**SCHOOL DISTRICT OF INDEPENDENCE**

**23786 INDEE BLVD.**

**INDEPENDENCE, WI 54747**

**Regular Board Meeting**

**Wednesday, June 5, 2013**

**MINUTES**

The regular monthly meeting of the Board of Education of the School District of Independence was called to order in the English room (311) at 7:03 pm on Wednesday, June 5, 2013 by President Joe Bragger.  
  
**Roll Call:** Present for roll call were Board members Jeff Bautch, Joe Bragger, Leah Matchey and Chuck Walek, plus Superintendent Paul Vine, High School Principal Barry Schmitt, and District bookkeeper, Marita Halama (Bob Guza arrived at 7:08pm).

**Proof of public notice:** Dr. Vine confirmed the agenda was legally and properly posted.  The pledge of Allegiance was recited.  
   
**Delegations/Public Input**:  Nick Bergeron, the new MS-HS math teacher, was introduced.

**Consent Agenda:**

1. **Treasurer's’ Report:** Motion to approve treasurer’s report including payrolls of May, vendor checks # 127915 – 128016, and expense journal entries # 1765-1773; motion by Leah Matchey, seconded by Jeff Bautch (vote of 4-0 approval).

b)   **Minutes:**  Motion to approve minutes of May 8, 2013 regular meeting and the May 22, 2013 special meeting with the motion made by Chuck Walek, seconded by Jeff Bautch; the motion to approve carried on a 3-0 vote.

**c) Employment:**

* 1. **Retirement of Ruth Halama, custodial staff and**

**ii. Head VB coaching position – Erica Lundberg:** Motion made by Jeff Bautch, second by Chuck Walek, to approve retirement and commendation for Ruth Halama, and for issuing head volleyball contract to Erica Lundberg. Motion to approve actions carried on a 4-0 vote.

**iii. MS/HS Social Studies teacher, Elementary Teacher, 60% Technology Coordinator recommendations**: Motion made by Jeff Bautch to move discussion of three hires to closed session . Motion was seconded by Bob Guza, and carried on a vote of 4-0.

**Celebrations and Acknowledgements:**

* Mr. Schmitt detailed information on the thank you and gift of $300 from the Trempealeau County Ag Association for having Independence Schools host the Progressive Ag Safety Day (due to weather related issues).
* An acknowledgement was made for Jennifer Steinke and her annual staff from Jostens, Inc. for the work done to receive a National Yearbook Program of Excellence award. Also, a thank you was made to Bob and Lisa Guza for donating their time and food for the scribble party which was reinstituted this year.
* Dr. Vine issued a thank you to Mathey Construction Foundation for their donation of $1750 to the cafeteria sound system project.

**Discussion:**

1. **Fitness Center coordinator position**: a job description is being developed for the position.

Recommendation will be to pay for the position from the proceeds and with$1500-2500

annual stipend range as the wages. The district is also going to get a bid on the fingerprint access software reader which could be used instead of cards as access point.

1. **Replacement of five (5) hour custodial position:** Keith Pronschinske explained the

increasing needs for more than an five hour position as the second janitor on evening shift.

This hire could also provide extra help for Saturday events.

**c) Managed print proposals:** Dr. Vine suggested having a meeting later this month with the three vendors that are interested in bidding the managed print proposal for the 2013-14 year.

**Action Agenda:**

**a) Volunteer applications for approval:** Five total applications were presented for approval, with all requirements satisfied. The motion to approve the applications was made by Chuck Walek, seconded by Jeff Bautch. Motion carried on a 4-0 vote.

**b) District Technology upgrades / purchases:**  Dr. Vine discussed the needs for phone system upgrades to be considered over the next several years, the reasons to start discussion of this now is so that the upgrades to computer infrastructure will be in place to support possible switch to Voice- Over – Internet Protocol on the phone service. Leah Matchey made a motion to select the Dirks Group for the 2012-13 school year as the vendor for umbrella technology service, and to begin purchases of computer network upgrades for switches, server, firewall and some labor to install these upgrades for a total purchase of approximately $71,000. Jeff Bautch seconded the motion, and it carried on a 4-0 vote.

**c) ½ (.5FTE) Secretary job posting:** Leah Matchey made a motion to approve posting the ½ time secretarial position as described. Chuck Walek seconded the motion, and it carried on a 4-0 vote.

**d) Independence Police Department request:** Jeff Bautch moved to pay for the cost of one officer ($355) to attend the school security training session. A second to the motion was provided by Bob Guza. Motion was approved on a 4-0 vote.

**e**) **District Administrator request to carry over five days of unused vacation to 2013-14:** Chuck Walek made a motion to approve Dr. Vine’s request to carry over five vacation days to the next school year. Motion was seconded by Jeff Bautch, and approved on a 4-0 vote.

**Information:**

a)  **Administrative Reports:**  Administrative reports presented by Barry Schmitt and Paul Vine.

**b**) **2012-13 Seclusion & Restraint update:**   Dr. Vine distributed a written report of the 2012-13 cases for review by the Board of Education.

**c**) **Board Retreat date and topic:** Consensus of the board is to select June 26 at 6pm as the retreat date for goals development, and to combine this with a special meeting for the purpose of selection of managed print cost vendor based on the presentations by three companies.

**d**) **Possible substitute classes for some core classes:** Mr. Schmitt distributed and reviewed the current listing of core requirements and alternative classes allowed in some of the classes. Students and their parents are informed of these at the time of yearly class registration, along with the importance of cross checking with the post secondary institution for their future as to their rules regarding substitute for core classes so requirements are thought out ahead of application time.

**Public Input:** Mr. Bragger asked again if anyone present had comments for concerns, and none were made.

**Convene in closed session in accordance with WI Statute 19.85 (1) (c )and (e):**Motion made by Jeff Bautch, seconded by Chuck Walek, to convene in closed session in accordance with WI Statute 19.85 (1) (c) and (e) to discuss 2013-14 staffing matters, 2013-14 support staff handbook, 2013-14 Administrative Contracts, a graduate credit request, and requests for summer custodial help.  The motion carried 5-0 on a roll call vote.  Meeting convened in closed session at 8:58 pm.  
  
**Reconvene Open session:** A motion was made by Chuck Walek, seconded by Jeff Bautch, to reconvene in open session. Motion carried on a 4-0 vote. The meeting reconvened in open session at 12:03 am. Announcements made on action taken as a result of closed session discussion were as follows:

1. Pending licensure, Kathleen Ryan is offered a social studies teaching position;

Jennifer Pape is offered the elementary teaching position; Adam Kohnert is offered the 60% FTE technology coordinator position.

2. Authorize the advertising for full time, full year, evening janitorial position, with some flexibility in hours including the possibility of some weekend work.

3. Reimburse Wendy Stuttgen the sum of $500 for stipend on the penalty required to pay for Elk Mound release of contract.

4. Authorize hire of Jared Pronschinske as summer maintenance and ground hire.

5. Authorize the recognition of lane advances to the masters’ level for Darin Gray who is starting pursuit of his administrative degree.

6. Authorize increase in secretarial position time for Leslie Kampa from 10.5 months to 12 month hire.

7. Authorize contract revision for Dawn Woychik to increase her work days from 200 to 210 days.

8. Authorize the advertising for a 50% secretarial position for 9.5 months of the year.

9. Post the employment position for a 50% FTE music teacher.

10. Post an assistant athletic director position including responsibilities for management of the fitness center.

11. Approve issuing administrative contracts to Barry Schmitt and Paul Vine.

 **Adjournment:**  Leah Matchey moved to adjourn, with a second to the motion made by Jeff Bautch.  Motion carried unanimously, and the meeting adjourned at 12:05 am.  

Minutes submitted by - Leah Matchey, Clerk

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