**SCHOOL DISTRICT OF INDEPENDENCE**

**23786 INDEE BLVD.**

**INDEPENDENCE, WI 54747**

**Regular Board Meeting**

**Wednesday, May 8, 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 7:06 pm on Wednesday, May 8, 2013 by President Joe Bragger.  
  
**Roll Call:** Present for roll call were Board members Jeff Bautch, Bob Guza, Chuck Walek, Leah Matchey and Joe Bragger, 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**:  Question came in about the water fountain by the garage, and it is not connected yet since there is a water leak somewhere in the line outside the school building.

**Board Reorganization:**

a) Election of officers: Leah Matchey made the motion to keep the slate of officers the same as in the past year. Motion was seconded by Jeff Bautch. Vote was 5-0 to approve. Members and positions are: Joe Bragger – president, Chuck Walek – Vice President, Leah Matchey – Clerk, Bob Guza – treasurer, and Jeff Bautch – member.

b) Selection of CESA #4 delegate: Joe Bragger volunteered to serve in this position.

c) Selection of WASB delegate: Leah Matchey volunteered to serve as this delegate, with Joe Bragger as the alternate.

**Consent Agenda:**

1. **Treasurer's’ Report:** Motion to approve treasurer’s report including payrolls of April, vendor checks # 127762 – 127914, and expense journal entries # 1752-1764; motion by Leah Matchey, seconded by Jeff Bautch (vote of 4-0 approval).

b)   **Minutes:**  Motion to approve minutes of April 10, 2013 regular meeting with the motion made by Bob Guza, seconded by Jeff Bautch; the motion to approve carried on a 4-0 vote.

1. **Employment:** 
   1. **Summer School teaching contracts:** Motion made by Jeff Bautch, second by Leah Matchey, to approve issuing summer school teaching contracts (Shannon Matejka, Chris Pyka, Holly Knudtson, Lisa Schultz, Jenna Sonsalla, Jessica Neitzel, Shelby Meier, Cortney Tauer, Darin Gray, Jason Hovel and Pamela Lehmeier). Motion to approve all contracts carried on a 4-0 vote.
   2. **Art, Spanish, Reading Specialist recommendations**: Motion also made by Leah Matchey to approve three hires for teaching positions as recommended by the administrators after interview process was completed: Erica Lundberg for K-12 Art teacher, Heather Stein for the MS/HS Spanish/ELL position, and Tim Foslin for the Reading Specialist position. Motion was seconded by Bob Guza, and carried on a vote of 4-0.

**Celebrations and Acknowledgements:**

* Mrs. Wendy Stuttgen and the elementary staff were commended for a successful Child Development Day screening and open house. Twenty six children attended this event.
* Teacher Appreciation week is being celebrated this week (May 6-10) as a thank you for the great staff here at Independence and as an expression of all the staff does for our students.

**Discussion:**

1. **Student Council Update:** Katie Franks was present to give the student council update on recent activities and upcoming spring and year end events.
2. **Independence Police Department request for funds:** The Independence Police Department would like to send two officers to an “active shooter” training session, and are soliciting the funds for covering the costs of the session ($710). No further action or discussion was held on this item.

**c) Independence School District Fitness Center: update, liability, forms & schedules.**

Discussion and updates were given on the progress of the project; some details need to be worked on yet, and the committee will meet again soon to finalize some of these details.

**d**) **Network and Technology support – Dirks Group proposal:** The estimated cost of the Dirks Proposal (umbrella handling of technology issues, with remote access for consults, etc.) would be $8,000- 10,000 per year for basic support. The district also has to contract for an on-site technology person, and the Board will be presented with the details when available.

**e) 2013-14 Teacher Handbook:** the handbook is completed other than the correction on the salary schedule and final attorney review. The Board will do the approval at next months meeting.

**f) School Psychologist from .4 FTE to 1.0 FTE:** Discussion was held on the needs for increased time for the school psychology position. The discussion will be taken to closed session.

**g**) .**5 FTE Secretary position**: Administration is seeking approval to advertise for a .5 FTE hire as a secretarial position; currently Sue Wozney and Lynette Speltz have been helping with coverage as needed on a substitute basis.

**h)** **Revision of Policy 423.1 – Open Enrollment, with possible action:** Marita Halama explained the changes to the Open Enrollment policy as dictated by Wisconsin DPI, and we need to align our board policy to accommodate those changes and dates of the open enrollment period. Leah Matchey made the motion to approve the changes as indicated, with Bob Guza seconding the motion. The vote was 4-0 to approve.

**Action Agenda:**

**a) Board Policy #664 – Cash in School, second reading and approval:** Motion made by Leah Matchey, seconded by Jeff Bautch, to approve the second reading of the policy and the attached forms. Motion carried on a 4-0 vote.

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

**c- d- e) 2013-14 Cooperative Agreements for Softball, Baseball and Track:** Jeff Bautch made the motion to approve the three co-op with Gilmanton School District, and Bob Guza seconded the motion. Subsequent vote was 4-0 to approve the measure.

**f) 2013-14 Teacher contracts – letters of intent**: Teacher intent to hire letters are to be distributed by May 15, and the district also has chosen to issue the intent to hire to the support staff on the same timeline; motion made by Leah Matchey, seconded by Jeff Bautch to issue the letters to the staff. Motion carried on a 4-0 vote.

**g) 2013-14 Student Accident Insurance renewal:** Leah Matchey moved to renew participation in the insurance for the 2013-14 year at no cost to the district, with a second to the motion provided by Bob Guza. Motion was approved on a 4-0 vote.

**Information:**

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

Mr. Schmitt also asked the Board for permission to schedule athletic events on one Wednesday

(May 15) if needed, in order to get some of the delay/ postponed events in before playoffs start. The Board did not express any objections to this, if necessary.

**b**) **2013-14 Support Staff Handbook timelines:**   Dr. Vine talked about the timeline for review/development of the support staff handbook.

**c**) **2013-14 Insurance Updates**:The Board was provided with the rates for all the insurances for 2013-14; the health insurance rates came in lower than predicted at 6.8% increase, the dental will be a 6% increase, and the LTD insurance will remain the same.

**Convene in closed session in accordance with WI Statute 19.85 (1) (c )and (e):**Motion made by Jeff Bautch, seconded by Bob Guza, to convene in closed session in accordance with WI Statute 19.85 (1) (c) to discuss 2013-14 staffing matters, assistant baseball proposal, and administrator performance review.  The motion carried 5-0 on a roll call vote.  Meeting convened in closed session at 9:30 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 11:55 pm. No announcement was made on action taken as a result of closed session discussion.  
  
 **Adjournment:**  Leah Matchey moved to adjourn, with a second to the motion made by Jeff Bautch.  Motion carried unanimously, and the meeting adjourned at 11:56 pm.  

Minutes submitted by - Leah Matchey, Clerk

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