

**Merrill Area Public Schools
Regular Board of Education Meeting
January 16, 2019 – Minutes**

The meeting was called to order by President Kevin Blake at 5:30 PM in the Central Office Board Room.

Board members present: Nubs Ashbeck, Eric Geiss, Jeremy Ratliff, Jon Smith, Maria Volpe, Brett Woller, Linda Yingling and Kevin Blake (a quorum was present). Board member absent: Paul Proulx. Others Present: Dr. John Sample, Superintendent; Keshia Mashak, Director of Technology Integration; Cindy Heinz, Director of Human Resources; Gerald Beyer, Director of Curriculum & Instruction; Dale Bergman, Director of Buildings & Grounds; Karen Baker, Director of Special Education/Pupil Services; Shannon Murray, High School Principal; Ryan Martinovici, Middle School Principal; Mark Seaman, Middle School Associate Principal; Heather Skutak, Elementary Principal; Trisha Detert, Elementary Principal; Glenda Oginski, Elementary Principal; Dawn Nonn, Elementary Principal; Jill Seaman, Head Start/4K/Early Childhood Director; Bella Troyer and Abe Akey, Student Representatives; approximately 9 members of the staff and public; and, Tammy Woller, Recorder.

President Blake led the Pledge of Allegiance.

There were no public comments.

During recognition, the following were recognized by the Board: Friends of the School Forest for their ongoing support. Barbara Lyon for applying for and securing two Donors Choose Grant valued at \$169.80 and \$217.02 respectively. These grants will go towards 3rd grade reading materials to supplement Ms. Lyon's classroom library. Gerald Beyer for applying for and securing an Open Education Resources Innovation Grant in the amount of \$10,000.00. This grant will be used to fund our Math Institute training in February, which then frees up Title II money for other needs. Our Engage NY math resource is an open education resource and this grant provides training for districts that choose open education resources. January 14-18, 2019 is Adult School Crossing Guard Recognition Week in the State of Wisconsin. Please see the attached [proclamation](#) from State Superintendent Tony Evers. We would especially like to thank the crossing guard near Washington Elementary School, Jeff Zettler. We are thankful to all of our adult school crossing guards for helping keep our kids safe!

Bella Troyer and Abe Akey, Student Board of Education Representatives, updated the Board on activities at the Merrill High School, including: finals are going on now and next week; there is a new finals schedule of three days with long periods for the test and periods built in for study; ACT prep time; musical practices; boys basketball; wrestling; and, winter sports.

At this point on the agenda, Delmer Polak was recognized for his help securing the trailer for the Marching Jayz to purchase through a donation received

Administrative reports were shared with the Board including: innovative program updates; PRSYL monthly data; Special Education/Pupil Services 2011 Act 114 Discussion and 2015 Act 55 Open Enrollment for pupils with disabilities; Human Resources report; food service participation report; quarterly summary of purchases between \$5,000-\$9,999; quarterly out-of-state travel report; monthly budget update; technology update; and, the Superintendent's report.

Committee reports were shared with the Board from the Curriculum/Technology/Pupil Services, Safety Sub-Committee, Finance/HR and Facilities Committees.

There was an overview of where administration is with ALICE training for students which will be an ongoing, age appropriate training.

MOTION by Volpe, second by Ratliff to not deny students with disabilities based on space for the 2019-2020 open enrollment period. Motion carried unanimously.

The Board was presented with the 2019-2020 preliminary budget forecast.

MOTION by Ratliff, second by Volpe to approve the proposed revisions to the 2018-2019 budget as [presented](#). Motion carried unanimously.

MOTION by Volpe second by Woller to approve the lease with Kids Kingdom Daycare as [presented](#). Motion carried unanimously.

MOTION by Smith, second by Woller to approve the hiring of a full time aide to cover for absent staff at the high school. Motion carried unanimously.

MOTION by Smith, second by Ashbeck to approve the addition of a full time FTE of a Facilities Administrative Assistant, Grade 6, Level A. Motion carried unanimously.

MOTION by Volpe, second by Woller to approve the 2017-2018 Program Information Report for MAPS Head Start. Motion carried unanimously.

MOTION by Ratliff, second by Ashbeck to approve the 2019-2020 MAPS Head Start Five-Year Strategic Goals. Motion carried unanimously.

MOTION by Volpe, second by Smith to approve the 2019 MAPS Head Start Self Assessment. Motion carried unanimously.

MOTION by Ashbeck, second by Yingling to approve the Head Start Cost Allocation Plan. Motion carried unanimously.

MOTION by Volpe, second by Ratliff to approve the Merrill Area local cable access channel agreement, which shall be commenced on January 16, 2019 until the end of the 2020-2021 school year. Motion carried unanimously.

MOTION by Ratliff, second by Smith to approve the changes to the Administrator Contracts [as presented](#) to the Board, as well as the issuance of the 2019-2021 Administrator Contracts in an electronic format. Motion carried unanimously.

The Board discussed having policies presented at each pertinent committee meeting on a rotating basis.

The Board discussed the Superintendent's evaluation process, tool and timeline.

The Board discussed the timeline for participating in a Studer Education training for the 2018-2019 school year.

Dr. Sample updated the Board on the Community Conversation outcomes.

President Blake asked if anyone wanted to pull anything from the consent agenda, hearing none, he called for a motion.

MOTION by Volpe, second by Geiss to approve consent agenda items a through d, which included minutes of the December 19, 2018 meeting; claims, vouchers and receipts totaling \$3,021,856.70; the personnel report; and, donations totaling \$6,723.00. Motion carried unanimously.

For Items for Future Meetings 1) Maria Volpe requested an overview of personnel reports, not just the monthly snapshots, with additional comments of exit interviews. This will be added to the next Finance/HR Committee agenda. 2) Linda Yingling would like more information about what we will be doing with the Kids Kingdom building after the lease is up, including the expenses we will be taking on. Dr. Sample said that this information will be coming up in May or June and is part of the strategic planning. Brett Woller added that Dale Bergman could include information that they were provided at the Finance/HR Committee regarding the HVAC and costly items. 3) Jeremy Ratliff stated that a portion of the referendum is going towards facility improvements, he would like an update of what improvements have taken place, where they have taken place and what improvements are slated for the future. 4) Linda Yingling asked for an update on the high school parking lot and how it's handled during the weekends with cars being parked there overnight. Shannon Murray stated that 99% of vehicles parked there are from overnight stays at out-of-town tournaments, such as wrestling. Mr. Murray also noted that it's patrolled by the police. President Blake said to add this item and we will continue to discuss at a future meeting.

The Board decision financial impact summary was shared with the Board.

Radio Schedule: Thursday, January 17, 2019 at 8:15 a.m. at Bluejay 730 Radio Station.

Future Meetings

- Special Board Meeting: Thursday, January 17, 2019 @ 5:30 p.m. in the Board Room
- Facilities Committee Meeting: Wednesday, February 6, 2019 @ 3:30 p.m. in the Board Room
- Finance/HR Committee Meeting: Wednesday, February 6, 2019 @ 4:30 p.m. in the Board Room
- Maple Grove Governance Board Meeting: Monday, February 11, 2019 @ 6:30 p.m. at Maple Grove
- Head Start Policy Council: Tuesday, February 12, 2019 @5:30 p.m. at PRSYL
- Curriculum/Technology/Pupil Services Committee Meeting: February 19, 2019 @ 5:00 p.m. in the Board Room
- Regular Board Meeting: Wednesday, February 20, 2019 @ 5:30 p.m. in the Board Room

MOTION by Geiss, second by Ratliff to adjourn at 7:05 p.m.

Nubs Ashbeck
Clerk

Tammy Woller
Recorder