

SCHOOL DISTRICT OF OOSTBURG – **not yet approved**
REGULAR MONTHLY BOARD MEETING MINUTES
High School Theater
March 17, 2021

- I. Meeting called to order at 6:00 p.m. by President Jim Swart.
 - A. Pledge of Allegiance waived due to prior Special Board Meeting.
 - A. Roll Call. Board members present: Jim Swart, Eric Hartman, Terry Lemkuil, Wendy DenBoer, Deb Harmeling, Mari Kretz and Jack Stokdyk. Board members absent: None. Administrators present: Kevin Bruggink, Kris DeBruine, Scott Greupink, Sherri Stengel and Aaron White. Administrators absent: Ashley Hinze. Others: Lucas Allen and members of the community.
 - B. Proper posting of agenda was certified by Kris De Bruine.
 - C. DenBoer made a motion, supported by Kretz, to approve the agenda. Motion carried; unanimous.

- II. Public Letters / Comments
 - A. Ceanne Simmelink shared her concerns regarding the removal of the virtual learning option for 4th quarter. Jack Stokdyk commented that he received a call from Stan Lammers thanking the board for in person learning this year. Mike DuMez asked questions regarding the stimulus funds as well as Administrator salaries. He also thanked the board for in person learning and questioned the board on curriculum approval.

- III. School Board President / Administrators Reports
 - A. Board President – No report.
 - B. Superintendent – Mr. Bruggink thanked the guests in attendance. He commented on the district boundary change request and shared that Kohler has agreed to donate the plumbing fixtures for the building project. He also thanked the volunteers for helping to take out the gym floor, as well as Mr. Scheppman and his team for cleaning up after the construction mess. Written report was provided.
 - C. High School Principal – Mr. Greupink recommended approval of one class and denial of one class for the Early College Credit Program requests. Written report was provided.
 - D. Middle School Principal – Written report was provided.
 - E. Elementary School Principal – Written report was provided.
 - F. Director of Special Education – Written report was provided.
 - G. Director of Finance/Personnel – Written report was provided.
 - H. Building and Grounds Coordinator – Written report was provided.
 - I. Technology Coordinator – Written report was provided.

- IV. Consent Agenda Items – Stokdyk made a motion, supported by Lemkuil, to approve all consent agenda items. Motion carried; unanimous.
 - A. Approved the minutes of the following school board meetings:
 - 1. Monthly board meeting of February 17, 2021
 - B. Personnel
 - 1. Approved the resignation of Avery Leidall as high school English teacher
 - 2. Approved the hiring of Lindita Abazi as high school special education teacher
 - C. Finance
 - 1. Approved February Expenditures of \$831,646.09
 - 2. Approved February Receipts of \$2,279,947.74
 - 3. Approved February computer check numbers 10013814 - 10013834, wire numbers 202000196 - 202000220, and ACH numbers 202100435 – 202100505
 - D. Other
 - 1. Approved Otte Bus contract extension per conditions of existing contract

- V. Action Items
 - A. Motion by Lemkuil, supported by Kretz, to approve the English Composition 105 course request under the Early College Credit Program. Motion carried; unanimous.
 - B. Motion by Hartman, supported by DenBoer, to approve the petition to revise district boundaries. Motion carried; unanimous.
 - C. Motion by Lemkuil, supported by Kretz, to approve alternative open enrollments and tuition waivers into and out of the district for 2020-21. Motion carried; unanimous.

- VI. Topics for Discussion
 - A. Legislative Committee Report – Mr. Stokdyk reported on the meeting that was held on March 15, 2021.
 - B. Finance Committee Report – No report.
 - C. Buildings and Grounds Committee Report – Mr. Swart thanked Mr. Bruggink for his work organizing volunteers for the gym floor project.
 - D. Transportation Committee Report – No report.

- E. Negotiations Committee Report – No report.
 - F. Policy Committee –
 - 1. 2nd read on the following board policy: 5517. Motion by Kretz, supported by Harmeling, to approve the adoption of this policy. Motion carried; unanimous.
 - G. OCEF Report – No report.
 - H. Long Range Planning – No report.
- VII. Lemkuil made a motion, supported by Kretz, to adjourn to closed session per state statutes 19.85(1)(b)(c)(f) and (g) to discuss certified staff negotiations, consider specific personnel issues, discuss virtual student academic performance and consider legal counsel advice with respect to litigation. Motion carried; unanimous (individual voice vote). Closed session began at 6:50pm.
- VIII. Lemkuil made a motion, supported by Stokdyk, to reconvene into open session at 8:49 pm. Motion carried; unanimous (individual voice vote).
- IX. Action items from closed session discussion
- A. After considerable deliberation, motion by Lemkuil, supported by DenBoer, to approve discontinuation of virtual learning as a student/family option at all grade levels beginning April 5, 2021. Motion carried; unanimous.
- X. Future Board Meeting Dates: Regular Board Meeting – April 21, 2021, at 6:00 pm in the HS Innovation Room.
- XI. Lemkuil made a motion, supported by Stokdyk, to adjourn meeting. Motion carried; unanimous. Meeting ended at 8:52 pm.

Respectfully submitted by Wendy DenBoer, Clerk

NO PERSON MAY BE DENIED ADMISSION TO ANY PUBLIC SCHOOL IN THE DISTRICT OR BE DENIED PARTICIPATION IN, BE DENIED THE BENEFITS OF, OR BE DISCRIMINATED AGAINST IN ANY CURRICULAR, CO-CURRICULAR, STUDENT SERVICES, RECREATIONAL OR OTHER PROGRAM OR ACTIVITY BECAUSE OF THE PERSON'S SEX, RACE, COLOR, NATIONAL ORIGIN, ANCESTRY, CREED, RELIGION, PREGNANCY, MARITAL OR PARENTAL STATUS, SEXUAL ORIENTATION, HANDICAP OR PHYSICAL, MENTAL, EMOTIONAL OR LEARNING DISABILITY IN THE EDUCATIONAL PROGRAMS OR ACTIVITIES OPERATED BY THE SCHOOL DISTRICT OF OOSTBURG.

Board Update

Oostburg School District

To: Board Members and Administration

From: Kevin Bruggink

Date: March 12, 2021

Re: District Update

- Our overall case counts since September 1st include:
 - 0 additional known positive cases this week. We have now had 6 weeks in a row with no new positive cases.
 - We remain at 32 staff positives and 79 student positives since the beginning of our school year.
 - 4 individuals in official quarantine as of Friday, March 12 (This is an increase of one individual from last week).
- We are excited to welcome Lindita Abazi to Oostburg as our new ID instructor at OHS. Ms. Abazi will be joining our May 19th regular meeting so board members have the opportunity to meet and welcome her to our district.
- **Negotiations Committee Members:** We are scheduled to meet at 5:30 p.m. in the board conference room. This meeting will be in closed session for discussion of initial proposals to the OEA.
- The board agenda for this month includes our annual consideration to extend the district contract with Otte Bus Company. Our contract with Otte runs for three year recurring terms which automatically renew on July 1 unless the board provides notification of termination prior to April 1 in any given year. Kris and I recommend we continue our contract with Otte and would like to highlight the following:
 - Otte Bus Company has refunded an amount equal to the PPE loan they applied for early in the pandemic. This meets the requirements of the agreement we signed during school closure last spring.
 - The '21-'24 contract includes a default 2% increase or CPI, whichever is greater. There is a 5% increase cap to protect against extreme increases in CPI. This year's increase will be 2%.
 - The fuel surcharge remains at \$2.90 at which point the district covers costs above that level.
- I would like to personally thank the volunteers who assisted in phase I of removing our current gym floor. Self-performing this work will result in a savings of well over \$20,000. We are scheduled to remove the remaining portion of the main court area on March 13 and complete the project on March 27. The work is more significant than anticipated yet our volunteers were up to the task and put in a long day of work on March 6. We would also like to thank Brian and Julie Bruggink, owners of Brugginks Inc, as well as Jos Schmitt Construction & Jake Schurr, our project manager, for providing substantial equipment to help us complete this part of the project. Our March 6 volunteer team included:
 - Keith & Justin Wilterdink
 - Jake Schurr
 - Jay VanEss
 - Bob Launer
 - Terry Lemkuil
 - Brian Nyenhuis
 - Kris & Tom DeBruine

- Jim Batzner
- Terry Hendrikse
- Paul Lammers
- Chris Wolfert
- Scott Walker
- Donations by Brugginks Inc & Jos Schmitt
- We appreciate the generous support from Oostburg State Bank and Masters Gallery Foods in providing substantial contributions to our building project. More to come on this down the road as we finalize press release information to show our appreciation to these partners.
- This week included a morning of significant policy review and updates. Our recommendations in this area will now be forwarded to the policy committee for consideration.
- We have received a response from both the board negotiations committee and the OEA negotiations representatives in regards to the commencement of negotiations. Our administration is recommending that the board provide an initial proposal increasing base wages 1.23% in alignment with the final state CPI calculation. Kris and I would like to meet with the board negotiations team on March 17th at 5:30 p.m. to review and finalize an initial proposal. At that time we will also provide the board committee with an overview of a recommendation for an adjustment to the performance compensation model which would then be on the agenda for regular meeting action later that evening. The OEA is available for a meeting the following month, prior to our April regular board meeting, beginning at 5:30 p.m. All parties were comfortable with holding that meeting virtually. Our board committee would be able to join in from our board room prior to our monthly meeting. Please contact me if you have questions or concerns about this approach.
- Please see the following language related to DPI waiver requests which require a public hearing. This hearing can be held on a regularly scheduled board meeting date, yet will constitute a special hearing with a separate posting.
 - *Pursuant to s.118.38(1)(b), the School District of Oostburg will hold a public hearing to consider requesting a waiver of instructional hours requirements for the 2020-2021 school year from the Department of Public Instruction due to the ongoing COVID-19 public health emergency. Members of the public not able to attend the hearing in-person can participate and submit comments via email to kbruggink@oostburg.k12.wi.us. Sample motion is as follows: "I move to request a waiver of instructional hours requirements for students during the 2020-2021 school year in light of the ongoing COVID-19 public health emergency and pursuant to Governor Evers' associated emergency orders. The request through the Department of Public Instruction will be to waive the instructional hours requirements set forth in Wisconsin Administrative Code Chapter PI 8.01(2)(f). The waiver will be requested through the Department of Public Instruction's expedited waiver process. The School Board authorizes the District's superintendent to take any other actions necessary to complete the waiver request process with the Department of Public Instruction."*
 - *Pursuant to s.118.38(1)(b), the School District of Oostburg will hold a public hearing to consider requesting a waiver of educator effectiveness requirements for the 2020-2021 school year from the Department of Public Instruction due to the ongoing COVID-19 public health emergency. Members of the public not able to attend the hearing in-person can participate and submit comments via email to kbruggink@oostburg.k12.wi.us. Sample motion is as follows: "I move to request a waiver of educator effectiveness requirements for certified staff during the 2020-2021 school year in light of the ongoing COVID-19 public health emergency and pursuant to Governor Evers' associated emergency orders. The request through the Department of Public Instruction will be to waive the educator effectiveness and personnel evaluation requirements set forth in Wisconsin Administrative Code Chapter PI 8.01, Wis. Stat. 115.415 and Wis. Stat. 121.02(q). The waiver will be requested through the Department of Public Instruction's expedited waiver process. The School Board authorizes the District's superintendent to take any other actions necessary to complete the waiver request process with the Department of Public Instruction."*
- We have informed families of our recommendation to discontinue virtual learning as a family / student option at the start of 4th quarter. Primary considerations in this recommendation include:

- Clear evidence that our virtual students are losing considerable ground academically and socio emotionally.
- Declining student engagement in virtual students - in many cases dramatically.
- Negative impacts to in-person student learning because of the dynamics of the synchronous virtual model.
- Lack of evidence of in-school transmission of the virus
- Confidence that by the beginning of 4th quarter, most, if not all, high-risk populations will have an opportunity to be vaccinated.

We have not brought forward this recommendation without extensive background work and discussion. These discussions have included contact with parents and staff. Learning since our last board meeting has our administrative team firmly committed to the importance of this recommendation for both students and staff.

The following associated notice went out to our district families on March 5:

Hello OSD families,

We are pleased to share that we continue to experience very low COVID quarantine numbers with no confirmed new school cases over the past 4 weeks. We currently have 3 individuals in quarantine - our lowest number since school began.

Based on this information we would like to provide advance notice to families that our school board will be acting on an administrative recommendation during their March monthly meeting to discontinue virtual learning as a student / family option. Beginning April 5, 2021 - the start of 4th quarter - all students will be expected to be on site for instruction with traditional attendance requirements in place.

Although our virtual learning option provided an important bridge during the first portions of our school year, it is clear this is not an effective or sustainable approach for our district.

I would also like to share that our families will be noticing significant changes at and around our high school in the upcoming weeks as our construction projects moves ahead. Beginning at spring break our current library, cafeteria, theater and main entries will be closed. We will serve lunches from an alternate location near the MS kitchen and entry into the building will change. In addition, our fitness center will close to community use during the week of May 17. Unfortunately, we will not have a community fitness center until our project is completed in February of 2022.

So, we are excited about the upcoming changes and upgrades yet also realize that there will be some challenges to work around while the work is taking place.

Please reach out directly to me should you have any questions about this upcoming change.

Board Update

Oostburg High School

To: Board Members and Administration
From: Scott Greupink
Date: March 5, 2021
Re: Monthly Updates—March

- ✚ Our sophomore English teacher, Avery Leidall, is resigning her position at the end of the school year. This is going to be a pretty substantial loss as Avery has really grown into a quality teacher. She communicated in her brief letter of resignation that her decision is driven by a growing family and her husband's new job which together make a move closer to family in the Appleton area necessary. She also said, "I cannot express how grateful I am to the district and how it has helped me grow as an educator and individual over the last five years. This truly was a great place to teach, and I will miss the students and staff." We will be posting this position very soon.
- ✚ As you may recall, the Youth Options law was replaced creating two new programs—The *Early College Credit Program* with Colleges and Universities, and the *Start College Now* program with Technical Colleges. The financial arrangements have changed pretty significantly, especially for the Early College Credit Program, but our discretion in approving these classes is still very limited. We have to determine if we offer comparable courses, whether the course satisfies our high school graduation requirements, and how many high school credits to award the pupil for each course. In the past, the DPI, who hears any appeals of our decisions, has communicated that it would be very difficult, if not impossible, to argue that any college or technical school course would not satisfy an elective high school graduation requirement. We have typically simply converted 3-4 college credits to being equal to one high school credit. **So really our discretion in approving these courses is limited to the comparable course determination.** Therefore, I am offering a split recommendation to the Board for the following requests. Since all requests are due to us by March 1st for the fall semester next year, this limited lists is complete.

Early College Credit Program requests:

APPROVE--*English Composition II; Composition and Rhetoric (Eng. Comp. 105)* @ UW Green Bay-Sheb. Campus.

DENY—*Introductory Drawing (ART 105)* @ UW Green Bay-Sheb. Campus.

The student will be taking our Adv. Composition class, so the request for Composition II is not a comparable course. The request for Introductory Drawing class appears to be comparable to our Art 2D class and while I understand the request based on the fact that they wish to complete college requirements, I would recommend that we consistently deny any requests for classes when we feel we offer a comparable class that the student has not taken.

Board Update

Oostburg Middle School

To: Board Members and Administration
From: Sherri Stengel
Date: March 12, 2021
Re: OMS Update

- **Character Strong and a Leadership Conference for Students**

As you may recall, OMS implemented a new high interest course this year called Character Strong in grades 6, 7, and 8. This means that most OMS students will have the equivalent of 6 weeks of instruction around topics such as Empathy, Healthy Habit Development, Growth Mindset, Resilience, Emotional Intelligence, Mindfulness, Kindness, Respect, Acceptance, & more. The development of this course was a direct result of the work of a committee at OMS looking at behavioral incidents from last year and before, and this was one proactive step in working to make our school a safe place for all students by intentionally building character and community.

Through this same program, Keri Lauritsen, our school counselor, recently had a small group of 6th, 7th, and 8th grade students attend a virtual leadership conference. The purpose of this conference was to focus, enlighten, and energize students to be servant leaders. Along with education around the topic, the conference walked students through a discussion around our OMS community, activities to set a vision for what they think it should be, and to discuss action steps in fulfilling that vision. Keri Lauritsen facilitated this part of the conference.

- **Planning and Preparations for Next Year**

It's that time of year where we start living in the present and the following year. While we work to maximize learning in the present year, our planning is in full swing for next year. The offices district wide have registration paperwork online and are asking families to complete that process by Spring Break. This is earlier than previous years and will allow us to get an extra jump on the processing of paperwork that needs to happen before secretaries are off for most of the summer. Course selection sheets for next school year are also being updated and students will receive them next week at OMS. This will allow us to start working on student schedules in Infinite Campus for next year in the next couple of weeks. Hiring is another topic that is currently being handled now in preparation for next year. OMS has one resignation and that position was posted in WECAN earlier this week.

Board Update

Oostburg Elementary School

To: Board Members and Administration

From: Aaron White

Date: March 12, 2020

- As I mentioned in my February update, ACCESS testing is occurring later in the year than normal. I have made contact with the person that completes our assessing to arrange a schedule and communicate the needs of the students. At the same time, we have started conversations around Forward Testing for this school year as well. I want to be as intentional as possible to spread out the testing that kids will go through this spring, as ACCESS and Forward generally do not overlap. Initial conversations have been held with our 3rd, 4th, and 5th grade teams around testing schedules, the need for any small group support, and outlay of the test this year. Sherri Stengel will be training our test proctors next week, so we will be prepared to start testing the week prior to spring break with our 4th grade students.
- This week there was a sense of ‘normalcy’ around a series of staff meetings that has been missing. For the most part this year, we have held staff meetings around Covid mitigation, virtual learning, and managerial focused items. This week, I hosted a math focused staff meeting and a reading focused staff meeting, with staff able to opt into the subject focus of their choice. With smaller groups, we were able to meet in person and distance from each other in the library. The focus of both meetings was around the use of individual student conferring, formative assessment, and ways to utilize our essential learnings to drive conferring. Shifting our focus to instructional practices for this staff meeting was a nice way to connect with the recent rounds of re-grouping and to set a course of action for our fourth quarter and upcoming staff meeting in April.

Board Update

**Oostburg School District:
Director of Special Education**

To: Board Members and Administration
From: Ashley Hinze
Date: March 12, 2021
Re: Special Education Update

- **ID Hiring Process:**

I am pleased to recommend the hiring of Lindita Abazi for the open High School Intellectual Disability starting in the 2021-2022 school year. Lindita comes to Oostburg School District with experience working as a paraprofessional in an intellectual disabilities program, a social studies teacher, and having previously subbed in our school district. We are excited to have her join our team, as the interview team felt her vast experiences, knowledge, and background will bring a strong skill set to our students.

Board Update

Oostburg School District: Finance

To: School Board Members, Administrators

From: Kris De Bruine

Date: 3/12/2021

Cash Position:

	Current Year 2-28-21		Prior Year	
	Balance	Interest Rate	Balance	
OSB - Checking	\$168,207.81	0.35%	\$114,917.67	0.35%
OSB - VANCO	\$10,573.59	0.00%	\$6,952.72	0.00%
Cash Boxes / Petty Cash	\$100.00	0.00%	\$850.00	0.00%
OSB - Dental Acct	\$5,971.60	0.14%	\$8,960.18	0.35%
OSB - Officials	\$4,782.74	0.00%	\$4,813.94	0.00%
OSB - Money Market	\$2,109,073.40	0.65%	\$1,860,098.78	1.205%
OSB - Bond Acct	\$1,670,801.72	0.45%	\$1,371,375.41	1.009%
OSB - Capital Imp	\$903,011.40	0.45%	\$1,353,899.10	1.00%
PMA - Capital Imp	\$1,340,617.49	Various	\$0.00	0.00%
LGIP -Capital Imp	\$1,989.67	0.08%	\$485,954.83	1.62%
OSB - Referendum	\$7,500,996.75	Various	\$0.00	0.00%
TOTAL CASH	\$13,716,126.17		\$5,207,822.63	
Fund 10/27 cash	\$1,946,875.37		\$1,652,700.16	
Fund Balance (10/27)	\$1,867,845.79		\$1,556,118.56	

- The above chart represents the fund balance and cash balances at the last month end.
- An updated (through Feb) financial report is attached as a separate document. Please let me know of any questions or concerns. The updated three-year cash flow and cash balances report are attached for you as well.

DPI Update:

- No reports were due this month.

Human Resources Update:

- Yesterday, we received our health insurance renewal rates; they came in at 9.0%. I will be meeting with ABRC, our consultant, soon to discuss any strategies.
- Our first negotiations meeting is set for right before the April board meeting. CPI for this term is at 1.23%, or \$497 on the base.

Finance Update:

- Our normal bond principal and interest payments will be made on the 4/1 deadline.
- 2021-22 budget planning is in full swing. The Admin team is working on their teacher evaluations. Until that part is complete, we are in a holding pattern.

Board Update

Oostburg School District: Technology

To: Members of the Oostburg School District Board

CC: Kevin Bruggink, Scott Greupink, Aaron White, Sherri Stengel, Peter Scheppmann, Kris DeBruine, Ashley Hinze

From: Lucas Allen

Date: 3/12/21

- Building project has been and will be my main focus through completion.

The estimated project savings from Erate for structured cabling inside the project is about \$45,000.

- We have spent much time consolidating thousands of lines of inventory information into a single spreadsheet to be brought in to our new asset tracking and helpdesk software. The next steps will be training and then a physical inventory of our district assets.
- We received and have begun inventorying and enrolling 300+ new Chromebooks that will replace a portion of our fleet that will be end of life as of September this year.

Board Update

Oostburg School District: Buildings and Grounds

To: Board of Education
From: Peter Scheppmann
Date: March 12, 2021

- In preparation for the construction project we are clearing areas and moving offices so that Jos. Schmitt & Son's can start on some of the interior demolition on March 29th. Finding and utilizing every inch of storage space is a challenge. We will be renting several 40' storage containers for additional space.
- Glenn Wynveen gave notice that he is resigning from cutting grass on the elementary school property. We will begin the search for a seasonal part time grounds employee.
- Michele Dulmes is moving the high school lunch serving line for April and May to a temporary area just off the middle school cafeteria due to construction of the new cafeteria. Jay will have to run 2 temporary circuits with outlets, along with a cat 6 cable for the computer to support some refrigerator equipment there and in the middle school kitchen area. Food service would like to do a test lunch in that location on Friday, March 26.