

**SCHOOL DISTRICT OF ALBANY
BOARD OF EDUCATION
REGULAR MEETING MINUTES
November 12, 2018
MEDIA ROOM
7:00pm**

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 called to order by President Elliott at 7:10 p.m.

3. ROLL CALL

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

5 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 on **November 9, 2018**, 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, Town Bank, on the North and East doors of the school, and on the official notice board in the main hallway near the District Office on **November 9, 2018**.

5. APPROVAL OF AGENDA - Motion made by Briggs, seconded by Seitz to approve the agenda as amended. Motion carried 5-0.

6. CONSENT AGENDA - Clerk’s Report - Approval of the Regular Meeting Minutes of October 8, 2018 and Special Session Minutes of October 22, 2018 as printed/amended.

A. Financial Report

Long Term Loans

\$50,000 Computer= \$33,333.33 Principal (next payment due November 2018, final payment November 23, 2019)

\$715,000 GO Qualified School Construction Note= \$250,000 Principal due Matures 9-15-19

7. CITIZENS' REQUEST TO BE HEARD- None

8. CORRESPONDENCE

A. Student Council Report- They are working on a movie trip before Christmas break and making gifts for all the residents at the Assisted Living home. They are also looking into a trip to be taken before spring sports start.

B. FFA Report – Rob Schroeder updated the Board on the National Convention attended. All members that participated were present to state what their favorite part of the trip was. They thanked the Board for the opportunity to attend as they met many new friends and learned how things are done in different areas of the country.

C. Community Center Report - None

D. Website Update- None

9. TREASURER’S REPORT

A. Fund Balance Report – Phil Kubesh was absent so there was no report given.

B. Budget Status

C. Budget Notes and Comments

10. ADMINISTRATIVE STAFF REPORTS

A. Administrative Report

There was a POPS assembly on October 15. We celebrated the character trait Respect. We enjoyed watching Mr. Bikowski’s students’ roller coaster. They created their roller coaster as part of a problem-solving WIN class. The Kindergarteners and first graders went on a field trips to different farms and observed lots of signs of Autumn and enjoyed the Autumn weather. We participated in the 4K-12 school evacuation and learned some things to improve on from Green County sheriff’s department but also all arrived safely and accounted for. Mrs. Steck, Ms. Schulz and Mrs. Gregerson attended a two-day Adolescent Mental Health training as required by

the DOJ for the 2nd round safety grant. The staff participated in Stop the Bleed training put on by Jamie Stephenson, one of our local EMTs. We learned to apply tourniquets and how to stop a bleed with packing. The school now has 10 Stop the Bleed kits. The elementary teachers put on a PTO family night that included bedtime stories. Students and teachers wore their pajamas to school for the event. Families enjoyed the evening that ended with milk and cookies. Homecoming activities were held the week of October 8th with the parade on October 9th and dance on October 13th. Powder Puff was held on October 14th on the playground grass near the school because of the wet grounds. The fire department helped by letting the school use an engine with a scene light to light up the grounds for the game. October 26 was a professional development day. We concentrated on data. Staff looked over data and had discussions surrounding data. STAR, Forward, ACT, Aspire, and PALS were all discussed. The staff all completed their Student Learning Objectives after the discussion. Youth at risk survey results were discussed and ideas were generated of how to address higher areas of concern. Elementary also worked at new placements for PRESS. PRESS is the program the elementary is using for RTI and is done during WIN (What I Need) time. Each 6 weeks the students are re-assessed and assigned to new WIN groups. Progress monitoring also is completed every 2 weeks in PRESS. The Community Center held Trunk or Treat on October 27th and the Elementary had 2 different trunks decorated for the trick or treaters. The Halloween parade was on October 31st. Parents came to watch the parade and got to see the projects completed by Mr. Bikowski's problem solving group. The PTO and students also recognized our custodian staff for their fine work to keep our school clean, repaired and ready for learning. We have a pretty great custodial staff that also connects with our students making our school friendly and welcoming! On November 2nd the 2nd through 5th grade students visited the Town of Beloit firehouse and the Survive Alive house. This was an excellent experience for our students. They got to see a fire station where the firefighters stay 24 hours at a time and then they learned to crawl to the bedroom door, check for heat, and then get out of the room through a window. They also learned to crawl under the smoke to get out of a burning house. National Young Reader's Week was November 5-9 and for this year's Principal's Challenge Mrs. Gregerson read an enchanted story to go along with our book fair theme to each class. The book fair was a big success making \$2900.00. PTO made and delivered pizzas on Sunday Nov. 11th. American Education week is Nov. 12th – 16th and the Veterans Assembly was held with 16 Veterans attending. The end of the quarter was on November 2nd. Report cards were given out at Parent/Teacher conferences which were held on November 7 and 8 and were well attended. Superintendent Trow will be working with secondary teachers on restructuring conferences to improve attendance in that area. 6 additional radios were purchased from Bandt Communications in Janesville. This will give us enough for everyone that needs one daily.

B. President's Report- None

11. REGULAR BUSINESS

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

A. FFA National Convention Presentation (I, D)

This was addressed in Item 8.B above.

B. Final Approval of Neola Policies (I, D, A)

Scott Brown presented a summary on our policies and the successful completion of converting them. A motion was made by Briggs, seconded by Seitz to approve the policies as presented. Motion carried 5-0.

C. Expectations of new elementary gym floor – permission for activities (I, D, A)

Jill Schott was present regarding the new elementary gym floor. She is requesting guidance on what parts of her curriculum can be taught and what she should eliminate. There was also a discussion on donkey basketball in the HS gym. This will be discussed with the custodial staff and a decision made. No action taken.

D. Evacuation Report (I)

This item was addressed in the Administrative report.

E. Board members request to have board packets go to personal email (I, D, A)

The consensus is to leave as is. No action taken.

F. Open Enrollment (I, D, A)

This item was deleted from the agenda.

G. Community Center Update (I, D, A)

There will be a Board meeting on Wednesday, Nov 14th. They are looking at ways to reward older students if they volunteer to help after school in the center. No action taken.

Adam Kopp arrived 8:04pm

H. Bus Contact Discussion (I, D)

Parkview has approached Albany and Brodhead about going out for bids for next years bussing. This is still in the discussion stage. No action taken.

I. Superintendent Evaluation (I, D, A)

This item was deleted from the agenda.

J. Strategic Planning Update (I, D)

Superintendent Trow met with the secondary level staff. Strategies were picked on how to increase scores in their individual areas.

K. Facility Improvement Planning (I, D, A)

JP Cullen and Bray updated the Board on the building project and the calendar that needs to be adhered to for a spring referendum. No action taken.

- L. **2018-2019 School Calendar (I, D)**
This item was deleted from the agenda.
- M. **Discipline Report (I)**
This was addressed in the Administrative report.
- N. **Determine date of December Board meeting (I, D, A)**
The December Board Mtg. will be held on December 3rd at 6:00 p.m. unless there is a conflict and then it will be held on December 12th at 6:00 p.m.
- O. **Hiring / Resignations / Retirement (I, D, A)**
Hiring: MS Cross Categorical Dale Yurs
A motion to hire Dale Yurs as a Special Education teacher was made by Kopp and seconded by Johnson. Motion carried 5-0.

12. **BOARD MEMBER COMMITTEES**

- A. **Sunshine Committee Report** -Nothing currently.
- B. **Technology Committee**- Nothing currently.
- C. **Building and Grounds Committee**- This item was addressed in Item K above.
- D. **Strategic Planning** – Nothing currently.
- E. **Budget & Finance**- Nothing currently.
- F. **Collaborations** – Nothing currently.
- G. **Policy**- This was addressed in item B above.
- H. **Curriculum**- Nothing currently.

13. **BOARD MEMBER COMMUNICATION –**

- A. **Future Agenda Items**
- B. **Future Meetings –**
 - December 3, 2018 – Regular Monthly Board Meeting
 - January 14, 2019 – Regular Monthly Board Meeting

14. **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 Johnson, seconded by Anderson to adjourn to closed session at 9:30 p.m. Motion carried 6-0 by roll call vote.

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

- A. **Approval of Minutes:** Approval of Closed Session Minutes of October 8, 2018 and Closed Session Minutes of October 22, 2018 as printed.
- B. **Employee Request**- This item was deleted from the agenda
- C. **Community Center Contract**- This item was deleted from the agenda
- D. **Future Staffing Discussion**
- E. **Staff Concern - Hiring**
- F. **Evaluation Process for District Administrator**- This item was deleted from the agenda.

15. **RECONVENE IN OPEN SESSION**

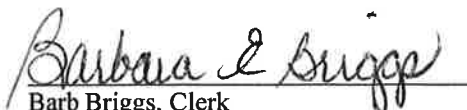
Motion by Anderson, seconded by Seitz to adjourn to open session at 10:20 p.m. Motion carried 6-0 by roll call vote.

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

No action taken

16. **ADJOURNMENT** - Motion made by Seitz, seconded by Anderson to adjourn. Motion carried 6-0. Meeting adjourned 10:20 p.m.

Respectfully submitted,


Barb Briggs, Clerk


Steve Elliott, President