

**SCHOOL DISTRICT OF ALBANY
BOARD OF EDUCATION
REGULAR MEETING MINUTES
October 8, 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 Elliott at 7:00 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 Sietz	Present	Adam Kopp	Present		

6 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 *October 5, 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 *October 5, 2018*.

5. **APPROVAL OF AGENDA** - Motion made by Kopp seconded by Briggs to approve the agenda as presented. Motion carried 6-0.

6. **CONSENT AGENDA - Clerk’s Report** - Approval of the Regular Meeting Minutes of September 10, 2018 as printed/amended.

A. Financial Report

Short Term Loans

\$600,000 Operating= \$300,000 Principal due Matures 10-30-18

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**- Haley Knauf stated that the Student Council has been celebrating birthdays, National Custodial Day and VB dress up days. They are busy planning for Halloween and talking about having a Winter Ball. They will also be going to the Assistive Living Facility to volunteer.

B. **FFA Report**- None

C. **Community Center Report**-None

D. **Website Update**- None

9. **TREASURER’S REPORT**

A. **Fund Balance Report** – Phil Kubesh was not present to report.

B. **Budget Status**

C. **Budget Notes and Comments**

10. ADMINISTRATIVE STAFF REPORTS

- A. **Administrative Report**-Connie Gregerson reported that the Elementary teachers participated in Wonders Training and Star Assessment trainings have been held for staff. She stated that she attended the I 90/94 Curriculum meeting, Elementary had their first PBIS assembly, 4th graders went a field trip for Food for America and 4K went to the pumpkin patch. They had a fire drill on Sept. 26th, Mr. Rupp, Ms. Schultz and Mrs. Gregerson attended a partner's breakfast at BTC and the PBIS committee met and their theme for this year is targeting kindness. Bill Trow stated he is working hard with the Skyward and Infinite Campus software, the Site Level team will be meeting this week to work on PD for the upcoming school year, the Elementary gym floor is completed and will be dedicated in memory of Erika Wengel during the VB game on Oct 9th and reminded the Board of the upcoming evacuation drill to be held on Oct. 17th. He stated the both Juda and Albany met together regarding the Softball Co-op, we have purchased new radios, the Baertschi Invite took place and was a success despite all the rain and mud and staff are attending the Adolescent Literacy Project.
- B. **President's Report**- None

11. REGULAR BUSINESS

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

- A. **Audit (I, D, A)**- This will be completed in November. No action taken.
- B. **Approval of 2018-19 Proposed Budget for publication (I, D, A)**- A motion was made to approve the proposed budget with a typo change to the debt service by Kopp, seconded by Anderson. Motion carried 6-0.
- C. **Approval of snow removal bid (I, D, A)**- A motion was made by Kopp, seconded by Johnson to accept the DP bid for snow removal at \$90.00 per hour. Motion carried 6-0.
- D. **Approval of Policy Numbers 3000 & 4000 (I, D, A)**- A motion was made by Kopp, seconded by Briggs to approve the policies in the 3000 & 4000's. Motion carried 6-0.
- E. **Approval of Youth Options Course (I, D, A)**- A motion by Briggs, seconded by Anderson to approve the Youth Options request. Motion carried 6-0.
- F. **PI-1563 Pupil Count ((I, D, A)**- Elliott reported that the current student enrollment is 452 which is up 31 students from last year. This number includes open enrollment students out. No action taken.
- G. **Open Enrollment (I, D, A)**-No action taken
- H. **Community Center Update (I, D)**- They had a chili cook-off during the Fall Festival, the Martial Arts class is full and going on at this time and they are having a Trunk or Treat at the Lions Club.
- I. **Softball Co-op (I, D)**- No discussion currently
- J. **Superintendent Evaluation (I, D, A)**- Mr. Trow will let the staff know that there will be a survey generated for them to complete on the evaluation of Administration. This will probably take place in January.
- K. **Strategic Planning Update (I, D)**- Administration has not met with staff on this but it is scheduled for Oct. 26th during Inservice. No action taken.
- L. **Facility Improvement Planning (I, D, A)**- The Building & Grounds Committee need to meet with JP Cullen and Bray to move forward on the needs of the District. A community meeting will be held on November 28th to update on the direction we are headed. No action taken.
- M. **Hiring / Resignations / Retirement (I, D, A)**
1. Resignation of MS Support Staff – Melissa Landphier
 2. Hiring of MS Support Staff – Joel Buettner
- A motion was made by Kopp and seconded by Anderson to accept the resignation of Melissa Landphier and the hiring of Joel Buettner. Motion carried 6-0.

12. BOARD MEMBER COMMITTEES

- A. **Sunshine Committee Report** - A thank you note is being sent to the Village for their help in adjusting the water bill after a leak was discovered.
- B. **Technology Committee**- There is a meeting scheduled for Oct. 11th.
- C. **Building and Grounds Committee**- They will be scheduling a meeting with Bray and JP Cullen.
- D. **Strategic Planning** - None
- E. **Budget & Finance**- Will schedule a meeting after the Annual Meeting and the Audit is completed.
- F. **Collaborations** - None
- G. **Policy**- They are completed and will be updated to the final copy.
- H. **Curriculum**- None

13. BOARD MEMBER COMMUNICATION –

A. Future Agenda Items

B. Future Meetings –

October 22, 2018 –Annual Board Meeting

November 12, 2018 – Regular Monthly Board Meeting

December 10, 2018 – Regular Monthly Board Meeting

Community Center

Policies

Open Enrollment Committee

Admin Evaluation

Facilities Improvement

2018-19 Calendar

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 Kopp, seconded by Anderson to adjourn to closed session at 8:51p.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 Sietz	Yes	Adam Kopp	Yes		

- A. **Approval of Minutes:** Approval of Closed Session Minutes of August 13, 2018 as printed/amended.
- B. **Employee Request**
- C. **Community Center Contract**
- D. **Co-curricular Contract**
- E. **Evaluation Process for District Administrator**

15. **RECONVENE IN OPEN SESSION**

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


Carrie Anderson	Yes	Steve Elliott	Yes	Phil Kubesh	Yes/No
Barb Briggs	Yes	Valerie Johnson	Yes		
Sherri Sietz	Yes	Adam Kopp	Yes		

The minutes were approved, and a Co-Curricular contract was approved.

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

Respectfully submitted,


Barb Briggs, Clerk


Steve Elliott, President