

**NOT OFFICIAL**

NEENAH JOINT SCHOOL DISTRICT  
Board of Education

June 4, 2013

The meeting of the Board of Education was held in the Board room of the Administration Building on Tuesday, June 4, 2013.

President Scott Thompson called the meeting to order at 6:03 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, Jeff Spoehr, Michelle Swardenski, Scott Thompson, and the following administrators were present: Mary Pfeiffer, District Administrator; Victoria Holt, Assistant District Administrator of Human Resources & Central Services; Steve Dreger, Assistant District Administrator of Elementary Learning & Leadership; Paul Hauffe, Director of Business Services; Jon Joch, Director of Revenue Enhancements & Business Services Support; and Diane Doersch, Director of Instructional Technology. The absence of John Lehman was excused. Diane Haug was present as Board Secretary/Deputy Clerk.

OPEN FORUM

As no one present wished to address the Board, President Thompson declared the open forum closed at 6:04 p.m.

APPROVAL OF MINUTES

Motion was made by Betsy Ellenberger and seconded by Jean Maurice Boyer to approve the minutes of the May 21, 2013 regular meeting. The motion carried by a vote of seven yes (Boyer, Ellenberger, Kaul, Kunz, Spoehr, Swardenski, Thompson) and one abstention (Leaser).

DISTRICT ADMINISTRATOR'S REPORT

District Administrator Pfeiffer...

- shared information about end-of-the-year celebrations.
- recognized the girls track team for their fantastic year.
- introduced Shattuck Associate Principal Chad Buboltz who, along with Shattuck staff members, shared information related to the Shattuck school goals and progress.
- introduced Neenah High School Principal Colleen Doyle who, along with NHS staff members, shared information related to the Neenah High School goals and progress.

OFFICIAL ACTION

Motion was made by Peter Kaul and seconded by Jeff Spoehr to approve the items under Consent Agenda as follows: 1. Employment of Personnel which includes a request for resignation of an administrator (Matthew Smith, Associate Principal, Neenah High School); a request for employment of faculty (Kevin Hietpas, Library Media Specialist at Neenah High School, and Christian Schnell, Cross Categorical, Neenah High School); a request for employment/rehiring of support staff (Julie Behrens, Robin Grable, Julane Ross, and Colleen Westphal, Academic Assistants at Neenah High School; Roxanne Breden, Carol Gosz,

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

Kathleen Hans, and Sarah Swender, Academic Assistants at Shattuck Middle School; Dawn Albanese, Gail Bruce, Elaine Goltz, Kim Hankemeier, Lori Harness, Joline Hjerstedt, Cheryl Lehl, Gloria Marsh, Jennifer Ropella, Kelly VanCaster, and Linda Woodburn, Educational Assistants for the Cognitively Disabled at Neenah High School; Jane Delso, Pamela Olson, Opal Thielke, and Joann Urbanek, Educational Assistants for the Cognitively Disabled at Shattuck Middle School); a request for the appointment of the Principal at Horace Mann Middle School (Michael Tauscher) and an Associate Principal at Neenah High School (Chad Buboltz); a recommendation for employment of the Principal at Coolidge Elementary School (April Keepers) and an Associate Principal at Neenah High School and Shattuck Middle School (Vicki Bayer); and a recommendation for a support staff position at Neenah High School (12 month Administrative Assistant) (Exhibit 6-A-13). The motion passed by unanimous vote. Board members thanked Matt Smith for his service to the Neenah Joint School District. Dr. Pfeiffer acknowledged Michael Tauscher, April Keepers, and Vicki Bayer in their new positions.

#### EMPLOYEE POLICY MANUAL

Victoria Holt, Assistant District Administrator of Human Resources & Central Services, presented changes to the Employee Policy Manual for the 2013-14 school year (Exhibit 6-B-13) and answered questions of Board members. A suggestion was made to strike the word "benefits" in the last paragraph on page 18. The Employee Policy Manual will be brought to the June 18, 2013 Board meeting for approval.

#### TECHNOLOGY REPORT

Diane Doersch, Director of Instructional Technology, presented an update to the District's 1-to-1 program for the 2012-13 school year (Exhibit 6-C-13) and answered questions of Board members. It was decided that the Board and administrators will have a technology discussion at the upcoming retreat on July 30. Board members are to send their ideas and questions to Diane Haug by July 3 and she will compile them prior to the retreat. Board members thanked Mrs. Doersch for her service to the Neenah Joint School District and wished her well in her new position in the Green Bay Area Public Schools.

#### FINANCE AND PERSONNEL COMMITTEE

Motion was made by Betsy Ellenberger to approve the minutes of the May 21, 2013 Finance and Personnel Committee meeting. The motion was seconded by Christopher Kunz and carried by unanimous committee vote.

#### ANNOUNCEMENTS

A reminder was given to President Thompson, Peter Kaul, and Jean Maurice Boyer to park behind Neenah High School, enter Door 11, and proceed to the red carpeted area in front of the Armstrong Library prior to Neenah High School's graduation ceremony tomorrow evening.

Jeff Spoehr reported that he and Dr. Pfeiffer attended the YES meeting at Neenah High School on May 29 and shared the various scholarships and awards which students earned.

FUTURE AGENDA ITEMS

Overview of Student Learning Data – June 18

Elementary Planning – July 23

Expulsion Report

Report on Assigned Parking Stalls at NHS – July/August

Recap of Year One of the Effectiveness Project

It was decided that the Curriculum and Program Development Committee will have a discussion regarding consistency in the school reports.

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)(g) for the purpose of approval of minutes of the May 21, 2013 regular closed session meeting, discussion of specific personnel, and potential litigation. The motion was seconded by Jeff Spoehr and carried by unanimous vote. The meeting adjourned at 8:27 p.m.

CLOSED SESSION

The Board reconvened in closed session at 8:35 p.m. for the purpose of approval of minutes of the May 21, 2013 regular closed session meeting, discussion of specific personnel, and potential litigation.

ADJOURNMENT OF CLOSED SESSION

Motion to adjourn closed session and was made by Peter Kaul, seconded by Scott Thompson, and carried by unanimous vote. The closed session adjourned at 9:21 p.m.

Diane Haug  
Board Secretary/Deputy Clerk

Jeff Spoehr  
Board Clerk