

**SCHOOL DISTRICT OF ALBANY  
BOARD OF EDUCATION  
REGULAR MEETING  
August 14, 2017  
MEDIA ROOM**

*School District of Albany  
Mission Statement*

*In partnership with parents and the community, the School District of Albany provides an innovative learning environment that supports a foundation, which prepares students to achieve their individual potentials.*

1. **PLEDGE OF ALLEGIANCE**

2. **MEETING CALLED TO ORDER** – The meeting was called to order by Elliott at 7:01 p.m.

3. **ROLL CALL**

Carrie Anderson	Present	Steve Elliott	Present	Phil Kubesh	Present
Barb Briggs	Present	Valerie Johnson	Present	Student Rep.	Absent
Sherri Cleasby	Present	Adam Kopp	Present		

7 Members present.

4. **OPEN MEETING LAW COMPLIANCE** – Upon a request to the Superintendent, submitted twenty-four (24) hours in advance, the District shall make reasonable accommodations including the provisions of informational material in an alternative format for a disabled person to be able to attend this meeting.

The Board President will announce, “to comply with the Open Meeting Law, “a tentative agenda was sent to the Hometown Herald newspaper, radio station WEKZ and Town Bank on **August 7, 2017** which is more than twenty-four hours prior to the meeting date. Due to this fact, the agenda that was published in the newspaper may have been altered. An up to date agenda is available on the District’s Website: <http://www.albany.k12.wi.us> and at the following locations in the District: the Albany Post Office, on the North and East doors of the school, and on the official notice board in the main hallway near the District Office on **August 10, 2017**.

5. **APPROVAL OF AGENDA** - Motion made by Kopp seconded by Cleasby to approve the agenda as amended. Motion carried 7-0.

6. **CONSENT AGENDA - Clerk’s Report** - Approval of the Regular Meeting Minutes of July 10, 2017 as printed.

A. **Financial Report:**

**Approval of Expenditures – Monthly Check Report**

July Receipts – All Funds – \$94,940.06  
July Expenditures – All Funds - \$ 232,672.22  
Checking Account Balance (as of 7/31/17) - \$ 107,975.66  
Investment Account (Max Safe) (as of 7/31/17) – \$ 177,970.20  
State Investment Pool (as of 7/31/17) - \$8.18  
Voided Checks: 0

**Expenditure Comments**

**Short Term Loans**

\$600,000 Operating = \$425,000 Principal due

**Long Term Loans**

\$50,000 Computer = \$50,000 Principal due  
\$715,000 GO Qualified School Construction Note = \$365,000 Principal due

B. **Hiring / Resignations / Retirement**

1. Classroom Aides (3)
2. Tech. Ed
3. Maternity Leave
4. Math Teacher- A special thank you to Ann Trow for all her dedication and commitment to our students. We wish her success in her new endeavors.

Motion by Kubesh, seconded by Kopp to approve the consent agenda. Motion carried 7-0.

7. **CITIZENS' REQUEST TO BE HEARD**- None

8. **CORRESPONDENCE**

- A. **Student Council Report-** None
- B. **FFA Report-** None
- C. **Community Center Report-** None
- D. **Website Update-** None

9. **TREASURER'S REPORT**

- A. **Fund Balance Report-** Phil reported that the short term borrowing is payed off every year. The budget is almost completed and he is working with Suzi on some budget reports.
- B. **Budget Status**
- C. **Budget Notes and Comments**

10. **ADMINISTRATIVE STAFF REPORTS**

- a. **Administrative Report-**Mrs. Gregerson reported that the Juda-Albany Softball team is the WIAA sportsmanship award winner, the team was recently honored at the Milwaukee Brewer game and was Channel 3's Prep Team of the month. Registration went very well, we received a lot of school supplies from the Stuff the Bus event held at the Lions Club. Remedial summer school is in process and has been very successful, the support staff had a 4 hr. training that they felt was very useful, we hosted a Technology Boot Camp for JAM and the Elementary teachers attended a Go Math training in Juda. The new gym floor is competed along with all the LED lights being installed. Administration attended a legal seminar in Sturgeon Bay. Mrs. Vesperman stated that all staff are hired with the exception of the School Psychologist. All staff will be retrained on Infinite Campus during in-service. We are looking into replacing a van in the near future.
- b. **President's Report-**None

11. **REGULAR BUSINESS**

(I=Information, D=Discussion, A=Action)

A. **Kara Blue Library Update**

(I, D & A)

Kara was present to update on the Board on what is happening at the Library. They are working on a Strategic Plan and asking for community involvement. There a brief survey on their website and they are requesting permission to contact parents thru the school. They will have handouts for back to school night. Their summer reading program was very successful this year and they will be bringing in an assembly for the elementary students. No action taken.

B. **Neola**

(I, D & A)

Mrs. Vesperman reported that there is one section left to do. She needs to meet with the Policy Committee before the process can be completed. No action taken.

C. **Adult Food Prices**

(I, D & A)

Motion by Kopp, seconded by Briggs to raise Adult Breakfast prices to \$2.10. Motion carried 7-0.

D. **Admin. Assistant Contracts**

(I, D & A)

Motion by Cleasby, seconded by Kopp to approve two Administrative Assistant Contract for 12 months. Motion carried 7-0.

E. **Early Graduation Request**

(I, D & A)

A request for a senior to graduate in January was discussed. A motion by Johnson, seconded by Anderson to approve as long as all requirements are met. Motion carried 7-0.

F. **Parent Survey**

(I, D & A)

A discussion was held on the preliminary survey presented to the Board. There were some changes that were made and it was decided to have paper copies available to parents at Back to School Night and a mass electronic email sent to all parents letting them know it is available on the website. No action taken.

**Staff Handbook**

(I, D & A)

Mrs. Vesperman went over the changes done to the Staff Handbook. After a discussion on some changes that need to be made, a motion by Kopp, seconded by Cleasby to approve the handbook pending all changes are made that were discussed. Motion carried 7-0.

**BOARD MEMBER COMMITTEES**

- a. **Sunshine Committee Report**- None
- b. **Technology Committee**- Phil stated the phone system will be up and running on August 29<sup>th</sup>.
- c. **Building and Grounds Committee Update**-The lighting project is completed.
- d. **Strategic Planning – Mtg. Aug. 7<sup>th</sup> @ 6:00**- Barb updated the Board on the meeting held. We will be forming a committee including community members, staff, students and parents. We will be meeting before the September Board meeting to set up an agenda and meeting for the whole committee.
- e. **Budget & Finance**- Audit is nearing completion.
- f. **Collaborations**- Any BOE member that can come on August 30<sup>th</sup> at 7:30 to greet the staff is welcome.
- g. **Policy**- Meeting scheduled for September 6<sup>th</sup> at 6:00 p.m.
- h. **Curriculum**- None

**12. BOARD MEMBER COMMUNICATION – Future Agenda Items**

- a. **Future Meetings –**

<b>September 11<sup>th</sup></b> – Regular Monthly Board Meeting	Concessions/New gym floor	Board Retreat
<b>October 9, 2017</b> – Annual Meeting	Teacher presentations	
<b>October 9, 2017</b> – Regular Monthly Board Meeting	Neola Updates	
<b>November 13, 2017</b> - Regular Monthly, Board Meeting	Grow your Own Program	

**13. ADJOURN TO CLOSED SESSION** - The Board President will announce, “at this time I will entertain a motion to adjourn to Closed Session under the provisions of Sections 19.85(1) for considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, under Section 19.85(1) (f) to discuss personnel matters that require a Closed Session.

Motion by Kopp seconded, by Cleasby to adjourn to closed session at 8:47p.m. Motion carried 7-0 by roll call vote.

Carrie Anderson	Yes	Steve Elliott	Yes	Phil Kubesh	Yes
Barb Briggs	Yes	Valerie Johnson	Yes		
Sherri Cleasby	Yes	Adam Kopp	Yes		

7 members present.

- A. Approval of Minutes:** Approval of the Regular Meeting Closed Session Minutes of July 10, 2017 as printed, and the Special Meeting Closed Session Minutes of July 10, 2017 as printed. Motion by Kopp, seconded by Cleasby to approve the minutes as printed. Motion carried 7-0.

**14. RECONVENE IN OPEN SESSION** - Motion was made by Cleasby seconded by Johnson to reconvene into open session at 8:48 p.m. to take action and/or adjourn. Motion carried 7-0 by roll call vote.

Carrie Anderson	Yes	Steve Elliott	Yes	Phil Kubesh	Yes
Barb Briggs	Yes	Valerie Johnson	Yes		
Sherri Cleasby	Yes	Adam Kopp	Yes		

7 members present.

No action taken in Closed Session

**15. ADJOURNMENT** - Motion made by Cleasby seconded by Johnson to adjourn. Motion carried 7-0. Meeting adjourned 8:48 p.m.

Respectfully submitted,

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Barb Briggs, Clerk

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Steve Elliott, President