

MINUTES: Meeting of the Monona Grove Board of Education held Wednesday, December 12, 2007, at Glacial Drumlin School in Cottage Grove at 5:30 P.M. and then Moving to Cottage Grove School in the LGI at 6:30 P.M.

BOARD MEMBERS PRESENT: Kathy Bultman (arrived at 5:45 P.M.) Mike DuPlayee, John Kitslaar (arrived 5:45 P.M.), Susan Manning, Phil McDade, Peter Sobol (arrived at 6:30 P.M.), John Weinberger

ADMINISTRATORS PRESENT: Gary Schumacher, Mary Ellen Van Valin

I. Opening of Meeting – Phil McDade (John Kitslaar Arrived at 5:45 P.M.)

II. Declaration of Public Notice - acknowledged

III. Tour of Glacial Drumlin School in Cottage Grove

Ross Rehnfeldt of Vogel Brothers and Mike Huffman led a tour of the Glacial Drumlin School in Cottage Grove.

IV. Motion to Move into Closed Session Pursuant to Wisconsin Statutes 19.85 (1)(c)(e) Regarding Bargaining with Monona Grove Education Association and Personnel Issues: Review of Credentials of Middle School Principal Candidates

Mike DuPlayee moved that the Board move into Closed Session pursuant to Wisconsin Statutes 19.85 (1)(c)(e) regarding bargaining with Monona Grove Education Association and personnel issues: review of credentials of middle school Principal candidates. Kathy Bultman seconded. Roll Call Vote: Bultman – aye; DuPlayee – aye; Kitslaar – aye; Manning – aye; McDade – aye; Sobol – aye; and Weinberger – aye. Motion carried.

V. Motion to Move Back into Open Session – 7:17 P.M.

Mike DuPlayee moved that the Board move back into Open Session. Kathy Bultman seconded and the motion carried.

VI. Public Appearances - none

VII. Announcements

A. Superintendent Search Process and Timeline – John Kitslaar

John Kitslaar reviewed the timeline for the Superintendent’s Search and stated a letter to school district staff and community members, the timeline, profile survey, and contact information for School Exec Connect representatives can be found at www.mononagrove.org

Kathy Bultman announced that after nine years of service as a School Board member she would not be seeking re-election for a seat on the Board of Education.

Susan Manning encouraged staff and community members to fill out the profile survey for the new Superintendent that can be found on the district web site.

VIII. Superintendent’s Report & Updates

A. Announcements

Recognized a gift donation from Cosette Swalheim that will be approved by the Board of Education during Consent Agenda. Ms. Swalheim donated \$5,000.00 in the memory of her father, Norman Vethe, one of the first Principals at Cottage Grove School, for the enhancement and maintenance of the Norman Vethe Forest. A matching grant of \$5,000 from Alliant Energy Foundation will also be forwarded to the school district.

Congratulated Cindy Lien, Chastity Her, Sarah Wohlers and Danielle Duerst who represented Monona Grove at the Special Olympics State Bowling Tournament in Waukesha bringing home the Gold Medal with help from their coaches, Tracy Ellingson, Kathy Wilhelmsen and Lindsay Schwabe.

IX. New Business

A. Report From Applied Population Laboratory Regarding Enrollment Projections – Sara Lazenby

The report, as given by Sara Lazenby, showed no significant changes in the trend from the previous year's report. A complete copy of the report can be found on the Monona Grove School District website at www.mononagrove.org under District Information – Business Services.

B. Monona Grove Youth Center – Matt Merrill, YMCA

Matt Merrill, YMCA Youth and Teen Director and Diane DiSalvo, Youth Center Manager, reported the youth center is in good shape it terms of attendance and funding. Discussion was held regarding the configuration that will be used when Glacial Drumlin School opens in the fall, i.e., one center or two centers. Enrollment numbers were shared and copies will be made available to the Board of Education.

John Kitslaar asked that the Administration meet with YMCA representatives, review the options, and report back to the Board of Education in March or April with a recommendation.

C. Discussion and Possible Approval of Monona Grove School Board Representative at WASB Delegate Assembly

Phil McDade moved that John Weinberger represent the School Board as their delegate at the Wisconsin Association of School Boards (WASB) Delegate Assembly. Mike DuPlayee seconded. Discussion was held and the motion carried.

X. Old Business

A. Monthly Construction Report – Mike Huffman

Mike Huffman reported that everything is going well and on schedule with the exception of the geothermal fields, which were not completed in time for grass seeding before the ground froze.

Discussion was held regarding Village residential property assessments of Damascus Road, the dollar amount budgeted for seeding and grading of the fields, and if any additional site work will be done to that area at the school district's expense. Dr. Schumacher will meet with the Village of Cottage Grove to obtain information on the residential property assessments they have planned for Damascus Road.

Mike Huffman also reported he has nothing new to report budget wise.

B. Discussion and Possible Approval of 4K Contract with Day Care Providers

Kathy Bultman moved approval of the 4K Contract with the following day care providers: Kid's Safari Learning Center, Cottage Grove; Kozy Kids Koral, Cottage Grove; Learning Ladder Preschool and Childcare, Cottage Grove; and Immaculate Heart of Mary Preschool, Monona. Mike DuPlayee seconded. Discussion was held regarding ELF screening and the number of children that will be enrolled at each site. Motion carried.

C. Discussion and Possible Approval of Memorandum of Understanding Between Monona Grove School District and Honeywell International, Inc., to Study the District's Energy Program

Mike DuPlayee moved approval of the Memorandum of Understanding between Monona Grove School District and Honeywell International, Inc., to study the district's energy program. Phil McDade seconded. Discussion was held. Dr. Schumacher stated the administration has not been able to reach full agreement with Honeywell regarding the document. Mike DuPlayee removed his motion from the table and Phil McDade removed his second. Additional study will be done regarding the district's energy program.

D. Discussion and Possible Approval of Community Engagement Strategy (2007-2008 Goal)

John Kitslaar began discussion of the community engagement strategy goal for 2007-2008.

Susan Manning asked that the Board discuss agenda item E. Discussion of Continuous Improvement (Baldrige Training) before this agenda item. Kathy Bultman seconded. Discussion was held and the motion carried.

E. Discussion of Continuous Improvement (Baldrige) Training

Discussion was held regarding the significance of the continuous improvement training Board members received. Because the Board of Education will be spending considerable time this year in interviewing and hiring a new Superintendent and the new Superintendent's input into the process is beneficial, discussion was held in delaying continuous improvement training until later in 2008. Dr. Schumacher stated the administration has already been using this model for continuous improvement for some time. It was suggested that the Board approved the direction but delay implementation until a new Superintendent is hired.

D. Discussion and Possible Approval of Community Engagement Strategy (2007-2008 Goal)

After discussion of Agenda Item C, it was determined that the Superintendent Search would be bringing forth community engagement through the search process, i.e., public forums, profile survey. This goal will be revisited once the new Superintendent is hired and has input regarding community engagement.

XI. Committee Reports and Recommendations

Curriculum Committee – Kathy Bultman

A. Report From the Curriculum Committee Meeting of November 28, 2007

Kathy Bultman reported the following from the Committee meeting of November 28, 2007.

1. Judith Durley and Janet Blimling, high school art and English teachers, reviewed with the Committee the benefits of adding College Writing and Graphic Novels and 'Toon Art to the high school curriculum.
2. Members of the Elementary Literacy Committee – Bill Breisch, Barb Berg, Connie Haessly, Edward O'Connor, Ann Schroeder, Renee Tennant, and Chris Charlson – presented

information on their recommendation for new elementary literacy materials for the 2008-2009 school year.

- B. Discussion and Possible Approval of Monona Grove High School Courses: College Writing and Graphic Novels and 'Toon Art

Kathy Bultman moved approval of new Monona Grove High School courses: College Writing and Graphic Novels and 'Toon Art. Phil McDade seconded. After further discussion, motion carried.

- C. Discussion and Possible Approval of New Elementary Literacy Materials for the 2008-2009 School Year

Kathy Bultman moved approval of the following new elementary literacy materials for the 2008-2009 school year: 4K Houghton Mifflin's Pre-K, Grades K-2; Macmillian/McGraw-Hill's Treasures, Grades 3-5; and Rigby's Literacy by Design. Phil McDade seconded. After further discussion, the motion carried.

- D. Confirm Next Meeting Date – December 19, 2007, 6:00 P.M., Cottage Grove School, Distance Learning Center

Personnel & Policy Committee – Mike DuPlayee

- A. Report From the Personnel & Policy Committee Meeting of November 28, 2007

Mike DuPlayee reported the Committee reviewed three policies that will be presented to the Board of Education for possible approval.

- B. Discussion and Possible Approval of School Board Rule 343.2 – Guidelines for Class Size (4K Class)

Mike DuPlayee moved approval of School Board Rule 343.2 – Guidelines for Class Size that includes 4K with a suggested range of 12-18 and a class size goal of 16. Phil McDade seconded. After further discussion, the motion carried.

- C. Discussion and Possible Approval of School Board Rule 421 (3) – Admission to 4K Program

Mike DuPlayee moved approval of School Board Rule 421 (3) – Admission to 4K Program. Phil McDade seconded. After further discussion, the motion carried.

- D. Discussion and Possible Approval of School Board Policy 752 – Transportation of Students by District Employees – Use of District Owned or Private Vehicles to Transport Students

Mike DuPlayee moved approval of School Board Policy 752 – Transportation of Students by District Employees – Use of District Owned or Private Vehicle to Transport Students. Phil McDade seconded. It was noted that legal references should be added to the document. After further discussion, motion carried.

- E. Confirm Next Meeting Date – January 16, 2008, 6:00 P.M., Nichols School, District Office Board Room

Business Services Committee – John Weinberger

- A. Report From the Business Services Committee Meeting of November 28, 2007

John Weinberger reported the Committee received a proposal from John VanderMerwe, Transportation Supervisor, for a lease renewal of four buses and reviewed a telecommunication bid presented by Bill Herman, Director of Technology. Because of time constraints the Committee did not discuss the budget calendar or the date, time and place of the 2008 Annual Meeting and Budget Hearing. Those agenda items will be discussed at the January 2, 2008, Committee meeting.

B. Discussion and Possible Approval of Lease Renewal for Four Buses

John Weinberger moved approval of entering into a six-year lease agreement, with an annual lease payment of \$46,010.00, with Wisconsin Bus Sales, Inc., for leasing the four buses as presented. Mike DuPlayee seconded. After further discussion, the motion carried.

C. Discussion and Possible Approval of Acceptance of Telecommunication Bids for Internet Provider, WAN Services, and Telephone Services

John Weinberger moved approval to accept the proposals for a three-year term from ATT to provide telephone service to the Monona schools, McLeod to provide telephone service to Glacial Drumlin School, and Wisnet, Badgernet, and McLeod to provide internet and WAN access as presented at the lowest bid received. Kathy Bultman seconded. After further discussion, motion carried.

D. Presentation of Monthly Budget Statement

John Weinberger presented the Monthly Budget Statement with no comments or questions from Board members.

E. Confirm Next Meeting Date – January 2, 2008, 5:00 P.M., Nichols School, District Office Board Room

XII. Consent Agenda

Mike DuPlayee moved approval of the following consent agenda items:

- A. Approval of the Minutes of the November 6, 14, and 19, 2007, Board Meetings and October 24, 2007, Annual Meeting and Budget Hearing
- B. Hiring of Staff
 - 1. Angela Garrow, Health Care Paraprofessional (LPN), 7.5 hours per day, Nichols and Maywood Schools, effective November 27, 2007
 - 2. Shari Purcell, Food Service Helper I, 2.75 hours per day, Taylor Prairie School, effective November 26, 2007
- C. Staff Resignations
 - 1. Michael Allen, .40 FTE Strings Instructor, Cottage Grove School, effective December 12, 2007
- D. Staff Contract Amendments – none submitted
- E. Staff Termination
 - 1. Debbie Neumann, Production Kitchen Manager, Monona Grove High School, effective October 19, 2007
- F. Approval of Gift Donations
 - 1. Cash donation of \$120.00 from Cottage Grove Lions Club towards Nichols School trimester milk program
 - 2. Cash donation of \$100.00 from Cottage Grove Lions Club towards Cottage Grove School Milk Buddy Account
 - 3. Cash donation of \$120.00 from Cottage Grove Lions Club towards Taylor Prairie School Milk Buddy Program
 - 4. Cash donation of \$600.00 from Sara Steele towards Taylor Prairie School IMC purchase of CD/DVD's for staff/student use (\$500.00) and for the Milk Buddy Program (\$100.00)

5. Cash donation of \$500.00 from Cottage Grove PTO towards the School District's Early Learning Fair (ELF) Expenses
 6. Cash donation of \$120.00 from Cottage Grove Lions Club for Maywood Needy Children Milk Fund
 7. Cash donation of \$5000.00 from Cosette Swalheim in memory of her father, Norman Vethe, to be used for the Norman Vethe Forest at Cottage Grove School
 8. Cash donation of \$30.00 from Eric and Kim Neuhauser for Monona Grove High School Boys Hockey Program
 9. Cash donation of \$2243.00 from the Cottage Grove PTO for the Taylor Prairie School to be used for the purchase of rugs (\$1,743.00) for first grade classrooms and the purchase of a speaker system (\$500.00)
 10. Donation of an American Girl Doll and several American Girl books valued at \$360.00 from Carol Doll on behalf of the Pleasant Company to Taylor Prairie School Library
- G. Approval of Budget Transfers – complete list on file at the District Office with the official minutes of the meeting
- H. Approval of Vouchers Payable
1. Debt Service Fund Vouchers (Wire Transfer) in the amount of \$9,708.48
 2. General Fund Vouchers No. 175598-175961 in the amount of \$699,704.44
 3. Building Project Fund Vouchers No. 10100-10105 in the amount of \$1,896,214.56

Kathy Bultman seconded and the motion carried.

XIII. Confirm Next Meeting Date – Wednesday, January 9, 2008, Nichols School, District Office Board Room

XIV. Adjournment

Kathy Bultman moved to adjourn. Mike DuPlayee seconded and the motion carried. The meeting was adjourned at 9:45 P.M.