

**OFFICIAL PROCEEDINGS OF THE REGULAR MEETING OF THE  
BOARD OF EDUCATION, EAU CLAIRE, WISCONSIN, FEBRUARY 20, 2012  
PRESIDENT CRAIG PRESIDING**

Following the Pledge of Allegiance, President Craig called the meeting to order at 7:00 pm. Secretary Patti Iverson confirmed that the meeting was properly noticed and was in compliance with the open meeting law.

Roll call was taken and the following commissioners were present: Craig, Cummins, Duax, Faanes, Janke, Johnson, and Wogahn. Absent: Johnson and Wogahn. Student Representatives Joe Luginbill and Amal Javaid were also present.

**NOTICE OF CLOSED SESSION**

President Craig announced that the Board would go into closed session following the committee meeting under 19.85 (1)(c)(f)(g) to discuss personnel matters concerning one or more administrative employees.

President Craig reminded everyone to vote in the primary on February 21<sup>st</sup>. There are six candidates vying for two seats. The top four vote getters will move on to the general election on April 3<sup>rd</sup>.

**PUBLIC FORUM**

Mindy Gadke is a Montessori parent. She was concerned about class sizes and the projected class sizes for the next several years. She asked that the Board consider moving the early learning program out of Montessori so the charter program can be expanded. She said she did not support the EL referendum because she didn't understand it at the time. She said she'd be willing to promote the importance of it in the future.

David Mortimer is also a Montessori parent. He shared WKCE results for Montessori students noting that they all above the district averages. He said there is a long waiting list for the Montessori program and he hoped that the program would be open to more families in the future by moving the EL program out of that building.

Kristin Walukas said that one of the reason her family moved to Eau Claire was because of the Montessori public education program. She was also concerned with projected class sizes at Montessori. She said that when the early learning space options are discussed in the near future, the Board should look for creative solutions and compromises to allow the Montessori program to grow.

**BOARD/ADMINISTRATIVE REPORTS**

### Superintendent's Report

Superintendent Heilmann said there are several policies that are closely linked to PSS efforts that need updating: School hours (322), summer school (351), extra-curricular activities (370) and a new policy on cultural proficiency. He noted that many policy issues are also linked to the employee handbook.

Dr. Heilmann said there has been much media coverage and email activity regarding a possible co-op for North's boys' hockey team. Any co-op requests for next year must be received by the WIAA by April 2<sup>nd</sup>. The three options currently under consideration are to have North continue independently, form a co-op between North and Altoona, and form a co-op between North and Memorial. This item will be on the March 5<sup>th</sup> Board meeting agenda.

Dr. Heilmann said the district has five national merit finalists, which is quite an accomplishment.

### Communication to Superintendent/Board President

President Craig said there are two upcoming WASB presentations regarding finance and human resources. Anyone interested in attending should contact Patti Iverson.

### Student Representative Report

Joe Luginbill stated that he and Amal Javaid will be setting up a School Board candidate forum before spring break so that students can hear from the candidates and vice versa. Students will also receive information on registering to vote and voter identification that is now required.

### Other Reports

#### *Policy and Governance Committee*

Com. Cummins asked to give a report at an upcoming meeting regarding the NSBA's Students on Board program. This entails having conversations between Board members and students to talk about key climate in the district. She will discuss this at the next Board meeting.

The P & G Committee shared a draft policy for student representation at Board meetings, which will be reviewed at an upcoming meeting. The committee will also be reviewing the student expulsion policy as well as making sure actions the Board takes are under the umbrella of PSS.

#### *Budget Development Committee*

The committee received a status report from Mr. Van De Water saying that he continues to develop the budget, and the committee will meet again in March.

## **CONSENT RESOLUTION AGENDA**

Board members asked to pull Resolution 7 from the consent agenda.

Com. Duax moved, seconded by Com. Cummins, to approve the consent resolution agenda consisting of the following items:

- ◆ The minutes of closed session of January 23, 2012 as mailed.
- ◆ The minutes of Board meeting of February 6, 2012 as mailed.
- ◆ The minutes of closed session of February 6, 2012, as mailed.
- ◆ The gifts in the amount of \$60,720.45 for the period January 1, 2012, through January 31, 2012, as presented.
- ◆ The matters of employment of February 20, 2012, as presented.
- ◆ Food & Nutrition Prime Vendor Bid
- ◆ Appointment of Robert Janke as Alternate District Clerk

Consent resolution agenda items approved by unanimous roll call vote.

### **INDIVIDUALLY CONSIDERED RESOLUTIONS**

#### Resolution #7-- Transportation Contract Extension with Student Transit

Com. Faanes moved, seconded by Com. Cummins, to extend transportation contract with Student Transit through June 30, 2016. Carried by unanimous roll call vote.

Regular meeting adjourned.

Submitted by Patti Iverson, Board Secretary

**COMMITTEE MEETING  
BOARD OF EDUCATION – EAU CLAIRE, WISCONSIN  
FEBRUARY 20, 2012**

1. Call to Order – Committee Meeting

Board Members present: Craig, Cummins, Duax, Faanes, and Janke. Absent: Johnson and Wogahn. Student Representatives Joe Luginbill and Amal Javaid were also present.

2. Committee Reports/Items for Discussion

A. Discussion of BOE Questions on Part I of the Employee Handbook and Distribution of Parts V & VI (*Minutes for this Committee Report are intentionally elaborate to capture the specific issues that need further clarification.*)

Dr. Heilmann shared the results of a Zoomerang survey of staff regarding portions of Part I of the Employee Handbook. Dr. Heilmann said that after discussions at the last Board meeting, the following list of issues was developed and the Board discussed them.

Regarding “management rights,” a modification was made to address statement that goods and services could be contracted out. It was changed to expand beyond goods and services with Board of Education approval. The Board was okay with that revision.

The committee recommended holding on the definition of ‘full time’ until Part II was discussed. The Board will wait on that item.

With regards to the proposal to change language so that each 12 month employee will be credited with 12 sick days per year and each school year employee will be credited with 10 sick days per year, Dr. Heilmann said the committee discussed this and there was not unanimous agreement on it. The survey data also indicated disagreement. There were some conversations about melding sick leave and personal days into one. The discussion on reducing the number of accumulated sick days created some angst for staff. Some committee members were concerned with reducing the 120 days because there is also a recommendation to remove extended sick leave. President Craig said there has been talk about using creative ways to get around this issue such as sick leave banks. Dr. Heilmann said the committee was not asking the Board to take action on all components of this Section until May.

Survey data received regarding pay periods for ten month employees was also shared. The vast majority of staff wanted to continue to receive their pay over 12 months. The potential impact to payroll of having two different

pay systems was said to be significant. However, a suggestion made by Rich Spindler seemed to have merit. Direct deposit is used by all staff and the employee's financial institution would receive the deposit and could allocate it to an employee's savings or checking account. The employee could then draw the money whenever they want or use it as a savings account. The Board felt this could be a viable alternative and there was consensus to proceed with that process.

There were some concerns that under "Behavioral Expectations" employees could be disciplined for not having a 'professional and courteous attitude' particularly with community members. This language originated from WASB. Dr. Heilmann said there is a high degree of self-monitoring that takes place within work groups and sites. When behavior falls way outside the line of what is customer/parent relations, then the district works through principals or department heads to address issues. It was suggested that a general statement be added that says this could be used as an evaluation tool and to list professional and courteous behavior as an expectation of employees.

Dress expectations for staff were discussed. Some felt uncomfortable having the principal make the decision of what is, or is not, appropriate dress for staff and felt there should be some common standard. It was suggested that a general policy be adopted on the subject and that there were many examples across the country that could be accessed. Ron Martin said there was a dress code for faculty that was developed.

There was some discussion on updates for position descriptions and whether the word 'current' should be used and if there should be a notation that they will be updated in some sequential manner. It was thought there should be some definition of what 'current' is.

There was a great deal of discussion about the use of personal and sick leave. This portion of the handbook was adopted without modifications but some Board members were concerned about efficiency and accountability since absences are recorded down to the minute. Dr. Heilmann explained that moving to 30 minute increments would create an additional work load for payroll. For many staff, absences are calculated through the AESOP system. Teachers on the committee said that this really only happens in emergency situations and that classroom teachers make accommodations to cover classes. The consensus of the Board was to look at this issue again and maybe look at other policies. It was also asked that the committee talk to staff and principals to see if this really is an issue.

The Board received drafts of Parts V and VI.

James Martin shared a list of concerns regarding the current draft of Section 1 of the handbook:

1. Full time employee = “works 40 or more hours per week.”
2. School year employees paid over course of 10 months.
3. Reduction in bereavement for non-family members from 3 days to 1 day.
4. Bereavement leave deducted from sick leave.
5. Increase of lead time required to request a personal day from 3 to 5 days.
6. Removed extended sick leave which is benefit that allows for up to 30 additional days of paid leave, minus the cost of sub, if you have exhausted your existing sick leave. This is benefit that helps newer and part-time teachers.
7. Reduction in certain child rearing leave options based upon when your child is born.
8. Reduction in length of unpaid leaves from 2 years to 1 year.

#### B. Five-Year Capital Improvement Plan

Mr. Kramer shared the five-year capital improvement plan. This also included the current plan for capital projects for the next year. He said the biggest change was in the plans for South Middle School. South was listed in the original document as a repair and after engineers reviewed the project it became evident that the project needed considerably more work. Air conditioning and air handlers were proposed for the sixth grade house with the rest of the building being completed in subsequent years. While the North project involving special education classrooms and the student services area was replaced with other projects, the Board asked that the project be placed back on the list.

Com. Cummins was concerned about space for the early learning program and asked that this be included in capital improvement projects. Mr. Kramer said that there are some short-term solutions for EL such as using Little Red or using space in the new additions at Robbins and Sherman until they are needed for students there. Mr. Leibham agreed that short-term solutions will not solve the EL space problem but would help the district get through the next year. It will be a continuing issue until a long-term solution is reached.

The majority of the Board wanted to re-prioritize the projects so that North’s special education/counseling areas can be added in stages as well as South’s HVAC. The Memorial parking lot repaving could be deferred. Mr. Kramer was asked to bring back a revised proposal.

#### 3. Request for Future Agenda Items

A written report on the new cell phone policy was requested. It was also requested to have a report on the possible North hockey co-op.

4. Other Business
5. Motion to go into Closed Session

Com. Duax moved, seconded by Com. Cummins, to go into closed session under 19.85 (1)(c)(f)(g) to discuss personnel matters concerning one or more administrative employees. Carried by the following roll call vote: Ayes: Craig, Cummins, Duax, and Faanes. Nay: Janke.

6. Meeting adjourned at 9:08 pm.