

**Eau Claire Board of Education**  
**Monday, August 3, 2015**

*Generated by Patrice Iverson*

**Members present**

Kathryn P Duax, Joe Luginbill, Charles Vue, and Chue Xiong

**Members absent**

Trish Cummins, Chris Hambuch-Boyle, and Rich Spindler

**1. REGULAR MEETING - CALL TO ORDER**

Following the Pledge of Allegiance, Vice President Duax called the meeting to order at 7 p.m. Board Secretary Patti Iverson confirmed that the meeting had been properly noticed and was in compliance with the Open Meeting Law.

**2. PUBLIC FORUM**

No one signed up to address the Board.

**3. BOARD/ADMINISTRATIVE REPORTS**

**3.1 Superintendent's Report**

Superintendent Hardebeck shared the calendar of events for the Board of Education.

Dr. Hardebeck shared thank you notes received by the Board. She also announced that the Eau Claire Public Schools Foundation has received two significant grants: one from the Market Family to fund a Family Fitness Club at DeLong Middle Schools and a newly-endowed fund from the Hubbell family for DeLong's Education Excellence Award. There will be a special event this fall on November 12, 2015, that will recognize outstanding teachers at each school in the district.

Dr. Hardebeck congratulated Sarah French who will be taking over as Executive Director of the Public Schools Foundation and thanked Mary Beth Kelley-Lowe who is retiring from that position.

Dr. Hardebeck said that President Obama recently named 108 mathematics and science teachers as recipients of the prestigious Presidential Award for Excellence in Mathematics and Science Teaching. DeLong teacher, Amy Traynor, was one of those teachers. Her application will be forwarded to the national level and two teachers will receive these awards from each state. President Obama will announce the winners. This is indeed a big honor for Amy, and Dr. Hardebeck thanked her for her exemplary teaching.

**3.2 Board President's Report**

Vice President Duax read the following letter from Board Commissioner Trish Cummins:

*Due to professional obligations and opportunities that are limiting my availability as well as have the potential to create a conflict of interest, I am resigning my position effective immediately. I am grateful to have been able to serve our community in this way and I wish the Board future success in aligning their work to the Key Works of School Boards framework.*

Vice President Duax said the Board will consider the process of selecting a new commissioner at the August 17<sup>th</sup> Board meeting.

The Board was reminded about upcoming WASB Events: 1) "Key Work of School Boards: An Overview" being held on August 12<sup>th</sup> at CESA 10 in Chippewa Falls. 2) WASB Regional meeting on October 14<sup>th</sup> at Holiday Inn South. There will be an optional workshop on school board policy implications from the 2015-17 state budget before this event.

## **4. OTHER REPORTS**

### **4.1 Board Committee Reports**

The Policy & Governance Committee didn't meet on August 17<sup>th</sup> due to lack of a quorum.

The Budget Development Committee will have a meeting in the near future.

Kathryn Duax said that at the Foundation meeting they discussed news on the budget as well as different grants that have been awarded. In addition, the new Executive Director was announced. The group talked about undesignated funds as opposed to designated funds. There is a need for undesignated funds so the Foundation can grow.

### **4.2 Legislative Update**

There was no legislative update.

## **5. CONSENT RESOLUTION AGENDA**

Motion by Chue Xiong, seconded by Joe Luginbill, to approve the following consent resolution agenda items:

- Minutes of July 13, 2015
- Minutes of Closed Session - July 13, 2015
- Minutes of Special Meeting - July 27, 2015
- Human Resources - Employment Report
- Revisions to Policy 432 - Attendance Areas

Final Resolution: Motion carried

Yes: Kathryn P Duax, Joe Luginbill, Charles Vue, Chue Xiong

## **6. INDIVIDUALLY CONSIDERED RESOLUTION(S)**

There were no individually considered resolutions.

## **7. ADJOURN TO COMMITTEE**

## **8. COMMITTEE REPORTS/ITEMS FOR DISCUSSION**

### **8.1 Discussion & Possible First Reading of Policy 538 - Employee Evaluation**

Kay Marks noted that the proposed revisions were due to changes at the state level regarding employee evaluation. These changes also bring the policy in line with the Employee Handbook language.

Chue Xiong shared a first reading of Policy 538 - Employee Evaluation:

*Effective job performance is an important element of a sound educational program; therefore, employee evaluation must take place in order to meet the mission and vision of the Eau Claire Area School District.*

*Such evaluation should:*

- 1. Be a collaborative, on-going professional growth experience for the employee to improve the quality of instruction and service to students and families.*
- 2. Elevate employee job performance to meet the standards of the job function.*
- 3. Aid the individual employee to develop their professional competence.*
- 4. Document the performance of those employees who do not meet District standards to assure adherence to accountability procedures outlined in the Employee Handbook.*

*The Board delegates responsibility to the administrative staff for developing, organizing, and implementing a system-wide program for evaluating the job performance of all employees. Specifics regarding the evaluation system for each employee group shall be placed in the Employee Handbook and reviewed annually.*

The Board agreed to bring this forward on the consent agenda on August 17, 2015.

## **8.2 Rescind Policy 548 - Employee Appraisal**

It was recommended that the following Policy 548 – Employee Appraisal be rescinded:

*Because effective job performance is an important element of a sound educational program, employee appraisal must take place.*

*Such appraisal should:*

- 1. Be a learning experience for the employee in order to improve the quality of instruction and/or service to students.*
- 2. Elevate the standards of employee job performance.*
- 3. Aid the individual employee to develop their professional competence.*
- 4. Document the performance of those employees who do not meet district standards.*

*The Board delegates to the administrative staff responsibility for developing, organizing, and implementing a system-wide program for evaluating the job performance of all employees. Appraisal of employee performance should be a cooperative, continuing process designed to improve the quality of instruction and/or service to students.*

The Board agreed to bring this forward on the August 17th agenda to rescind.

## **8.3 Discussion & Possible First Reading of Policy 225 - Evaluation of the Superintendent**

Joe Luginbill shared a first reading of Policy 225 - Evaluation of the Superintendent:

*The evaluation of the Superintendent shall serve as a positive, objective process for promoting the mission, vision, and progress of the Eau Claire Area School District. The evaluation is based on the Superintendent's job description as well as the attainment of progress of the annual goals and objectives set forth by the Board of Education's on-going Strategic Planning Process. The evaluation process is one tool used by the Superintendent and Board for informed change and continued improvement of the District.*

- 1. The Board shall identify and approve a timeline for the formal evaluation to review the performance of the Superintendent on an annual basis. The following dates will be included: a date for the Superintendent goal setting and adoption of goals in February, a date for an interim progress report from the Superintendent in July, and a date for the formal evaluation to be completed in January.*
- 2. The Board shall approve the evaluation document which will include a defined rating system, a space for written comments and a list of the annual goals. This will serve as a worksheet for the Board's composite evaluation.*
- 3. A 360-degree evaluation tool shall be used as input into the Superintendent evaluation process. Using the information contained in that tool, the Superintendent and Board shall identify leadership goals. The Board and Superintendent shall decide which groups will be surveyed and define the questions of the survey.*
- 4. The Superintendent shall submit a self-evaluation that addresses the performance standards in the job description and the annual goals. This shall be presented as a formal report to the Board of Education.*
- 5. After each Board member has had an opportunity to complete an evaluation of the performance standards contained in the annual goals for the Superintendent, the Board shall complete a composite evaluation in closed session to be presented to the*

*Superintendent. After review with the Superintendent, the summary shall become a public document.*

The Board agreed to bring this forward on the consent agenda on August 17, 2015.

#### **8.4 Discussion & Possible First Reading of Policy 226 - Administrative & Non-Affiliated Staff Evaluations**

Charles Vue shared a first reading of Policy 226 - Administrative & Non-Affiliated Staff Evaluations:

*The Board of Education is responsible for the employment and discharge of all personnel. In order to meet this responsibility the Board shall evaluate the Superintendent (see Policy 225) and shall delegate to the Superintendent the function of establishing and implementing a continuous and systematic evaluation process for all administrators and non-affiliated staff.*

*The primary objectives of the evaluation process shall include, but not be limited to:*

- *Maintain and improve individual work related performance*
- *Relate individual performance to organizational, personal and Board goals*
- *Acknowledge quality professional performance*
- *Measure performance against identified critical job functions*

*Administrators and non-affiliated staff shall receive an annual evaluation. Documentation of the evaluation shall be filed in the Human Resources Department. All evaluation procedures shall be codified in the Employee Handbook.*

The Board agreed to bring this forward on the consent agenda on August 17, 2015.

#### **8.5 Proposed Federal Changes to Requirements for Head Start**

Heidi White, Director of Early Learning, shared the proposed changes to the requirements for Head Start. She noted that these have not been finalized. The proposal includes a new Head Start Early Learning Outcomes Framework. In addition, the program would move to full day and full year programs. This would increase the minimum number of required service days from 128 to 180 over a full year and increase the minimum hours per day from 3.5 to 6.

The new requirements would limit suspensions and prohibit expulsion, monitor attendance and address chronic absenteeism, and change the ratio in the three-year-old classrooms from 15:2 to 17:2 and in four-year-old classrooms from 17:2 to 20:2.

The impacts on early learning include capacity at Prairie Ridge, additional staffing, needs for materials and furniture for new classrooms, cots for rest time, additional costs for transportation, calendar for teachers/classroom assistants over a full year, lunch breaks for teachers who teach a full day, and coordinating bussing for half day versus full day students at Prairie Ridge.

This proposal is tied to President Obama's FY 2016 budget in the amount of about \$1 billion. The Office of Head Start is accepting comments regarding the proposed rules until August 18, 2015. The timeframe for implementation is unknown at this point, but it was noted that if it does pass, there will be a full school year to plan for implementation.

The use of Little Red has been considered should these new regulations be implemented. Charlie Kramer discussed what maintenance would have to be done to use that building. Another possibility would be to utilize a mobile classroom.

Additional conversations regarding the implications of not following these requirements could be discussed in the future.

#### **8.6 Additional Notice Requirements & Actions for School Districts Due to 2015 Wisconsin Act 55 (2015-2017 State Budget)**

Jim Schmitt, Executive Director of Assessment & Technology, stated that Wisconsin Act 55 requires that each school board annually include an agenda item on the first school board meeting of the

school year that clearly identifies the academic standards adopted by the board that will be in effect for the school year. Current Board Policy 330 indicates that that the ECASD School Board has adopted the Wisconsin Model Academic Standards for all content areas.

As the legislation states, the Board must vote whether to adopt the standards or to change them. It was recommended that the Board adopt these standards for 2015-16 on the consent agenda on August 17, 2015.

#### **9. REQUEST FOR FUTURE AGENDA ITEMS**

There were no requests.

#### **10. OTHER BUSINESS**

There were no other matters brought before the Board.

#### **11. ADJOURN**

Chue Xiong moved, seconded by Charles Vue, to adjourn meeting. Carried by unanimous voice of acclamation.

Meeting adjourned at 7:52 p.m.