



School District of Altoona

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Dr. Connie Biedron, Superintendent

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ALTOONA BOARD OF EDUCATION
Regular Meeting
Altoona Commons Addition
August 19, 2013
6:30 p.m.

1. The Regular Meeting of the Altoona Board of Education was called to order by Board President, Helen Drawbert at 6:30 p.m. in the Altoona commons addition.
2. Roll call was taken and the following were present:
Helen S. Drawbert, President
Robin E. Elvig, Vice President
Michael J. Hilger, Clerk
Bradley D. Poquette, Treasurer
David A. Rowe, Member
Dr. Connie M. Biedron, Superintendent
Joyce M. Orth, Board Secretary
3. Reading of Public Notice. Report of notice was given. All posting requirements were met and posting places are noted: Altoona City Hall, Altoona Post Office, school district office, high school office, middle school office, and elementary school office.
4. Pledge of Allegiance
5. Rules for Meeting
6. Approval of Minutes. a. August 5, 2013 Meeting Minutes. Motion by Elvig to approve the minutes as presented, seconded by Rowe. Elvig, yes; Rowe, yes; Hilger, yes; Poquette, yes; Drawbert, yes. Motion carried 5-0.
7. Public Participation. a. Non-Agenda items - public comment and concern. (1) Dave Rowe noted a parking concern that was brought from a citizen to the city council. (2) Helen Drawbert thanked Robin Elvig for chairing the August 5 board meeting. (3) Helen Drawbert recognized Dr. Biedron for her presentation to chamber members and guests at Eggs and Issues on August 16. (4) Helen Drawbert mentioned that a UW-EC group is working to establish a four-year degree structure for students enrolled in the teacher education program. (5) Helen Drawbert noted that she has been meeting with a parent group that is in the process of organizing. They plan to address the board in the near future. (6) Helen Drawbert recognized that teachers have been working in their rooms, and that halls and rooms, in the middle school in particular, have been refreshed with paint. b. Agenda items - public comment and concern. None.
8. Treasurer's Report. a. Approval of Checks for Payment. Motion by Elvig to approve general fund checks totaling \$207,187.69 and student activity fund checks totaling \$90.00 as presented, seconded by Rowe. Rowe, yes; Hilger, yes; Poquette, yes; Elvig, yes; Drawbert, yes. Motion carried 5-0.

- b. Approval of Treasurer’s Report. Motion by Rowe to approve the Treasurer’s Report as presented, seconded by Elvig. Hilger, yes; Poquette, yes; Elvig, yes; Rowe, yes; Drawbert, yes. Motion carried 5-0.
9. School Showcase. a. Youth Risk Behavior Survey (YRBS) Results. Heather Burich Holle, Brooke Kaldor, Terri Hanson and Karen Henry shared results from the YRBS given to grades 6-11 in spring 2013.
10. Information. a. **Committee Reports**. (1) Demographic Trends and Facilities Planning Committee. The August 8 committee meeting was reviewed. The next meeting is on August 20. (2) Altoona Area Foundation Inc. The August 14 meeting was reviewed. A special meeting will be scheduled to further discuss a possible partnership with the Altoona Historical Society. b. **General Information**. (1) Policy Development: 830-Exhibit – Community Use of Facilities - Schedule of Fees. 830-Exhibit was reviewed. Operating hours including standard and non-standard will be defined, and the Staff Assistance category will be updated to reflect an averaged pay rate for custodians and food service. c. **President’s Report**. (1) WASB Educator Effectiveness Conference. Mike Hilger, Dave Rowe, and Brad Poquette shared highlights from the sessions they attended at the August 14 conference in Turtle Lake. (2) WASB Employment & School Law Seminar. The WASB will sponsor the Employment and School Law Seminar, October 10-11 and October 31-November 1, in Wausau and Madison respectively. (3) WASB Region 4 Fall Meeting. The Region 4 Fall Meeting is scheduled for October 16 at the 29 Pines in Eau Claire. (4) Review Draft Board Goals. Test scores and assessment wall data, along with upcoming changes to the ACT suite were reviewed as they relate to board goal discussion. (5) Discuss Book Study Process. The board will begin their book study process in September. d. **Superintendent’s Report**. (1) Discussion Regarding Energy Use and Conservation (Policy and Rule 733). Energy use as it pertains to refrigerators in the classroom was discussed. The topic is under review due to a recent letter from Todd Wanous, CESA 10 energy manager. Building principals will get feedback from staff. (2) Employment Recommendation Letters Requirements. Changes have been made to incorporate required elements in employment recommendation letters. (3) Biennial Budget Implementation Update and Fund 80 Changes. Key education-related initiatives contained in the 2013-15 Biennial Budget were reviewed. The initiatives include: Common Core Standards, the statewide Student Information System, voucher expansion, part-time open enrollment expansion (course options), Educator Effectiveness, assessment expansion including PALS reading, WKCE, Smarter Balanced, and the ACT suite. Other provisions affect the school board’s Fund 80 levy authority. (4) Parent Advisory Council. Dr. Biedron shared plans to establish a parent advisory council that would meet two to four times during a school year. (5) Change in Drop Off/Pick Up Points for Elementary and Intermediate School Students. Dr. Biedron reviewed changes made to address drop off and pick up areas around Pedersen elementary. The changes include consistent signage on streets surrounding the campus. The signage changes are pending the approval of the City Council. Safe Routes to School grant funds would cover the costs of the new signage. (6) Budget Update. Expenditures and revenues for the 2013/14 preliminary budget were reviewed. (7) Overview of Cost Accounting Project for Copy Machines/Printing. The cost accounting project which entails the installation of a keypads (or key fob readers) on copiers to track use and the resulting costs was reviewed. The administration is recommending the board approve option 2 in the amount of \$22,237. The expected return on investment is 2-4 years. (See 11.g.) (8) Review of Support Staff Handbook. Changes made following feedback from legal counsel were reviewed. See 11.f. (9) Aventa Training. Fourteen teachers participated in the Aventa online course training on August 14. (10) Eggs & Issues. Dr. Biedron presented at the August 16 Eggs and Issues. Helen Drawbert, Brad Poquette, and Joyce Orth attended. Eggs and Issues is sponsored by the Eau Claire Area Chamber of Commerce. (11) New Staff Orientation Luncheon. A luncheon is scheduled for noon in conjunction with the new teacher/mentor orientation on August 23. Robin Elvig, Brad Poquette and Mike Hilger plan to attend. (12) NewsTalk 790 Interview. Dr. Biedron will be a guest on NewsTalk 790 on Monday, August 26 at 8:10 a.m. (13) Ice Cream Social. The Back to School Ice Cream social is scheduled for August 28. (14) Other News, Meeting and Events. Dr. Biedron noted the following: the failing of a basketball pole on the middle school playground and its’ replacement, the expected number of students out for cross country, the Race to the Top grant and participation/feedback opportunities, music offerings in the middle school, the PBIS conference, math department staff development and training, and the Rails Review newsletter.

11. Board Action after Consideration and Discussion. a. Consider Employment Recommendation to Fill Extracurricular Positions. Motion by Rowe to employ coaches/advisors for the 2013/14 season as recommended: Denise Madison, middle school student council; Beth Reyzer, high school assistant volleyball; Kevin Camastral, 8th grade football; Joe Harris, 8th grade football assistant; Kasie Holt, high school assistant volleyball; and Dave Tackmann, 7th grade football assistant, seconded by Hilger. Poquette, yes; Elvig, yes; Rowe, yes; Hilger, yes; Drawbert, yes. Motion carried 5-0. b. Consider Employment Recommendation to Fill Elementary Special Education Teacher Position. Motion by Elvig to employ Mallory Link to fill elementary special education teacher position for a limited (one-year 2013/14) term as recommended, seconded by Rowe. Elvig, yes; Rowe, yes; Hilger, yes; Poquette, yes; Drawbert, yes. Motion carried 5-0. c. Consider Employment Recommendation to Fill 7th Grade Classroom Aide Position. Motion by Rowe to employ Mary Gonstead as grade 7 math aide for a limited (two-year 2013/14-2014/15) term as recommended, seconded by Elvig. Rowe, yes; Hilger, yes; Poquette, yes; Elvig, yes; Drawbert, yes. Motion carried 5-0. d. Consider Employment Recommendation to Fill 7th Grade Classroom Aide Position. Motion by Hilger to employ Lori Weinmeister as grade 7 English/language arts aide for a limited (two-year 2013/14-2014/15) term as recommended, seconded by Elvig. Hilger, yes; Poquette, yes; Elvig, yes; Rowe, yes; Drawbert, yes. Motion carried 5-0. e. Consider Recommendation for Additional Part-time Aide Position. Motion by Elvig to approve an additional part-time (four-hour per day) high school aide position as requested, seconded by Hilger. Poquette, yes; Elvig, yes; Rowe, yes; Hilger, yes; Drawbert, yes. Motion carried 5-0. f. Consider Adoption of Support Staff Handbook. Motion by Elvig to adopt the Support Staff Handbook (effective August 2013 for food service and other nonunion-non-contracted support staff) as presented, seconded by Poquette. Elvig, yes; Rowe, yes; Hilger, yes; Poquette, yes; Drawbert, yes. Motion carried 5-0. g. Consider Recommendation to Purchase Cost-Accounting Software and Hardware. Motion by Elvig to approve the cost-accounting software and hardware project (option 2) in the amount of \$22,237 as recommended, seconded by Poquette. Rowe, no; Hilger, yes; Poquette, yes; Elvig, yes; Drawbert, yes. Motion carried 4-1. (See 10.d. (7))
12. Anticipated Closed Session as Per Section 19.785 (1)(e) - Wisc. Statutes. Motion by Elvig to adjourn into closed session at 9:38 p.m., seconded by Hilger. Hilger, yes; Poquette, yes; Elvig, yes; Rowe, yes; Drawbert, yes. Motion carried 5-0. a. Consider Closed Session Minutes for June 17, 2013; b. Preliminary discussion regarding the possible purchase of public properties – 19.85(1)(e).
13. Reconvene into Open Session and Take Necessary Action. Motion by Elvig to reconvene into open session and take no action at 10:03 p.m., seconded by Rowe. Poquette, yes; Elvig, yes; Rowe, yes; Hilger, yes; Drawbert, yes. Motion carried 5-0.
14. Adjournment. Motion by Elvig to adjourn at 10:04 p.m., seconded by Hilger. Elvig, yes; Rowe, yes; Hilger, yes; Poquette, yes; Drawbert, yes. Motion carried 5-0.

The next Regular Meeting of the Altoona Board of Education is scheduled for Tuesday, September 3, 2013 at 6:30 p.m. in the Altoona commons addition.

Joyce M. Orth CAP, Board Secretary

District Clerk

Date

The vision of the Altoona School District, in partnership with our students, their families, and our community, is to build a foundation for life-long learning and the emotional well-being of our students. We are dedicated to offering large school opportunities with a small school approach.