

NEENAH JOINT SCHOOL DISTRICT  
Board of Education

June 18, 2013

The meeting of the Board of Education was held in the Board room of the Administration Building on Tuesday, June 18, 2013.

Vice President John Lehman called the meeting to order at 6:01 p.m. and ascertained that the meeting had been properly noticed on the District's web site and at each of the school buildings. Board members Jean Maurice Boyer, Betsy Ellenberger, Peter Kaul, Christopher Kunz, Kirk Leaser, John Lehman, Jeff Spoehr, Michelle Swardenski, and the following administrators were present: Mary Pfeiffer, District Administrator; Victoria Holt, Assistant District Administrator of Human Resources & Central Services; Paul Hauffe, Director of Business Services; Jon Joch, Director of Revenue Enhancements & Business Services Support; and Susan Nennig, Director of Curriculum, Instruction, & Assessment. Lisa Weiss, District Literacy Coordinator, and Anne Pergolski, District Math Coordinator, were also in attendance. The absence of Scott Thompson was excused. Diane Haug was present as Board Secretary/Deputy Clerk.

OPEN FORUM

Pat Callahan, 1698 Mill Pond Lane, Neenah, spoke on behalf of the Hockey Booster Club and requested the Board table the recommendation to increase the activity fee for boys hockey from \$50 to \$750 per participant and stated that the recommendation would impact the Booster Club's ability to fund raise.

Judd Stevenson, 632 Reed Street, Neenah, spoke on behalf of the Hockey Booster Club, stated that the club is a 501(c)(3) organization, and asked the Board to reconsider the recommendation to increase fees.

Vice President Lehman declared the open forum closed at 6:08 p.m.

DISTRICT ADMINISTRATOR/BOARD CONSIDERATION OF OPEN FORUM ISSUES

Dr. Pfeiffer stated that the Board would discuss the activity fee for boys hockey when it gets to that portion of the meeting.

APPROVAL OF MINUTES

Motion was made by Betsy Ellenberger and seconded by Peter Kaul to approve the minutes of the June 4, 2013 regular meeting. The motion carried by a vote of seven yes (Boyer, Ellenberger, Kaul, Kunz, Leaser, Spoehr, Swardenski) and one abstention (Lehman).

DISTRICT ADMINISTRATOR'S REPORT

District Administrator Pfeiffer...

- congratulated all of the graduating seniors.
- introduced Jim Strick, Activities Director, who recognized the girls track team and the boys tennis team for their accomplishments at the State tournaments.

**Board minutes are available on the district's web site: [www.neenah.k12.wi.us](http://www.neenah.k12.wi.us)**

OFFICIAL ACTION

Vice President Lehman stated that item 8, 2012-13 School Budget Final Revisions, would need to be pulled from the consent agenda as it requires a roll call vote and asked whether any Board members wanted to pull any other items from the consent agenda. Jean Maurice Boyer requested that item 5, Designation of Public Depositories, be pulled from the consent agenda. Motion was made by Peter Kaul and seconded by Christopher Kunz to approve the items under Consent Agenda as follows: 1. Early Entrance to Kindergarten (Exhibit 6-D-13), 2. Employment of Personnel which includes a recommendation for employment of faculty (Stacie Ebert, Grade 7 Language Arts at Shattuck Middle School; Samantha Heyer, Guided Math Lab at Neenah High School; Nathan Koenecke, Math Lab/Math Support at Neenah High School; Amy Mettlach, English at Shattuck Middle School/Neenah High School; Jamie Rotell, Grade 2 at Wilson; Holly Semph, Kindergarten at Coolidge; and Jeffrey Sheptoski, Grade 4 at Hoover); a recommendation for employment of support staff (Eric Olson, Operations at Neenah High School; and Francis Diedrich, Grounds Person at Neenah High School); and a recommendation for employment/rehiring of support staff (Mary Daubert, Academic Assistant at Shattuck Middle School; Sandra Joch, Educational Assistant for the Cognitively Disabled at Neenah High School; Melodie Vanderkolk, Armstrong Resource Center Educational Assistant; and Kim Hankemeier, Attendance Clerk at Neenah High School) (Exhibit 6-E-13), 3. Presentation of Accounts (Schedule of Vouchers No. 11 dated May 31, 2013 reflecting revenues of \$39,663.44 and expenditures of \$5,609,853.86) (Exhibit 6-F-13), 4. Investment Report (Exhibit 6-G-13), 6. Legal Services Contract (Exhibit 6-H-13), and 7. 2013-14 Administrative and Exempt Compensation Plans (Exhibit 6-I-13). The motion passed by unanimous vote.

Jon Joch, Director of Revenue Enhancements & Business Services Support, explained the process of the Designation of Public Depositories for the 2013-14 Fiscal Year (Exhibit 6-J-13) and answered questions of Board members. Motion was made by Jeff Spoehr to accept the recommendation for the designation of public depositories for the 2013-14 fiscal year as presented. The motion was seconded by Betsy Ellenberger and carried by unanimous vote.

Paul Hauffe, Director of Business Services, presented the 2012-13 School Budget Final Revisions (Exhibit 6-K-13) and answered questions of Board members. Motion was made by Peter Kaul and seconded by Jeff Spoehr to accept the Resolution to Amend the 2012-2013 School Budget as presented. The motion passed by unanimous roll call vote.

Mr. Hauffe presented the recommendation to adjust certain student fees for the 2013-14 school year (Exhibit 6-L-13) and answered questions of Board members. Discussion ensued regarding fees for the middle school yearbook, whether the middle school meal is the same size as the high school meal, the fact that the hockey club is a 501(c)(3) organization, capturing the costs and revenues for hockey, Title IX issues and implications for the girls hockey program, and how the proposed increase in fees might affect Hortonville and Menasha. Dr. Pfeiffer stated that the reason for reviewing the hockey fees was due to concerns from a former hockey member and his parents about the bookkeeping process and what was or was not being collected and/or provided to the District. Discussion continued regarding whether the hockey booster club is run as a flow-through, capturing the costs and

revenues, looking at the gate fees, and looking at girls hockey at the same time. Motion was made by Peter Kaul to approve the student fees for the 2013-14 school year except for the hockey recommendation with a final proposal for hockey to be brought back to the Board by the first meeting in August. The motion was seconded by Michelle Swardenski and approved by a vote of seven yes (Ellenberger, Kaul, Kunz, Leeser, Lehman, Spoehr, Swardenski) and one no (Boyer).

Mrs. Holt presented the proposed changes to the 2013-14 Employee Policy Manual (Exhibit 6-M-13) which includes the proposal that nine month support staff employees who transition to twelve month positions receive one year credit for each nine month/year of experience for purposes of vacation. Mrs. Holt explained that with the move by Vicki Bayer as the Health Department Chair to an administrative position, it is the administrators' recommendation to combine the Health and Wellness Department Chairs into one position. Motion was made by Christopher Kunz to approve the 2013-14 Employee Policy Manual, including the recommendation that nine month support staff employees who transition to twelve month positions receive one year of credit for each nine month/year of experience for purposes of vacation and the recommendation that the Department Chair position be combined as Health/Wellness. The motion was seconded by Peter Kaul and carried by unanimous vote.

Dr. Pfeiffer explained that the revisions to NEOLA Board Policy 5111.01, Homeless Students (Exhibit 6-N-13), were needed as part of the audit process. Discussion ensued regarding whether students living in trailer parks are considered homeless, trends of homeless students, and whether homeless students should be required to provide immunization records. Timothy Gantz, Director of Pupil Services, stated that he feels the term trailer park is considered to be students living in temporary campgrounds rather than in established mobile home parks. Dr. Pfeiffer suggested the administrators will review policy to determine whether the term "trailer park" should be listed or removed. Motion was made by Jeff Spoehr to approve NEOLA Policy 5111.01, Homeless Students, as presented with the stipulation that State statute will be reviewed regarding the use of the term "trailer park" to determine whether the term should be kept in the policy or removed. The motion was seconded by Christopher Kunz and carried by unanimous vote.

#### FINANCE AND PERSONNEL COMMITTEE

Motion was made by Betsy Ellenberger to approve the minutes of the June 4, 2013 Finance and Personnel Committee meeting. The motion was seconded by Christopher Kunz and carried by a committee vote of three yes (Ellenberger, Kaul, Kunz) and one abstention (Lehman).

#### DISTRICT ASSESSMENT RESULTS REPORT

Dr. Pfeiffer introduced Susan Nennig, Director of Curriculum, Instruction, and Assessment, Lisa Weiss, District Literacy Coordinator, and Anne Pergolski, District Math Coordinator, who presented a report regarding the District's assessment results for the 2012-13 school year (Exhibit 6-O-13) and answered questions of Board members.

#### ANNOUNCEMENTS

Board members stated that Neenah High School graduation went very well.

**Board minutes are available on the district's web site: [www.neenah.k12.wi.us](http://www.neenah.k12.wi.us)**

FUTURE AGENDA ITEMS

No new items.

ADJOURNMENT

Vice President Lehman announced that it would be necessary to adjourn the regular meeting and to subsequently reconvene in closed session. Motion was made by Peter Kaul to adjourn and that the Board reconvene in closed session according to Wisconsin Statutes 19.85(1)(c)(f)(g) for the purpose of approval of minutes of the June 4, 2013 regular closed session meeting and the June 6, 2013 special closed session meeting, discipline of specific students, discussion of specific personnel, potential litigation, and evaluation of District Administrator. The motion was seconded by Betsy Ellenberger and carried by unanimous vote. The meeting adjourned at 9:04 p.m.

CLOSED SESSION

The Board reconvened in closed session at 9:11 p.m. for the purpose of approval of minutes of the June 4, 2013 regular closed session meeting and the June 6, 2013 special closed session meeting, discipline of specific students, discussion of specific personnel, potential litigation, and evaluation of District Administrator.

ADJOURNMENT OF CLOSED SESSION

Motion to adjourn closed session and reconvene in open session was made by Peter Kaul, seconded by Betsy Ellenberger, and carried by unanimous vote. The closed session adjourned at 10:33 p.m.

OPEN SESSION

Vice President Lehman called the open session to order at 10:34 p.m. Board members Jean Maurice Boyer, Betsy Ellenberger, Peter Kaul, Christopher Kunz, John Lehman, Kirk Leaser, Jeff Spoehr, Michelle Swardenski, and the following administrator was present: Mary Pfeiffer, District Administrator. The absence of Scott Thompson was excused.

CONTRACT OF DISTRICT ADMINISTRATOR

Motion was made by Peter Kaul to approve the recommendations for adjustments to the District Administrator's salary and benefit compensation package as presented (Exhibit 6-P-13). The motion was seconded by Betsy Ellenberger and carried by unanimous vote.

ADJOURNMENT

Motion to adjourn was made by Betsy Ellenberger, seconded by Michelle Swardenski, and carried by unanimous vote. The meeting adjourned at 10:35 p.m.

Diane Haug  
Board Secretary/Deputy Clerk

Jeff Spoehr  
Board Clerk