

RICHMOND SCHOOL DISTRICT
REGULAR BOARD OF EDUCATION MEETING
N56W26530 Richmond Road, Sussex, WI 53089
Community Room
September 10, 2018
6:00 p.m.
Minutes

I Call to Order/Statement of Public Notice

Cindy Milgram called the meeting to order at 6:04 pm. Jeff Weiss noted that the meeting was properly posted.

II Roll Call

Sarah Grooms-here, Craig Vento-here, Victor Frangopoulos-here, Cindy Milgram-here, Laurie Wohlfiel-here; Administration present-Jeff Weiss and Gena Santharam

III Consent Agenda

- A. Approval of Minutes: Regular Board Meeting Minutes – August 20, 2018-Cindy Milgram amended the August Regular Board of Education meeting minutes, section VII. Report of the Management Team, C., by adding, “Cindy Milgram made the motion to recess the meeting at 8:06 pm. Laurie Wohlfiel seconded. Motion carried 5-0. At this time, Jeff Weiss and Gena Santharam left the closed session. The closed session reconvened at 8:14 pm. At 8:53 pm, Laurie Wohlfiel, Craig Vento, and Victor Frangopoulos left the closed session as the request was made for Jeff Weiss and Gena Santharam to rejoin the closed session. At 8:55 pm, Laurie Wohlfiel, Craig Vento, Victor Frangopoulos, Jeff Weiss, and Gena Santharam rejoined the closed session. Jeff Weiss left the closed session at 9:25 pm and rejoined the closed session at 9:28 pm.” Victor Frangopoulos motioned to approve the Reg. Board of Education meeting minutes from August 20, 2018, as amended. Craig Vento seconded. All ayes, motion carried 5-0.
- B. Treasurer's Report-Craig Vento motioned to approve payroll direct deposit #'s 151629-151726 and accounts payable check #'s 42417-42535, ACH #'s 1642-1645 and 1647-1665, with void check #'s 1647, 1653, 1654, 1655, and 42462. Victor Frangopoulos seconded. All ayes, motion carried 5-0.

IV Communications-None

V Community Input on Current Agenda Items

- A. Public Comments-None
- B. Board Comments-Cindy Milgram read a thank you note from the office staff for the gift of name plaques.

VI Reports

- A. Administrative Reports
1. 1st week of school-Jeff Weiss summarized activities and work completed prior to the new school year. He thanked everyone, both from within the building and from outside companies, for their work over the summer to make the start of the school year go smoothly.
 2. Hartland Rotary Club-Mr. Bob Menefee, Hartland Rotary Club member, presented information about the Rotary Club's efforts to partner with local schools in their mission to raise awareness about the opioid crisis in Waukesha County and to encourage students to not use opioids. He provided posters that could be hung throughout the school. Mr. Menefee noted that local schools will be hosting community information events regarding the opioid epidemic and the first one will be held at North Lake School on November 13th at 6:30pm.
 3. Richmond Self-Assessment Results-Gena Santharam noted that the Special Education assessment team consisting of Mrs. Audley, Mrs. Ginster, Mrs. Horvate, Ms. Harms, Mrs. Buss, and Mrs. Vetter has successfully completed all necessary steps in the procedural compliance self-assessment process.
 4. Every Hero Needs a Squad-Gena Santharam noted that the Leukemia and Lymphoma Society thanked Richmond School District and recognized Mrs. Rae Ellen Eberle for Student Council's fundraising efforts during the Pennies for Patients drive.
- B. Committee Minutes and Reports
1. Policy Committee Meeting – August 31, 2018
 2. C&I Committee Meeting – September 5, 2018-A discussion was held that revolved around how teachers are notified of the results of committee work. Jeff Weiss noted that formal procedures will be put in place to ensure that information is shared in a timely manner.
 3. Facilities Committee Meeting – September 6, 2018
- C. Board Operations and Goals Report
1. WASB Fall Regional Meeting – October 5, 2018-Cindy Milgram noted that the date of the Fall Regional Meeting is incorrectly stated on the agenda. The date of the Regional meeting is October 25, 2018. She noted that Board members should email Sue Williams to register. Jeff Weiss noted that Cindy Milgram will be recognized at the meeting as a Level 3 WASB recipient. Administration and the Board of Education congratulate Cindy on her accomplishment.

VII Report of the Management Team

- A. Items of Information
1. C&I

- a. Summer School Updates (Summer School/Charger Academy/Band Camp)-Jeff Weiss presented enrollment and survey information about this year's Arrowhead Area Summer School Cooperative. He also noted that Band Camp numbers remained stable. Lori Horvate presented survey information from Charger Academy. All programs are rated highly by staff and parents.
 - b. Curriculum Review Cycle and Process-Jeff Weiss presented the annual review of the Curriculum Review Cycle and Process.
 - c. Math Curriculum Review-Jeff Weiss presented an overview of the Math Committee's progression document which represents the implementation of curriculum recommendations.
2. Facilities
- a. Renovation Recap: CG Schmidt-Jeff Weiss noted that the fiscal impact of \$688,118 was 2.5% higher than originally estimated, but was able to be fully funded through the 2017-18 budget and the 2018-19 budget (per the Auditor, projects completed in June 2018 needed to be paid from the 2017-18 budget). Unfinished work will be added to a future projects list to be completed pending budget availability.
- B. Items for Consideration
1. Finance
 - a. Lunch Fee Adjustment-Sarah Grooms motioned to approve the amount of \$3.60 for salad bar. Victor Frangopoulos seconded. All ayes, motion carried 5-0.
 2. Policy
 - a. 2018-19 District Goals-Laurie Wohlfiel motioned to accept the 2018-2019 District Goals as presented. Victor Frangopoulos seconded. All ayes, motion carried 5-0. The Board requested that the Personalized Learning implementation schedule be sent to them electronically after the meeting.
 - b. Performance Advantage, LLC-The Board discussed scheduling a future workshop that includes the Building Leadership Team, the Board of Education, and Performance Advantage, LLC. Laurie Wohlfiel made a motion to accept the contract for Performance Advantage, LLC and she amended the motion to include the fiscal impact of \$11,990. Sarah Grooms seconded. All ayes, motion carried 5-0.
 3. Personnel
 - a. Support Staff Resignation-Victor Frangopoulos motioned to accept the resignation of Mrs. Brigid DeBruin. Sarah Grooms seconded. All ayes, motion carried 5-0. The Board wishes her well in her future endeavors. Gena Santharam noted that current Special Education assistants have adjusted their schedules and there is no need to hire for this position at this time.
 - b. Support Staff Hires
 - 1.) Sarah Grooms motioned to approve the hiring of Mrs. Jennifer Werner as a part-time RtI interventionist at a wage of \$15.25 per hour. Victor Frangopoulos seconded. All ayes, motion carried 5-0.
 - 2.) Victor Frangopoulos motioned to approve the hiring of Mrs. Calyn Matuszewski as a part-time RtI interventionist and ELL service provider at an hourly rate of \$18.00 per hour. Laurie Wohlfiel seconded. All ayes, motion carried 5-0.
 - c. Full-Time Permanent Substitute Position-Victor Frangopoulos motioned to approve the full-time internal substitute teacher letter of assignment for Mrs. Jen Weiss with a fiscal impact of \$22,880 yearly salary plus health insurance only. Sarah Grooms seconded. All ayes, motion carried 5-0.
- Cindy Milgram motioned to recess the meeting at 7:32 pm. Sarah Grooms seconded. All ayes, motion carried 5-0.
- Cindy Milgram motioned back into open session at 7:42 pm. Victor Frangopoulos seconded. All ayes, motion carried 5-0.
- d. Cindy Milgram motioned to roll call and convene into closed session at 7:42 pm. pursuant to Wisconsin Statutes 19.85 (1)(c) for the purpose of discussing the District Administrator's performance evaluation. Victor Frangopoulos seconded. Roll call in: Sarah Groom-in, Craig Vento-in, Victor Frangopoulos-in, Cindy Milgram-in, Laurie Wohlfiel-in. Jeff Weiss remained in the meeting.
 - e. Cindy Milgram motioned to reconvene into open session at 10:10pm. Victor Frangopoulos seconded. Roll call out: Sarah Grooms-out, Craig Vento-out, Victor Frangopoulos-out, Cindy Milgram-out, Laurie Wohlfiel-out.
 - f. Action if any from closed session-No action was taken in closed session.

VIII Adjourn

Cindy Milgram motioned to adjourn the meeting at 10:11 pm. Victory Frangopoulos seconded. All ayes, the motion carried 5-0.

Respectfully submitted by
Jane Vetter
Recording Secretary