of current programs and initiatives at CESA #1.

NEW BUSINESS:

There were no employee resignations/retirements presented for action by the Board of Education.

Moved by Zietlow, seconded by Langer to approve the 2017/2018 cocurricular letter of appointment for Stephanie Blackburn (Asst. DECA Advisor), Dennis Mechenich (Earth Club Advisor-50%), and Jim Albers (Earth Club Advisor-50%) as presented. Motion Carried.

Moved by Rice, seconded by Zietlow to approve the 2018/2019 school calendar as presented. Motion Carried.

Mr. Rosch and Ms. Myrah shared information regarding an Arrowhead parent who would like to serve as the host family for the daughter of a friend from Spain, who would attend Arrowhead High School next year as an exchange student. Administration is requesting an exception to Policy 621. Exchange Students\*\*, as the exchange program the family is working through is not one of the five Board approved foreign exchange programs. The student and exchange program will be fully vetted by administration prior to the acceptance of the exchange student. All other conditions established by Board policy/procedure for the acceptance of foreign or exchange students will also apply.

Moved by Langer, seconded by Thompson to approve the administrative request for an exception to Policy and Procedure 621. Exchange Students\*\* as presented. Motion Carried.

Moved by Zietlow, seconded by Langer to accept the donation of \$3,039.00 from the Milwaukee Society of Plastics Engineers Education Foundation to the Technology and Engineering Education Department, as presented. Motion Carried.

FUTURE AGENDA ITEMS – None presented.

Moved by Langer, seconded by Hemmer to adjourn. Motion Carried.

The meeting adjourned at 9:27 p.m.

Respectfully submitted,

Diane Hoag  
Recording Secretary

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Susan M. Schultz, Clerk