**SCHOOL DISTRICT OF INDEPENDENCE**

**23786 INDEE BLVD.**

**INDEPENDENCE, WI 54747**

**Regular Board Meeting**

**Wednesday, April 10, 2013**

**MINUTES**

Prior to the start of the meeting, newly re-elected Board members Joe Bragger and Leah Matchey were sworn into office for three year terms.

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 7:04 pm on Wednesday, April 10, 2013 by President Joe Bragger.

**Roll Call:** Present for roll call were Board members Jeff Bautch, Joe Bragger, Chuck Walek, Leah Matchey and Bob Guza, plus Superintendent Paul Vine, High School Principal, Barry Schmitt, and District bookkeeper, Marita Halama.

**Proof of public notice:** Dr. Vine confirmed the agenda was legally and properly posted.  The pledge of Allegiance was recited.

**Delegations/Public Input**:  None at this time.

**Consent Agenda:**

1. **Treasurer's’ Report:** Motion to approve treasurer’s report including payrolls of March, vendor checks # 127669 – 1277761, and expense journal entries # 1739-1751; motion by Leah Matchey, seconded by Jeff Bautch (vote of 4-0 approval).

b)   **Minutes:**  Motion to approve minutes of March 6, 2013 regular meeting with the motion made by Jeff Bautch, seconded by Bob Guza;   the motion to approve carried on a 4-0 vote.

c) **Retirement:** Motion made by Leah Matchey, seconded by Bob Guza, to approve the retirement of Edward Sonsalla (part- time math teacher) effective the end of June, 2013, with commendations for his two years of service to the District. Motion carried 4-0.

d)  **Employment:** Motion made by Bob Guza, second by Jeff Bautch, to approve issuing eight fall and winter coaching position contracts ( Head Football – John Zilla, Head Cross Country – Jenna Sonsalla, Head Girls Basketball – John Zilla, Assistant Girls Basketball – Michelle Filla, Head Boys Basketball – Peter Ryan, Assistant Boys Basketball – Seth Benedict, Head Wrestling – Barry Schmitt and Assistant Wrestling – Chad Risler). Motion to approve all contracts carried on a 4-0 vote.

e) **CESA 5 Contract for Accounting/Payroll Software Support and Maintenance:** Motion made by Leah Matchey, seconded by Jeff Bautch, to approve the contract for the 2013-14 school year.

**Celebrations and Acknowledgements:**

* Mr. Schmitt detailed the donations to the wrestling program this year for events held or hosted by Independence.
* Dr. Vine noted the donation by the Rainbow Community Club for use as needed here by the school.

**Discussion:**

1. **Student Council Update:** Katie Franks was present to give the student council update on recent activities and upcoming spring events.
2. **CESA 4 2013- 14 contracted services:** Dr. Vine presented a listing of current CESA #4 services and costs, plus projected needs for the 2013-14 year. Motion made by Leah Matchey, seconded by Jeff Bautch, to accept the tentative CESA #4 contract proposals as outlined, with the exception of leaving open an option for XAM services or some other curriculum outline software. Motion carried on a 4-0 vote.
3. **First Reading of Board Policy #664 and #664 Administrative Rule – Cash in School policy:** The discussion centered on how event gate and fundraising sales, including the point of sale, the tracking of sales vs. receipts, and the rules for tracking these transactions. The revisions to the policy involve tightening up of the point of sale transactions, the ways to eliminate access to the sale receipts, and the control procedures that should be in place to comply with DPI guidelines governing activity accounts, etc. We also discussed forms for money handling procedures, and the need to investigate a solution to where money can be secured before being turned in to the office for receipting.

1. **Summer School Staff Handbook/Guide:** Motion was made by Jeff Bautch, seconded by Leah Matchey, to approve the 2013 summer school staff handbook to cover grades K-5. The vote on the motion was 4-0.

**Action Agenda:**

 **a) RAVE Workout facility proposal:** Dr. Vine and the Board members have been updated on the proposal and have visited the current site to see the equipment involved. Motion made by Leah Matchey to accept the RAVE Workout proposal for donations and transfer of equipment to the school; Jeff Bautch seconded the motion. Motion carried on a 4-0 vote.

**b) Board Policy #374 – Fundraising, second reading and approval:** Motion made by Bob Guza, seconded by Jeff Bautch, to approve the second reading of the policy and the attached forms. Motion carried on a 4-0 vote.

**c) Inclement Weather Procedure for 4th Snow Day (March 11):** Options were presented by Dr. Vine as how to deal with making up the fourth snow day so we can meet the DPI requirements related to making up the loss of instructional time. A motion was made by Leah Matchey to have the make up days done on June 3 & 4 with students; no second to the motion was made. Jeff Bautch made the motion to have a make up day on April 26 (which had been a scheduled spring break day) and if there is a fifth snow day, we will have to move make up days to June 3-4-5 for students and teachers. This motion was seconded by Bob Guza, and the motion was approved 3-1 (Leah Matchey voted nay).

**d) Volunteer applications for approval:** Three applications was presented for approval, with all requirements satisfied, two others are awaiting completion status. The motion to approve the applications was made by Bob Guza, seconded by Jeff Bautch. Motion carried on a 4-0 vote.

**Information:**

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

**b**) **Technology, security, and communications update:**  Three companies have been contacted and are working with us on proposals for changes and upgrades to the equipment, services, wireless points, licensing contracts, etc. to replace outdated items. Recommended changes will be presented to the Board for action when completed.

**c**) **Request for three Board members to serve on the senior portfolio interview committee**:May 15 is the interview date, and Bob Guza, Jeff Bautch, and Joe Bragger will serve as part of this, with Leah Matchey serving as an alternate.

**d)** **HS and 8th Grade Graduation Ceremony Board representatives**: Joe Bragger will distribute

 diplomas at the high school graduation ceremony and Leah Matchey will do so for 8th Grade.

**e) Board Meeting with reorganization session:** Timeliness for completion of the reorganization

were presented, and motion made by Leah Matchey, seconded by Jeff Bautch, to move the date of the May regular meeting to May 8, 2013. Motion carried on a 4-0 vote.

**Convene in closed session in accordance with WI Statute 19.85 (1) (c )and (e):**Motion made by Jeff Bautch, seconded by Leah Matchey, to convene in closed session in accordance with WI Statute 19.85 (1) (c) to discuss 2013-14 staffing matters, and to discuss student matters.  The motion carried 5-0 on a roll call vote.  Meeting convened in closed session at 9:00 pm.

**Reconvene Open session:** A motion was made by Leah Matchey, seconded by Jeff Bautch, to reconvene in open session. Motion carried on a 4-0 vote. The meeting reconvened in open session at 11:10 pm. Announcement made on action taken as a result of closed session discussion were as follows:

Motion made by Leah Matchey, seconded by Jeff Bautch, to deny Mary Gunderson’s request to pay for her graduate credits needed to obtain additional certification, and it will be Mrs. Gunderson’s responsibility to pay for these credits. Motion carried on 4-0 vote.

 **Adjournment:**  Jeff Bautch moved to adjourn, with a second to the motion made by Bob Guza.  Motion carried unanimously, and the meeting adjourned at 11:16 pm.

Minutes submitted by - Leah Matchey, Clerk

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