

**SCHOOL DISTRICT OF ALBANY  
BOARD OF EDUCATION  
REGULAR MEETING  
April 19, 2017  
MEDIA ROOM**

1. **PLEDGE OF ALLEGIANCE**

2. **MEETING CALLED TO ORDER** – Mueller called the meeting to order at 7:02 p.m.

3. **ROLL CALL**

Barb Briggs	Present	Adam Kopp	Present	Wayne Mueller	Present
Sherri Cleasby	Absent	Phil Kubesh	Present	Student Rep.	Present
Steve Elliott	Present	Becky Mather	Present		

Six 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.

Board President Wayne Mueller announced, “to comply with the Open Meeting Law, “a tentative agenda was sent to the Hometown Herald newspaper, radio station WEKZ and Town Bank on *April 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 *April 18, 2017*.

**APPROVAL OF AGENDA** – Motion was made by Briggs, seconded by Elliott to approve the agenda as amended. Motion carried 6-0.

5. **CONSENT AGENDA - Clerk’s Report** - Approval of the Regular Meeting Minutes of March 13, 2017 as printed, the Special Meeting Minutes of March 22, 2017 as printed and the Special Meeting Minutes of April 1, 2017 as printed.

A. **Financial Report:**

**Approval of Expenditures – Monthly Check Report**

March Receipts – All Funds – \$751,401.44  
March Expenditures – All Funds - \$ 948,533.76  
Checking Account Balance (as of 3/31/17) - \$ 324,062.61  
Investment Account (Max Safe) (as of 3/31/17) – \$ 977,387.39  
State Investment Pool (as of 3/31/17) - \$8.18  
Voided Checks:

**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  
\$1,285,000 Taxable GO Promissory Note = \$520,000 Principal due

B. **Hiring / Resignations / Retirement**

Motion by Elliott, seconded by Mather to approve the Consent Agenda. Motion carried 6-0.

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

7. **CORRESPONDENCE**

A. **Student Council Report**- Lisa Heinzen reported that things are winding down for the year. Operation Click was success this year. They will be working at the PTO Carnival this year.

B. **FFA Report**- Blue/Gold Auction is April 22 at the Lions Building, we have four teams going to the State Judging Contest, they are in the process of starting the garden and the maple syrup making is done and was very successful.

C. **Community Center Report**-They have purchased a new water fountain. The Hooked on Fishing Contest will be held June 3<sup>rd</sup>.

**D. Website Update-**The website has been current on all upcoming events, new articles, forms, menus, announcements and newsletter.

8. **TREASURER'S REPORT**

**A. Fund Balance Report-**Steve Elliott reported that things are looking positive with the Governor's Budget for more school funding.

**B. Budget Status-** The Budget is being worked on and is waiting for some figures before completion

**C. Budget Notes and Comments**

9. **ADMINISTRATIVE STAFF REPORTS**

**a. Administrative Report-**The Albany Easter Egg Hunt was a success and well attended. Forward testing has been completed, the HS PBIS March Madness Challenge was successful and we were in a soft lock down while the manhunt from Rock County was being conducted. The senior class toured Colony Brands and each earned a \$350.00 scholarship for attending. Confectionary Art students created peek in Easter eggs and they were sold to students and staff. Several Forensic students are going to state competition and several FBLA members participated in state competition. The middle school presented the play Robin Hood and it was well attended, our MS Math Teams have been very successful in their competitions. Elementary participated in Spring Fling, the 5<sup>th</sup> grade DARE graduation was held April 6<sup>th</sup>, Mr. Briggs and Mrs. Schott organized popcorn day for the end of the quarter and Teachers welcomed back the students with banners and high fives when they returned from spring break

**b. President's Report-** Nothing (I)

**A. Oath of Office for Newly Elected Members-** Mueller reported the election result numbers, Valerie Johnson 166, Carrie Anderson 156, Rebecca Mather 61 and Brian Beck 46. Barb Briggs, Clerk, swore in Johnson and Anderson as new members of the board. (I, D & A)

**B. Athletic Director Report (I, D & A)**

- **High School Baseball Co-op with Monticello-**Derek Doescher reported on the Baseball options for the next two years. With scheduling and numbers it was recommended that we co-op with Monticello. Albany will provide a coach to help with this. Motion by Elliott, seconded by Mather to approve a two-year Baseball co-op with Monticello. Motion carried 6-0.

**C. Request Approval of Overnight FFA Trip-**Motion by Kubesh, seconded by Briggs to approve the FFA trip as presented. Motion carried 6-0. (I, D & A)

**D. Job Proposal for Assistant FFA Advisor Position-**Jamie Rupp presented his request for an Assistant FFA Advisor. After some discussion, a motion was made by Elliott, seconded by Kopp to approve the position, but the position is not to be posted until the time study is complete. Motion carried 6-0. (I, D & A)

**E. Lighting Proposal-** Jim Briggs presented the lighting proposals from two different companies. Motion by Kopp, seconded by Kubesh to go with the FOCUS on Energy Plan. Motion carried 6-0. (I, D & A)

**F. School Climate Survey-Recap-** Mueller summarized the meeting from March 22<sup>nd</sup> and how the result is being addressed. There is a Board/Staff committee looking at ways to improve the suggestions made in the survey. There will be a letter prepared to go out to Staff. (I, D & A)

**G. 2017-2018 Non-Certified Staff Letters of Employment-** Motion by Briggs, seconded by Elliott to approve the Non-Certified Staff Letter of Employment. Motion carried 6-0. (I, D & A)

**H. Crisis Plan** - Lisa Heinzen, Crisis Chair, presented everything they have been doing to bring our Crisis Plan up to date. Several staff and Administration have gone to different trainings this year. They will be training students on different techniques for an active shooter next year. We had WSSCA come in and analyze our current plan and had some good suggestions on what to work on and what was already good in our plan. They have set up the Lions Club as a reunification area for students and parents in an event of an evacuation of the school. The final plan should be complete this summer. (I, D & A)

**I. Approval of Bread/Milk Bids-** Motion by Briggs, seconded by Mather to approve Alpha Baking for the bread bid and New Glarus Dairy for the milk bid. Motion carried 6-0. (I, D & A)

10. **BOARD MEMBER COMMITTEES**

**a. Sunshine Committee Report** -None

**b. Technology Committee-**Looking into a new phone system.  
Set Date for May Meeting – May 2<sup>nd</sup> @ 6:00 p.m.

- c. **Building and Grounds Committee Update**- Looking in security update, key fobs, lighting, phones, intercom and gym floors.  
Set Date for May Meeting- May 2<sup>nd</sup> @ 7:00 p.m.
- d. **Strategic Planning**- None
- e. **Budget & Finance**  
Set Date for April Meeting- April 25<sup>th</sup> @5:30 p.m.
- f. **Collaborations** – Meeting set for April 25<sup>th</sup> @ 6:30 p.m. followed by the Morale Committee meeting at 7:30 p.m.
- g. **Policy**- None
- h. **Curriculum**  
Set Date for April Meeting- meeting will be scheduled in June.

11. **BOARD MEMBER COMMUNICATION** – Future Agenda Items – Update on Collaborations and Technology, Teacher contracts, BOE Officer Elections and committee assignments.

- a. **Future Meetings** –
  - May 8<sup>th</sup> – Regular Monthly Board Meeting
  - June 12<sup>th</sup> – Regular Monthly Board Meeting
  - July 10<sup>th</sup> – Regular Monthly Board Meeting

12. **ADJOURN TO CLOSED SESSION** - The Board President announced, “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 and discussion and potential action to issue preliminary notice of non-renewals, pursuant to WI. Stat. 118.22.”

Motion by Mather seconded, by Briggs to adjourn to closed session at 8:35 p.m. Motion carried 6-0 by roll call vote.

Sheri Cleasby	Absent	Phil Kubesh	Yes
Steve Elliott	Yes	Becky Mather	Yes

Six members present.

- A. **Approval of Minutes:** Approval of the Regular Meeting Closed Session Minutes of March 13, 2017 as printed.
- B. **Non-renewals**
- C. **Superintendent Contract**
- D. **2017-2018 Teacher Contracts**

13. **RECONVENE IN OPEN SESSION** - Motion was made by Kopp, seconded by Elliott to reconvene into open session at p.m. to take action and/or adjourn. Motion carried 6-0 by roll call vote.

Barb Briggs	Yes	Adam Kopp	Yes	Wayne Mueller	Yes
Sheri Cleasby	Absent	Phil Kubesh	Yes		
Steve Elliott	Yes	Becky Mather	Yes		

Six members present.

Motion by Kopp seconded by Elliott to non-renew a teacher based on staffing needs. Motion carried 6-0.

14. **ADJOURNMENT** - Motion made by Mather seconded by Mueller to adjourn. Motion carried 6-0. Meeting adjourned 11:15 p.m.

Respectfully submitted,

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Barb Briggs, Clerk

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Wayne Mueller, President