

**SCHOOL DISTRICT OF ALBANY
BOARD OF EDUCATION
REGULAR MEETING Minutes**

**September 23, 2019
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 Meeting was called to order by Elliot at 7:15 pm

3. ROLL CALL ROLL CALL

Carrie Anderson	Present	Gary Armitage	Present	Steve Elliott	Present
Valerie Johnson	Present	Adam Kopp	Present	Student Council Rep.	Absent
Justin Monson	Present	Sherri Seitz	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 on **September 20, 2019**, which is more than twenty-four hours prior to the meeting date. 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 **September 20, 2019**.

5. APPROVAL OF AGENDA Motion by Seitz, second by Monson to approve the agenda as presented. Motion carried 7-0

6. CONSENT AGENDA - Clerk’s Report – Motion to Approve the Regular Meeting Minutes of August 12, 2019, as printed made by Anderson, seconded by Monson. The motion carried 7 to 0.

A. Financial Report The numbers are not in for August, and they will be meeting on October 7, 2019

7. CITIZENS' REQUEST TO BE HEARD Bonnie Mueller addressed the board about concerns in regards breakfast accommodations. Due to the change in schedule the middle and high school students are not able to have enough time to eat snack in the cafeteria without being late for their fourth hour class. This is a change where previous years they had food in the hallways but due to child allergies, are no longer able to have food in the hall or classrooms. She noted she understands and would like to come up with alternative solutions to add more time or to work with the school to find a way for all children to be safe and have time to have breakfast. Children have been having a hard time focusing on classes before lunch because they’re not able to eat breakfast. She shared her information on how vital snacks and breakfast are for children and their education, especially athletes.

8. CORRESPONDENCE

A. Student Council - None at this time

B. FFA - Haley Koehn introduced herself to the board; there were three members present to give the report. Ten members from the FFA will be attending the World Dairy Expo in Madison for the day. Two students will be going to Food For America, and they are starting to coordinate items for the fruit sale later this month.

C. Community Center Report - Upcoming events: Truck or Treat at the Lions Club Oct. 26th 2-5 also the Chili Cook-Off the same day and time. Christmas Craft no date set yet. Chelsea Luedy started on Monday September 16th. Yoga classes are still on Tuesday and Thursday and nights some Wednesday nights. Zumba is Wednesday, and Sunday nights over summer, they did three nights per week. Some would like to bring back the three nights a week. Swim Lesson started. We have 21 kids for that. Not enough Kids signed up to have Karate class at this time. Robotics Looking into the Lego competition in Nov. at Madison. Girl Scouts not sure if they need to use the room this year for meetings. No news on the Art classes at this time. Open gym night for adult Volleyball on Wednesday nights 7-9. Next Meeting Oct. 16th at 6 pm

D. Website Nothing at this time

9. TREASURER’S REPORT

A. Fund Balance Report - Adam Kopp inform the board that the budget is \$400,00 in the black and there is \$94,000 in Tif fund.

B. Budget Status - The Notices/Publication should be printed in the paper on Wednesdays, October 9, AND October 16. Therefore, the file needs to be sent to the paper in the time they need it.

C. Budget Notes and Comments - Meeting will be October 7, 2019

10. ADMINISTRATIVE STAFF REPORTS

- A. **Elementary Principal's Report** - Back to School night was well attended. Community First served almost 400 people for supper. Jim's Auto Repair sponsored a bouncy house in the old gym. There were several information tables in the gym. The first day of school went well. We had an assembly at 9:00 and talked about rules and PBIS. The first round of STAR testing was completed with students in grades 2-10. Teachers are using the data to write their SLO for this school year. We will be training and administrating STAR Early Literacy to 4k-1st graders beginning Oct 1st. Teachers are working on completing their Personal Professional Goals in Educator Effectiveness. We began a new format for our PLC time on Wednesdays, which includes student concern time and data time during the meeting each Wednesday. Kari Steck and Connie attended a Wise Data meeting at CESA on September 12th. We had a PBIS assembly on September 16 centered on respect. We also had Crazy Comet Farm Day. The September birthday students had lunch and cupcakes with Mrs. Gregerson on the 19th. We had a rocky start with our support staff but have now filled all positions starting on the 23rd. We appreciate how flexible our support staff with schedules that were often changing as we tried to accommodate all our students while shorthanded. A special thank you to Steve Elliott, who volunteered his time to help us out! We have been working hard, trying to help our new ELL students be successful. We will have more training from CESA in October. The Comets Care Backpack Program began again in September. We actually were able to give out a few packs in the summer also.
- B. **Administrator's Report** - Several teachers and staff participated in Nonviolent Crisis Intervention Training in August. Those people received an updated certification for the year. NVCI requires refresher training each year. Mr. Trow and a few of our new aides will receive the complete training in September and October. Our entire staff attended Trauma-Informed Care in Monroe as part of the first safety grant. Back to School night was busy and successful. Community First did an excellent job feeding everyone. Mr. Laughlin donated a bounce house, which was enjoyed by many students. Several groups had tables in the lobby. The teachers reported good turnouts throughout the elementary and middle school, less at the high school level. Teachers went through a STAR training with a trainer from the Renaissance during in-service. They learned about different reports that they could use as well as some ins and outs of the program. Ms. Schulz and Mr. Trow gave the teachers administering the test a refresher about the testing, and Mr. Trow created goal sheets for them to use with their students. We will have two more STAR training to look at data and to learn about growth measures within the next month. Students in 1st through 10th grade will take the assessment this week. The first week of school was hot, but students and staff seemed happy to be back at school. The elementary teachers will be receiving Wonders Training with an onsite trainer on Wednesday.

11. REGULAR BUSINESS

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

- A. **Application for Early Graduation** - Discussion was held and no action was taken for early graduation for a student. After looking into policy, it is up to the administration to approve individual student or early graduation. The board will put this on as a possible future board item.
- B. **Acceptance of Colony Brand Donation** – Mrs. Gregerson informed the board that Colony Brands was going to give a donation for \$714. Therefore, this will be given right back to bring the Green County food pantry for the Comet Cares Backpack food program currently there are six families receiving food. In the past, it has been 16 families receiving food. Mrs. Gregerson noted that if there's any family that the community is aware of that may need food for the weekend, please let her know, and she will make sure the family receives a backpack. The motion was made by Johnson, seconded by Monson to approve the \$714 donation from Colonies Brand to be used for the Comet Cares Backpack program. Motion carried 7 to 0
- C. **Selection of Official Albany School District Newspaper** Due to the closing of the Hometown Herald Herold, the school district will need to appoint a new official district newspaper. A motion was made by Seitz, second by Monson to have the Free Press as official Albany paper provided that they will accept being the official newspaper. Otherwise, second choice would be the Independent Register of Brodhead, WI. Motion carried 7 to 0
- D. **Show Choir Cooperative Agreement** - Mr. Trow gave information about the contract for show choir with Parkview for the 2019-2000 school year stating it starts now. The practices are Sundays and no transportation will not be provided for Albany students. The agreement states as far as cost "The districts agree to equally share the cost of the salary and benefits of the Pizazz Director (\$4,135.60), Pizazz Band Director (\$4,135.60), Vocal Director (\$750.00) two Choreographers (\$3,000) for a total of \$12,021.19. Parkview will take an accounting of Parkview and Albany students on the Pizazz roster on the date of the first show choir competition. The total cost (\$12,021.19) will be divided by the total number of students on the roster. Albany School District agrees to pay the total of the cost per student multiplied by the number of Albany students on the roster. Any expenses other than salary and benefits will be paid by the district that the fee is incurred." Motion by Artmitage and second by Seitz to approve show choir cooperative agreement with Parkview School District for 2019-2020 school year as presented to the board. Motion carried 7 to 0

- E. **PA System Replacement** - The board was provided with two separate quotes for our PA system. There were problems last year. The system has not been working in parts of the building. The estimates are from May 9 and one on September 23 they include the new part of the building and will replace the current system the low estimate is \$31,000. A motion was made by Kopp to spend up to \$50,00 on the PA System, second by Monson. Motion carried 7 to 0
 - F. **Approval of Budget for Publication** - Shari Berget and Paula Glaser presented the budget for publication. The publication needs to be in the paper two weeks before the annual meeting on October 21, 2019. The Notices/Publication will be printed in the paper on Wednesdays, October 9, AND October 16. Seitz motioned to approve the budget presented, seconded by Monson. Motion carried 7 to 0
 - G. **Facility Improvement Planning** - Update on the materials was given. The carpet has been picked out. They are looking into the fire rating on the exterior doors. The layout is the same as the previous meeting. In January, the bid for steel structure will be sent, and an RFD will be submitted for the soil survey. Construction is scheduled to start in June 2020
 - H. **Hiring / Resignations / Retirement** - Motion by Seitz seconded by Johnson to approve the hiring of Chelse Luedy Office/ Health Aide/Community Center, Heidi Bolton Special Education Aide, Kari Rakow Special Education Aide, Tara Greeley Special Education Aide, Tyler Witt Middle High School P.E. James Schwab High School Math salary advancement. and accept the resignations of Headley and Adams.
12. **BOARD MEMBER COMMITTEES**
- A. **Sunshine** Send flowers to Mrs. Everson for the last day of treatment
 - B. **Technology** on October 7, 2019
 - C. **Building and Grounds** on October 7, 2019
 - D. **Strategic Planning** October 9, 6:00
 - E. **Budget and Finance** on October 7, 2019, before Building and Grounds
 - F. **Collaborations** None at this time
 - G. **Policy** - Plan on meeting in December
 - H. **Curriculum** - None at this time
13. **BOARD MEMBER COMMUNICATION –**
- A. **Future Agenda Items**
 - Review Food policy
 - Property funds from the property sale
 - Buildings and grounds update
 - PA system update
 - Technology update
 - Early graduation policy
 - Chrome books for board members
 - Review policy with do with behavior off-campus
 - Go math
 - B. **Future Meetings –**
 - October 14, 2019** – Regular Monthly Board Meeting 7:00p.m.
 - October 21, 2019** – Annual Board Meeting 6:00p.m. Budget Hearing will begin at 6:00 p.m. with the Annual Meeting immediately following the Budget Hearing.
 - October 21, 2019** – Special Board Meeting following the annual meeting
 - November 11, 2019** – Regular Monthly Board Meeting 7:00 p.m.
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 made by Kopp, seconded by Seitz to adjourn to closed session at 9:30p.m. Motion carried 7- 0 by a roll call vote

ROLL CALL

Carrie Anderson	Yes	Gary Armitage	Yes	Steve Elliott	Yes
Valerie Johnson	Yes	Adam Kopp	Yes		
Justin Monson	Yes	Sherri Seitz	Yes		

- A. **Approval of Minutes:** Motion by Seitz to approve Closed Session Minutes of August 12, 2019, as printed, seconded by Johnson. Motion carried 7 to 0

15. **RECONVENE IN OPEN SESSION**

Motion by Monson, seconded by Seitz, to adjourn to open session at 11:27 p.m. Motion carried 7 to 0 by roll call vote.

Carrie Anderson	Yes	Steve Elliott	Yes	Justin Monson	Yes
Gary Armitage	Yes	Valerie Johnson	Yes		
Sherri Seitz	Yes	Adam Kopp	Yes		


16. **ADJOURNMENT** - Motion made by Monson, seconded by Anderson to adjourn. Motion carried 7-0.

The meeting adjourned 11:27 p.m.

Respectfully submitted,



Valerie Johnson, Clerk



Steve Elliott, President