

**PEPIN AREA SCHOOL DISTRICT
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REGULAR BOARD OF EDUCATION

Minutes

Monday, June 25, 2018

7:00p.m.

Pepin Area School District LMC

510 Pine Street

AGENDA

A. Action-Call to Order

President Tim Stajkowski called the meeting to order at 7:01 p.m.

B. Action-Roll Call: Tim Stajkowski, Betty Glander, Debbie Larson, Gordon Riesgraf, and Ardyce Johnson.

Roll call attendance was taken, all members present. Also in attendance, Jill Riesgraf, elementary lead teacher/co-summer school coordinator, Barb Winberg, co-summer school coordinator, Dawn Terpstra, Administrative Assistant and one parent, Chad Riesgraf.

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 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 5 - 0 yes voice vote.

D. Public Comment

None

E. Action-Approval of Minutes

1) Regular School Board meeting May 21, 2018.

Debra Larson made the motion, seconded by Ardyce Johnson to approve the minutes of the regular school board meeting held on May 21, 2018 as presented. No discussion was held, the motion passes with a 5- 0 yes voice vote.

F. Information-Announcements:

District Administrator Quinton recognized Track State Qualifiers Xavier Bergmann (finalist in the Pole Vault), Brielyn Brecka (discuss-6th place), and thanked Coaches Andy Graf and Matt Smith for their respective work with the track teams. Mr. Quinton also congratulated regional champion softball team and coaches Bellerive and Moline for their work with the team. Mr. Quinton again thanked Barb Winberg and Jill Riesgraf for providing our community with another successful summer school program. Stating participation numbers are up.

G. Information-Education Report

1) Jill Riesgraf-Elementary Lead Teacher

Elementary Lead Teacher Jill Riesgraf updated the board on Elementary activities and an end of the year report on AGR program results.

Summer School Co-Summer School Coordinator Barb Winberg updated the board on summer school activities.

H. New Business

1) Action-Resignations

District Administrator Quinton presented the board with a letter of resignation from Tim Ruff as first grade teacher. Ardyce Johnson made the motion seconded by Gordon Riesgraf to approve the letter as presented. Mr. Quinton stated Mr. Ruff would remain Head Varsity Baseball Coach. No further discussion was held, motion carries with a unanimous yes voice vote.

2) Action-Contracts

No action

3) Action-Student Parking Paving Bid

District Administrator Quinton presented a bid from Pepin County to pave the student parking lot and the front of the bus garage area. Mr. Quinton added the village may make the parking on Pine St. in front of the school handicapped and short term parking. If this occurs, a row of staff parking spots would be added to the student parking area. Debra Larson made the motion seconded by Betty Glander to approve the bid from Pepin County as presented. No further discussion was held, motion passes with a unanimous yes voice vote.

4) Action-Epoxy Flooring Bid

District Administrator Quinton presented the board with two bids to install epoxy flooring. Mr. Quinton's recommendation was to go with the low bid and complete the laundry room and Elementary bathroom areas. Ardyce Johnson made the motion seconded by Debra Larson to approve the lower bid from Duluth Coating Solutions. No further discussion was held, the motion passes with a unanimous yes voice vote.

5) Action-Seclusion and Restraint

District Administrator Quinton formally reported that the Pepin Area Schools had no incidents of seclusion or restraint of any student during the 2017-2018 school year. Gordon Riesgraf made the motion seconded by Betty Glander to approve the report by Mr. Quinton. No discussion was held, the motion passes with a unanimous yes voice vote.

6) Action-WIAA Membership for 2018-19 school year

Adryce Johnson made the motion seconded by Debra Larson to approve the 2018-19 WIAA membership with a zero dollar membership fee again this year. Discussion was held regarding the benefit and issues with being a member of the WIAA. The motion passes with a unanimous yes voice vote.

7) Action-Administrative Contracts

District Administrator Quinton presented the board with contracts for Rachel Pommerening, Jill Riesgraf, Lydia Gnos and Bruce Quinton for 2018-2020. John Gayan and Goran Pesic will receive a 2% salary increase for each of their respective positions. Ardyce Johnson made the motion, seconded by Betty Glander to approve the contracts and increases as presented by Mr. Quinton. No discussion was held, the motion passes with a

unanimous yes voice vote.

8) Action-Supervisor Contracts

District Administrator Quinton presented the board with a contract for Russ Roundy for 2018-2019. Mr. Quinton stated the contract represents a 2% increase from last year. Gordon Riesgraf made the motion seconded by Debra Larson to approve the contract as presented. No discussion was held, motion passes with a unanimous yes voice vote.

9) Action-Co-Curricular Vacancies Update/Contracts

District Administrator Quinton presented the board with updated Co-Curricular assignments for 2018-2019. Gordon Riesgraf made the motion seconded by Ardyce Johnson to approve the assignments as presented. No discussion was held, motion passes with a unanimous yes voice vote.

10) Action-2017-2018 school budget variances

Debra Larson made the motion seconded by Betty Glander to authorize the business office to adjust the final budget to address any variances in the final budget for the 2017-18 budget year so to be in compliance with WI Statute 120.16 (2). No discussion was held, the motion passes with a unanimous yes voice vote.

11) Action-2018-2019 School Budget

District Administrator Quinton presented the board the projected revenue limit worksheet for 2018-19 school year. Debra Larson made the motion seconded by Ardyce Johnson to approve the 2018-2019 projected fund 10 operating budget in the amount of \$3,929,958 as presented. No discussion was held, motion passes with a unanimous yes voice vote.

12) Action-Donations

District Administrator Quinton presented a donation in the amount of \$370.00 from Hidden Meadow and Barn to be used for the elementary playground equipment. With appreciation, Ardyce Johnson made the motion seconded by Betty Glander to approve the donation as presented. No discussion was held, the motion passed with a unanimous yes voice vote.

I. Information-Administrator's Report

1) Audit

District Administrator informed the board, the auditors will be collecting their initial data electronically and will do their onsite visit in August to complete the annual audit.

2) 17-18 budget

District Administrator Quinton reviewed the estimated final 2017-2018 budget. Stating the purchase of 2 new busses should leave a \$200,000.00 - \$225,000.00 deficit but that this will qualify the district for high cost transportation aid and the district will recover at least 50% of that cost in next year's budget as the district did a couple of years ago when we replaced three buses in one year.

3) School Safety Grant

District Administrator Quinton updated the board on grant process and plans to use the grant funds. Discussion was held on the different types of door handles and locks for classrooms that would allow teachers to lock their door from the inside, different type of lock for outside entrance, upgrading the video system to allow local police and sheriff to have access during a state of emergency and door film on the main entrance to the school and the elementary entrance.

4) Dashir Custodial Services

District Administrator Quinton informed the board he signed the contract with Dashir Facility Management on May 24. Mr. Quinton stated the district will save \$20,000 per year in 2018-2019 and an additional \$17,000 per year in 2019-2020 by going with a contracted service provider for maintenance and cleaning services.

J. Action-Approval of Vouchers

Gordon Riesgraf made the motion, seconded by Ardyce Johnson to approve hand payables #25439 - #25529 in the amount of \$90,215.18, voucher checks #25530 - #25559 in the amount of \$22,4769.13 and ACH payments in the amount of \$77,455.37 for a grand total of \$190,146.68. No discussion was held, the motion passes with a 5 - 0 yes roll call vote.

K. Information-Set Future Meetings

- 1) Regular Board Meeting-Monday, July 23 at 7:00 p.m.**
- 2) Policy Committee Meeting-Summer Recess**
- 3) Community School Partnership- Summer Recess**
- 4) Buildings and Grounds Committee-Wednesday, July 11 at 4:30 p.m.**

L 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. Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

The purpose of the closed session is to discuss personnel matters.

President Tim Stajkowski read the statute and stated the reason for closed session. Gordon Riesgraf made the motion, seconded by Debra Larson to move into closed session. No discussion was held, motion passes with a unanimous yes voice vote.

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

M. Adjournment

Debra Larson made the motion, seconded by Gordon Riesgraf. No further discussion was held, motion passes with a unanimous yes voice vote.