

**PEPIN AREA SCHOOL DISTRICT  
510 PINE STREET  
PEPIN, WISCONSIN 54759  
PHONE 715-442-2391  
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***Minutes***

**REGULAR BOARD OF EDUCATION**

**Monday, April 30, 2018**

**7:00p.m.**

**Pepin Area School District LMC  
510 Pine Street**

**AGENDA**

**A. Special Reorganization meeting**

**1.0 Action-Call to Order**

*President Tim Stajkowski called the meeting to order at 7:00 p.m. .*

**2.0 Action-Roll Call- Tim Stajkowski, Betty Glander, Debra Larson, Gordon Riesgraf, and Ardyce Johnson**

*Roll call attendance was taken, all members present. Also in attendance, District Administrator Bruce Quinton, 9-12 Dean of Students John Gayan, Elementary Principal Jill Riesgraf, Director of Pupil Services Rachel Pommerening, Administrative Assistant, Dawn Terpstra, Lori Tulip and Steve Carlson Editor for the Courier Wedge*

**Action-Approval of Agenda**

*President Tim Stajkowski stated the agenda was posted at three public buildings: post office, Bank of Alma, and Pepin Area Schools. The press was notified of the agenda and it was run in the Courier Wedge. Gordon Riesgraf made the motion seconded by Betty Glander to approve the agenda as posted. No discussion was held. Motion passes with a unanimous yes voice vote.*

## **4.0 Action-Oaths of Office**

*District Administrator Quinton stated Gordon Riesgraf took his oath of office on Wednesday, April 11, 2018 at 4:20 p.m. in the district administrator's office.*

## **5.0 Action-Election of Board Officers**

### **5.1 President**

### **5.2 Vice President**

### **5.3 Clerk**

### **5.4 Treasurer**

### **5.5 Action-CESA/WASB Delegate and Alternate**

*Debra Larson made a motion, seconded by Gordon Riesgraf to close nominations and cast a unanimous ballot for all current elected members to remain in their current office. No discussion was held, motion passes with a 5 - 0 yes voice vote.*

## **6.0 Discussion-Committee Assignments**

### **6.1 Policy**

### **6.2 Buildings and Grounds**

### **6.3 Community School Partnership**

### **6.4 Personnel (Negotiations)**

### **6.5 Other**

*Discussion was held on committee member possible changes. President Tim Stajkowski instructed the board to let him know if anyone wished to change committees. Committees will remain the same until the June board meeting when committees will be set for 2018-19.*

## **7.0 Discussion-Determining Whether Dates and Times for Regular Monthly Meetings Should be Changed**

*Discussion was held on date and time for regular board meetings. The following dates were set*

*May 21, 2018\* (Memorial Day is the 4th Monday)*

*June 25, 2018\** (We want to meet the last Monday of the month for budgetary reasons)

*July 23, 2018*

*August 27, 2018\** (We want to meet the last Monday of the month for any last minute staffing changes)

*September 24, 2018*

*October 29, 2018\** (Annual meeting is held on October 22)

*November 26, 2018*

*December 17, 2018\** (December 24 is over Winter Break and Christmas Eve)

*January 28, 2019*

*February 25, 2019*

*March 25, 2019*

*April 22, 2019*

*May 20, 2019*

*June 24, 2019\** (We want to meet the last Monday of the month for budgetary reasons)

## **8.0 Action-Approve Official Newspaper**

*Debra Larson made the motion seconded by Betty Glander to use the Courier Wedge as the official newspaper for the district. No discussion was held, motion passes with a 5-0 yes voice vote.*

## **9.0 Action-Approve Official Depositories**

*Gordon Riesgraf made the motion seconded by Ardyce Johnson to approve the Bank of Alma, Hiawatha National Bank (HSA account) and the Wisconsin State Investment Pool as Official Depositories. No discussion was held, the motion passes with a 5 - 0 yes voice vote.*

## **10.0 Adjourn Special Reorganization Meeting**

*Debra Larson made the motion seconded by Betty Glander to adjourn the special reorganization meeting. No further discussion was held, motion passes with a unanimous yes voice vote.*

## **Regular Monthly Meeting**

### **A. Call to Order**

*President Tim Stajkowski called the regular meeting to order at 7:05 p.m.*

### **B. Action-Roll Call- Tim Stajkowski, Betty Glander, Debra Larson, Gordon Riesgraf, and Ardyce Johnson**

*All members present*

### **C. Action-Approval of Agenda**

*President Tim Stajkowski stated the agenda was posted at three public buildings: post office, Bank of Alma, and Pepin Area Schools. The press was notified of the agenda and it was run in the Courier Wedge. Gordon Riesgraf made the motion seconded by Ardyce Johnson to approve the agenda as posted. No discussion, motion passes with a unanimous yes voice vote.*

### **D. Information-Public Comment**

*None*

### **E. Action-Approval of Minutes**

#### **1) Regular School Board meeting, March 26.**

*Betty Glander made the motion seconded by Gordon Riesgraf to approve the minutes of the March 26, 2018 regular board meeting as presented. No discussion, motion passes with a unanimous yes voice vote.*

### **F. Information-Announcements:**

*District Administrator Quinton thanked Lori Tulip for her efforts in providing a safe post prom alternative for our students, and thanked the Villa Bellezza for their commitment to the students and community for staying open during the snowstorm.*

*Mr. Quinton also recognized the following students for qualifying for state*

*solo and ensemble and state forensics.*

**Forensics:**

Tansy Sears received a gold medal  
Clover Rowe received a silver medal

**Solo and Ensemble:**

The board received a list of the 15 participants and honors received.

**G. Information-High School Lead Teacher Report**  
**a) School Year Update**

*Dean of Students John Gayan updated the board on secondary school level activities.*

- *Spring clean up around town*
- *Spring sports season had late start because of weather*
- *Thank you to Mr. Quinton for time spent planning and making arrangements for students safe transportation, the Villa Bellezza & staff for staying open during the prom snowstorm.*
- *Thank you to Mrs. Smith for planning and implementing the State Testing and the AP testing that will take place. Thank you to the Board of Education for Chromebooks that worked wonderful for testing.*
- *Awards night for 9-12 grade is May 16th*
- *Graduation is May 19th*

**H. Information-Building and Grounds Committee Report**

*Tim Stajkowski, committee member, updated the board on the April meeting.*

- *Bids to update the bleachers with steps and hand railing, will be presented for approval by the full board.*
- *Lower elementary bathroom update bids*
- *Air Conditioning bids for the main gym, small gym and both locker rooms, will be presented for approval by the full board.*

## **I. Information-Policy Committee Report**

*Betty Glander, committee member, updated the board on the Homeless Policy and Procedures that will be brought to the full board for approval.*

## **J. New Business**

### **1) Action-2018-2019 Teaching Contracts**

*District Administrator Quinton provided a list of teaching staff for the 2018-19 school year, stating all staff listed will have current licensure, emergency licensure and/or working toward licensure. Mr. Quinton stated the approval of these contracts does not prevent the district from making layoffs as needed before May 15, 2018. Ardyce Johnson made the motion seconded by Gordon Riesgraf to approve the 2018-19 list of teaching staff as presented. No discussion, motion passes with a unanimous yes voice vote.*

### **2) Action-2018-2019 Support Staff Contracts**

*District Administrator Quinton provided a list of support staff assignments for the 2018-19 school year, stating the approval of the assignments does not prevent the district from making layoffs at a later date as needed. Ardyce Johnson made the motion seconded by Debra Larson to approve the staff listing as presented. No discussion, motion passes with a unanimous yes voice vote.*

### **3) Action-Resignations**

*District Administrator Quinton presented the board with a letter of resignation from Kacey Moline Lane as Phy Ed. teaching assistant, and all other roles with the school district. Ardyce Johnson made the motion seconded by Gordon Riesgraf to accept the resignation of Kacey Moline Lane with much appreciation for her work and dedication to the district. No discussion was held, motion passes with a unanimous yes voice vote.*

### **4) Action-Homeless Policy**

*District Administrator Quinton presented all policies related to the homeless education programming that was reviewed by the policy committee. The*

*committee is recommending no changes. Ardyce Johnson made the motion seconded by Betty Glander to approve the policy as presented. No discussion was held, the motion passes with a unanimous yes voice vote.*

## **5) Action-Bleacher project**

*District Administrator Quinton presented a proposal from Mr. Riesgraf's tech ed class to complete the Bleacher project for approximately a \$10,000 savings over the bid that was received. Betty Glander made the motion seconded by Debra Larson to approve the proposal as presented. No discussion was held, the motion passes with a unanimous yes voice vote.*

## **6) Gym AC bid**

*District Administrator Quinton presented the board with a final bid from Auth electric to complete AC in the big gym, small gym and locker room areas. Gordon Riesgraf made the motion seconded by Ardyce Johnson to approve the bid as presented. No discussion was held, the motion passes with a unanimous yes voice vote.*

## **7) Action-Donations**

*District Administrator Quinton presented the board with a donation letter to the Villa Bellezza for the 3 days, (Friday to set up, Saturday for event and Sunday as backup day because of the snowstorm and Monday cleanup) use for the Prom. Debra Larson made the motion seconded by Betty Glander to approve the donation as presented. No discussion, the motion passes with a unanimous yes voice vote.*

## **K. Information-Administrator's Report**

### **1) WASDA Spring Education Conference**

*District Administrator Quinton informed the board he will be at the Spring Education Conference on May April 18-20 in Madison.*

### **2) Legislative Update**

*District Administrator Quinton stated he has been asked to testify before the*

*Blue Ribbon Commission for Educational Funding in Turtle Lake on May 21.*

## **L. Action-Approval of Vouchers**

*Gordon Riesgraf made the motion seconded by Ardyce Johnson to approve hand payables #25216 - #25270 in the amount of \$101,904.13. voucher checks #25271 - #25341 in the amount of \$83,020.58 and ACH payments in the amount of \$75,689.91 for a grand total of \$260,614.62. No discussion was held, motion passes with a unanimous yes roll call vote.*

## **M. Information-Set Future Meetings**

- 1) Regular Board of Education Meeting-Monday, May 21 at 7:00 p.m.**
- 2) Policy Committee Meeting-recess**
- 3) Community-School Partnership-recess**
- 4) Buildings and Grounds Committee-Wednesday, May 9 at 4:30 p.m.**

## **N. Action-Executive Session.**

**The Board will convene to closed session as authorized by state statutes 19.85 (1) (b) (c) (e) (f): To consider various employment matters, including hiring, dismissal, demotion, promotion, compensation, performance evaluations and disciplinary matters, and/or personal information of specific persons which, if discussed in public, would be likely to have a substantial adverse effect on the reputation of the person.**

**The purpose of the closed session is to discuss personnel matters, and to discuss contracts with administrators, teachers and support staff.**

*President Tim Stajkowski read the statute and stated the reason for closed session. Gordon Riesgraf made the motion seconded by Betty Glander to move into closed session. No discussion, motion passes with a unanimous*



*yes voice vote.*

*Debra Larson made the motion seconded by Gordon Riesgraf to reconvene in open session. No further discussion was held, motion passes with a unanimous yes voice vote.*

## **0. Action-Adjourn Regular Meeting**

*Debra Larson made the motion seconded by Betty Glander to adjourn. No further discussion was held, motion passes with a unanimous yes vote.*

*Dawn Terpstra  
May 8, 2018*