



# School District of Altoona

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Dr. Connie Biedron, Superintendent

[www.altoona.k12.wi.us](http://www.altoona.k12.wi.us)

ALTOONA BOARD OF EDUCATION  
Special Meeting  
District Board Room  
March 5, 2014  
8:05 a.m.

*Agenda*


1. Call to Order
2. Roll Call
3. Reading of Public Notice
4. Interviews with Construction Management Companies
  - a. 8:15 a.m. – Market & Johnson
  - b. 9:15 a.m. – Boldt
  - c. 10:15 a.m. – Kraus-Anderson
5. Discuss Next Steps in Construction Management Process
6. Committee Work Update, Dr. Biedron
  - a. Handbook Requests
7. Make-up of Snow Days, Dr. Biedron
  - a. Review Recommendation
  - b. Consider Approval of Snow Day Make-up 2013/14
8. Anticipated Closed Session as Per Section 19.85(1)(c) – Wisc. Statute
  - a. Consider closed session minutes for January 16, 2014
  - b. Considering employment and performance evaluation data of a public employee over which the governmental body has jurisdiction or exercises responsibility – 19.85 (1)(c)
  - c. Considering employment and performance evaluation data of a public employee over which the governmental body has jurisdiction or exercises responsibility – 19.85 (1)(c)
9. Reconvene into Open Session and Take Necessary Action
10. Adjournment

Please note board members are invited to a breakfast in honor of National School Breakfast Week in the Commons Addition starting at 7:50 a.m.

*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.*

## Planning for Schools of Tomorrow

### *Draft* Timeline for Possible Fall Referendum 2014

✓	Spring, 2013	<ul style="list-style-type: none"> <li>• Applied Population Lab conducted enrollment projection process for 2013-2022</li> <li>• ADG conducted on-site evaluation and assessment of buildings</li> </ul>
✓	June-December	Demographic Trends and Facilities Planning Committee developed potential solutions to overcrowding and aging facilities
✓	October	School Perceptions survey conducted
✓	November 4	School Perception survey results presented to board
✓	November-December	Committee recommendations presented to board
✓	January 20, 2014	Board to discuss next steps – Review draft timeline
	March 5	Board to conduct construction management interviews
	TBD	Board action concerning scope and date of referendum
	By August 18	Board Adopt Official Resolutions
	TBD	Referendum information campaign
	As Required *	Legal Notice publications
	November 4	Fall General Election/Referendum Date

#### **School District Bonds, Referendum to Issue Debt:**

[http://sfs.dpi.wi.gov/sfs\\_ref1](http://sfs.dpi.wi.gov/sfs_ref1)

1. Consult with Bond Counsel early in the process.
2. Board adopts resolution calling for election on proposed borrowing. See s. 67.05(6a), Wisconsin Statutes, for all requirements for referenda to issue debt.
3. Resolution must provide for sufficient time.
  - Within 10 days, school district clerk must publish notice of such adoption - s. 67.05(6a)(a)2, Wis Stats.
  - Referendum to be held not earlier than 45 days after the adoption of the resolution - s. 67.05(6a)(a)2a, Wis. Stats. Please note: recently revised s. 8.37 requires that any referendum question or other measure or question that is submitted to a vote of the people be filed with the official responsible for preparing ballots for the referendum or election no later than 70 days prior to the election at which the question will appear on the ballot. An oversight failed to include this section. The department advises that districts use the 70 day requirement.
  - The district must publish a notice under s. 10.01(2), Wis. Stats., on the \*fourth Tuesday before the referendum and also on the day before the referendum - s. 67.05(3), Wis. Stats. Refer to Wisconsin State Statute Chapter 10 for all election dates and notices.
  - The district must notify the DPI of the scheduled day of the referendum via the School Finance Reporting Portal and submit a copy of the resolution to the DPI within 10 days after adopting a resolution that authorizes the school board to incur debt per s. 120.115(1)(a), Wis. Stats. A copy of the initial resolution should be sent to [michele.tessner@dpi.wi.gov](mailto:michele.tessner@dpi.wi.gov).
4. Within 10 days after the election, a copy of the Certificate of Board of Canvassers verifying the vote tally should be scanned and e-mailed to [michele.tessner@dpi.wi.gov](mailto:michele.tessner@dpi.wi.gov) or faxed to Michele Tessner at (608) 266-2840.

## 2013/14 - Proposal for Inclement Weather Day Make-up

Inclement Weather Day:	Status:	Make-up Scheduled or Proposal for Make-up:
1/6/2014	No make-up required * (Day 1)	NA
1/7/2014	No make-up required * (Day 2)	NA
1/27/2014	Make-up	Will be made up on June 12 (Designated on 12/13 calendar)
1/28/2014	Make-up	Will be made up on June 13 (Designated on 12/13 calendar)
2/17/2014	Make-up	Ask school board to "forgive" * (Day 3)
2/21/2014	Make-up	Monday, April 21: This would be a late start ( <u>10:45 MS/HS; 11:15 ES/IS</u> ) for students, and a full-day for staff **.
In case of 1 more day .....	Make-up	Friday, April 18: This would be a 2-hour early dismissal for students, and a full-day for staff.

\* A maximum of 5 days may be counted to meet this requirement if they are used for parent conferences or if school is closed by the school district administrator because of inclement weather. **In our district, two days of the five day-maximum were used for parent conferences, two more were used for inclement weather on 1/6 and 1/7, leaving one more day available under state law. We request that the snow day used on 2/17 be "forgiven" (not subject to make-up) for staff and students.** (DPI administrative rule included below FYI)

**\*\*Teachers' professional development make-up (through 2/21/14):**

- ◆ **April 21: 7:30 – 10:30AM**
- ◆ **June 13: .50 in PM (students released early)**
- ◆ **1.5 days on their own-time and reported to their principal (dates/times/and what they did; equivalent to 12 hours)**

[http://www.altoona.k12.wi.us/staff/staff\\_makeup.cfm](http://www.altoona.k12.wi.us/staff/staff_makeup.cfm)

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*Administrative Rule – Days and Hours of Instruction (Part 1 – Days; Part 2 – Hours)*

PI 8.01(2)(f).

1. Each school district board shall schedule at least 180 days annually. \*A maximum of 5 days may be counted to meet this requirement if they are used for parent conferences or if school is closed by the school district administrator because of inclement weather. School days are further defined in s. 115.01 (10), Stats. The 180 day requirement may be reduced for any days during which the state superintendent determines that school is not held or educational standards are not maintained as the result of a strike by school district employees.

2. Each school district board shall annually schedule and hold at least 437 hours of direct pupil instruction in kindergarten, at least 1,050 hours of direct pupil instruction in grades 1 through 6, and at least 1,137 hours of direct pupil instruction in grades 7 through 12. The school hours are computed as the period from the start to the close of each pupil's daily instructional schedule. Scheduled hours under this subdivision include recess and time for pupils to transfer between classes but do not include the lunch period. No more than 30 minutes per day may be counted for recess. In computing the minimum number of instructional hours under this subdivision, days and parts of days on which parent and teacher conferences are held, staff development or inservice programs are held, schools are closed for inclement weather, or when classes are not held may not be counted.