

NEENAH JOINT SCHOOL DISTRICT
Board of Education

May 6, 2014

The meeting of the Board of Education was held in the Board room of the Administration Building on Tuesday, May 6, 2014.

President Scott Thompson called the meeting to order at 6:00 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 (arrived at 6:01 p.m.), John Lehman, Margaret Murphy (participated via phone), Jeff Spoehr, Michelle Swardenski, Scott Thompson, student representative Luke Nelessen, and the following administrators were present: Mary Pfeiffer, District Administrator; Victoria Holt, Assistant District Administrator of Human Resources & Instructional Support Services; Kathleen Davis, Assistant District Administrator of Business Services; Paul Hauffe, Director of Business Services; Jon Joch, Director of Revenue Enhancements & Business Services Support; and Jim Strick, Communications Manager. Diane Haug was present as Board Secretary/Deputy Clerk.

OPEN FORUM

Heather Shebesta, W1924 Coenen Road, Kaukauna, NJSD music instructor, shared her concerns with some upcoming changes at Spring Road and Tullar Elementary Schools and asked the Board to reconsider the 30-day notice for resignation in the proposed 2014-15 Employee Policy Manual.

Debbie Dreher, 56 Regal Terrace, Appleton, administrative assistant at Horace Mann, shared her concerns with the 30-day notice for resignation in the proposed 2014-15 Employee Policy Manual, questioned whether the Board or District has done anything to strengthen morale in the schools, and shared her concerns with the wage compensation study for support staff.

Tom Hanby, 706 E. Forest Avenue, Neenah, questioned how the District can establish wages in the wage compensation study without establishing benefits until a later date and questioned when employees earn their summer insurance benefits and whether they earn the benefits from the prior year or whether they earn the benefits if they work the upcoming year.

President Thompson declared the open forum closed at 6:11 p.m.

DISTRICT ADMINISTRATOR/BOARD CONSIDERATION OF OPEN FORUM ISSUES

President Thompson stated that the items that came up regarding the wage compensation study and insurance benefits will be discussed during that portion of the meeting.

Dr. Pfeiffer addressed Heather Shebesta's concerns and stated that Tullar will be losing a stationary computer lab but will have a mobile lab and the decision was made to create an additional classroom at Tullar rather than displacing families.

REORGANIZATION OF THE BOARD AND ELECTION OF OFFICERS PER BOARD POLICY 0151.1

President Thompson announced that it would be necessary to elect Board of Education officers for the ensuing year per Board Policy 0151.1 as follows: President, Vice President, Clerk, Treasurer, and Secretary/Deputy Clerk. President Thompson stated that the election of each officer, to be conducted in a public meeting, may be by secret ballot or by roll call vote. It was decided the elections would be held by secret ballot. President Thompson appointed Vicky Holt as vote teller and Paul Hauffe as vote certifier.

President Thompson announced that nominations were open for the office of President. Mrs. Holt announced the following nomination for President: Scott Thompson. Motion was made by John Lehman to close the nomination and unanimously approve Scott Thompson for the office of President. The motion was seconded by Betsy Ellenberger and carried by unanimous vote of acclamation.

President Thompson announced that nominations were open for the office of Vice President. Mrs. Holt announced the following nomination for Vice President: John Lehman. Motion was made by Scott Thompson to close the nomination and unanimously approve John Lehman for the office of Vice President. The motion was seconded by Peter Kaul and carried by unanimous vote of acclamation.

President Thompson announced that nominations were open for the office of Clerk. Mrs. Holt announced the following nominations for Clerk: Jeff Spoehr and Michelle Swardenski. Michelle Swardenski requested that her name be removed from nomination. Motion was made by Jean Maurice Boyer to close the nomination and unanimously approve Jeff Spoehr for the office of Clerk. The motion was seconded by Scott Thompson and carried by unanimous vote of acclamation.

President Thompson announced that nominations were open for the office of Treasurer. Mrs. Holt announced the following nominations for Treasurer: Peter Kaul and Christophe Kunz. Christopher Kunz requested that his name be removed from nomination. Motion was made by Scott Thompson to close the nomination and unanimously approve Peter Kaul for the office of Treasurer. The motion was seconded by Jeff Spoehr and carried by unanimous vote of acclamation.

President Thompson announced that nominations were open for the office of Secretary/Deputy Clerk. Motion was made by Scott Thompson that Diane Haug, Administrative Assistant to the District Administrator, be declared Secretary/Deputy Clerk by acclamation. The motion was seconded by Jeff Spoehr and carried by unanimous vote.

APPROVAL OF MINUTES

Motion was made by Betsy Ellenberger and seconded by Michelle Swardenski to approve the minutes of the April 22, 2014 regular meeting. The motion carried by a vote of seven yes (Boyer, Ellenberger, Kunz, Lehman, Spoehr, Swardenski, Thompson) and two abstentions (Kaul, Murphy).

STUDENT COUNCIL REPORT

Luke Nelessen...

- invited everyone present to a band concert at Neenah High School tomorrow, May 7, in Pickard Auditorium.
- reminded everyone of the drive-in movie in the main parking lot of Neenah High School this Friday evening to benefit Habitat for Humanity.
- reported that prom is this Saturday, May 10.
- invited everyone present to a choir concert at Neenah High School on Thursday, May 15, in Pickard Auditorium.
- invited everyone present to the NHS talent show on Friday, May 16, at 7:00 p.m. in Pickard Auditorium.
- stated that AP testing has begun and will continue through next week.

DISTRICT ADMINISTRATOR'S REPORT

District Administrator Pfeiffer...

- recognized all staff for Educator Appreciation Week and thanked them for all they do for students in the NJSD.
- thanked everyone who attended the retirement celebration last Friday honoring our employees who will be retiring at the end of the school year.
- recognized the music staff and students for the wonderful Show Choir Finale on Saturday.
- thanked the music staff, senior students, and parents for the enjoyable senior music banquet on Sunday evening.
- invited all Board members and staff to the Employee of the Year reception on Wednesday, May 14, beginning at 3:45 at Bridgewood Conference Center.
- shared that the Quarter Century Club dinner celebrating employees who have achieved 25 years of service to the District will take place tomorrow evening at the Holiday Inn Riverwalk.
- introduced Jon Joch, Director of Revenue Enhancements & Business Services Support, who introduced and congratulated Board of Education scholarship recipients Hailey Branchford and Pa Chee Lo.
- introduced Art Department chair Brenda Mullard, who recognized several Neenah High School art students for recent awards.
- introduced Debbie Wedding, principal of Hoover and Taft Schools, who introduced staff from Hoover and Taft and shared information related to their math and literacy school goals and progress (Exhibit 5-A-14).

OFFICIAL ACTION

Motion was made by Peter Kaul to approve the items under Consent Agenda as follows: 1. Investment Report (Exhibit 5-B-14), 2. School Property Tax Report (Exhibit 5-C-14), and 3. Employment of Personnel which includes a request for resignation of faculty (Erica Bowers, cognitive disability teacher at Coolidge School; Julie Breider, grade 5 teacher at Spring Road School; Amanda Brummer, kindergarten teacher at Taft School; Stephanie Karker, library media specialist at Clayton and Spring Road Schools; Jessica Mielke, grade 1 teacher at Coolidge School; Anthony Miller, grade 6 teacher at Horace Mann Middle School; and Emily Wertanen, kindergarten teacher at Hoover School); and a request for a contract decrease (Paul

Shogren, social studies teacher at Neenah High School from full-time to five-tenths) (Exhibit 5-D-14). The motion was seconded by Betsy Ellenberger and carried by unanimous vote.

RECOMMENDATION FOR APPROVING ADMINISTRATOR SALARY STRUCTURE

Dr. Pfeiffer presented a recommendation for an administrative salary structure beginning with the 2014-15 school year (Exhibit 5-E-14) and answered questions of Board members. Motion was made by Scott Thompson to approve the administrative salary structure beginning with the 2014-15 school year as presented. The motion was seconded by John Lehman and carried by unanimous vote.

RECOMMENDATION FOR AWARDING CONTINUING CONTRACTS TO ADMINISTRATORS

Dr. Pfeiffer presented a recommendation for the awarding of continuing contracts to administrators (Exhibit 5-F-14) and answered questions of Board members. Discussion ensued regarding whether or not the District should offer two-year contracts to administrators. Motion was made by Scott Thompson to approve the recommendation for awarding continuing contracts to administrators as presented. The motion was seconded by Peter Kaul and carried by a vote of eight yes (Ellenberger, Kaul, Kunz, Lehman, Murphy, Spoehr, Swardenski, Thompson) and one no (Boyer).

RECOMMENDATION FOR AWARDING CONTRACTS TO CERTIFIED STAFF

Dr. Pfeiffer presented a recommendation for awarding contracts to certified staff for the 2014-15 school year (Exhibit 5-G-14) and answered questions of Board members. A lengthy discussion ensued regarding base wages, job sharing, and the length of contracts for the various positions. Motion was made by Scott Thompson to approve the recommendation for awarding contracts to certified staff as presented. The motion was seconded by Michelle Swardenski and carried by unanimous vote.

EXEMPT AND SUPPORT STAFF COMPENSATION MODEL

Victoria Holt, Assistant District Administrator of Human Resources and Instructional Support Services, introduced Katie McCloskey from Carlson Dettmann Consulting and thanked her for their services in assisting with the non-certified staff wage compensation model. Mrs. Holt presented information related to the adoption of a non-certified staff wage compensation model for the 2013-14 and 2014-15 school years (Exhibit 5-H-14) and she and Ms. McCloskey answered questions of Board members. It was explained that a benefit analysis piece was added to the compensation model and will be looked at next year. Mrs. Holt emphasized that the administration felt strongly that compensation be based on performance rather than the former steps and lanes or years of service. Mrs. Holt also stated that there are several employees below the minimum wage recommendation and consideration should be given to those employees to bring them to the minimum amount. President Thompson stated that the non-certified staff wage compensation model for the 2013-14 and 2014-15 school years will be brought back to the May 20, 2014 Board of Education meeting for a vote.

EMPLOYEE POLICY MANUAL

Mrs. Holt presented proposed changes to the Employee Policy Manual for the 2014-15 school year (Exhibit 5-I-14) and answered questions of Board members. Mrs. Holt explained the way

health care works for staff members who resign and are not 12-month employees and stated that nothing has changed with this process. A lengthy discussion ensued related to non-emergency medical procedures, how the District pays benefits to survivors, the differences in the number of days' notice the various groups of employees are required to provide upon resignation, and the difference in vacation days extended to the administrators and non-certified staff. Board members requested changes to the Employee Policy Manual as follows: on page 7 in the Options, add the words "pre-tax" after the dollar amount the employee may contribute in each option; on page 12 under C., change "benefit" to "contribution" after "The maximum OPEB..."; and clean up the wording on page 13 under Resignation. Discussion continued regarding work days vs. calendar days and consistency within the Employee Policy Manual as opposed to attempting to be fair to all employee groups. Dr. Pfeiffer stated that the administrators would consider the Board's discussion and bring a recommendation back to the May 20, 2014 Board meeting. Discussion continued regarding whether the vacation allotment is fair to administrators and whether the administrators should be on the same vacation scale as the non-certified staff. Betsy Ellenberger left the meeting at 9:13 p.m. President Thompson suggested that an additional week of vacation be added for administrators with more than 25 years in the District. Board members requested additional clarification on page 11 and asked whether, related to Appendix A, compensation should be provided to employees who provide elementary extracurricular activities. President Thompson stated that the Employee Policy Manual will be brought back to the May 20, 2014 Board of Education meeting for a vote.

ANNOUNCEMENTS

President Thompson reminded Board members that he, Jeff Spoehr, and Michelle Swardenski would be participating in the NHS graduation this year.

Jean Maurice Boyer shared that Alliance Charter is celebrating its 10th year and invited everyone to an open house on May 30. Mr. Boyer stated that this is the first year we will have students graduating from Neenah High School who attended Alliance.

FUTURE AGENDA ITEMS

President Thompson requested that the Common Core presentation be pushed out to June.

ADJOURNMENT

President Thompson 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) and 118.22 for the purpose of approval of minutes of the April 22, 2014 closed session meeting, discipline of specific students, and consideration of nonrenewal and reduction of teacher contracts. The motion was seconded by Jeff Spoehr and carried by unanimous vote. The meeting adjourned at 9:25 p.m.

CLOSED SESSION

The Board reconvened in closed session at 9:33 p.m. for the purpose of approval of minutes of the April 22, 2014 closed session meeting, discipline of specific students, and consideration of nonrenewal and reduction of teacher contracts.

ADJOURNMENT OF CLOSED SESSION

Motion to adjourn closed session and was made by John Lehman, seconded by Peter Kaul, and carried by unanimous vote. The closed session adjourned at 9:40 p.m.

OPEN SESSION

President Thompson called the open session to order at 9:40 p.m. Board members Jean Maurice Boyer, Peter Kaul, Christopher Kunz, John Lehman, Jeff Spoehr, Michelle Swardenski, Scott Thompson and the following administrators were present: Mary Pfeiffer, District Administrator; and Victoria Holt, Assistant District Administrator of Human Resources & Instructional Support Services. The absences of Betsy Ellenberger and Margaret Murphy were excused.

NONRENEWAL AND REDUCTION OF TEACHER CONTRACTS FOR THE 2014-15 SCHOOL YEAR

Motion was made by Scott Thompson to reduce the contract of Maggie Weyenberg, Art, from .6 fte to .1 fte. The motion was seconded by Jeff Spoehr and carried by unanimous vote.

ADJOURNMENT

Motion to adjourn was made by Jeff Spoehr, seconded by Peter Kaul, and carried by unanimous vote. The meeting adjourned at 9:42 p.m.

Diane Haug
Board Secretary/Deputy Clerk

Jeff Spoehr
Board Clerk