

**Merrill Area Public Schools
Regular Board of Education Meeting
January 24, 2024 – Minutes**

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

Board members present: Jacqueline Gremler, Ron Liberty, Nubs Ashbeck, Kendra Osness, Paul Proulx and Kevin Blake (a quorum was present). Board members absent: Chad Krueger, Brett Woller and Linda Yingling. Others Present: Shannon M. Murray, Superintendent; Amber Haluska, Director of Pupil Services & Special Education; Dr. Kelley Strike, Director of Business Services; Amanda Patterson, Director of Curriculum & Instruction; Dale Bergman, Director of Buildings & Grounds/Transportation; Ryan Martinovici, Director of Head Start/Early Education/4K; Megan Kautzer, Elementary Principal; Max Black and Brooke Rudie, Student Board Representatives; four people from the staff and public; and, Tammy Woller, Recorder.

President Blake led the Pledge of Allegiance.

There were no public comments.

There was no recognition this month.

Student BOE Representatives Max Black and Brooke Rudie, updated the Board on high school activities including: grades 9-11 are requesting classes now for next year; it's a new semester and the transition went well; recognized the Pep band who played last week, along with some 8th graders and alumni; tickets are now on sale for Dinner and a Show; MHS winter sports are in full swing; seniors had their class meeting where they got their scholarship packets; and the community members that make our scholarship program at Merrill High School a success were thanked.

MOTION by Liberty, second by Proulx to approve the audited financial statements and findings from CLA [as presented](#) for the 2022-2023 fiscal year. Motion carried unanimously.

Administrative reports were shared with the Board including: 2023 Wisconsin Act 20 Literacy Law Overview; Pine River School for Young Learners; Food Service; Business Services; Buildings & Grounds/Transportation Update; and, the Superintendent's Report.

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

MOTION by Proulx, second by Liberty to approve the Head Start Transportation Waiver for the 2024-2025 school year. Motion carried unanimously.

MOTION by Liberty, second by Gremler to approve the classroom capacity for open enrollment purposes and to not deny students with disabilities based on space, for the 2024-2025 open enrollment period. Motion carried unanimously.

MOTION by Proulx, second by Ashbeck to approve the purchase of the school furniture [as presented](#). Motion carried unanimously.

MOTION by Ashbeck, second by Proulx to approve the purchase of two new divider curtains [as presented](#). Motion carried unanimously.

MOTION by Liberty, second by Proulx to approve the summer maintenance projects as funding is available. Motion carried unanimously.

MOTION by Proulx, second by Ashbeck to approve the purchase of the BenQ Panels in the amount of \$147,500 to be paid by ESSER Funds. Motion carried unanimously.

Neola's Volume 33, Number 1 technical corrections were presented to the Board.

MOTION by Osness, second by Ashbeck to approve the donation of funds from Merrill High School Band Endowment Fund, Inc. valued at \$7,140.88 for the instrumental music program at Merrill High School. Motion carried unanimously.

MOTION by Proulx, second by Osness to approve the donation of 2500 pairs of Bomba socks from Kocourek Kids Program valued at \$25,000 for the MAPS Nest and distribution to students in need in the District. Motion carried unanimously.

MOTION by Gremler, second by Proulx to approve the attached [personnel report](#), contingent upon release of contract for hirings and upon the satisfaction of the appropriate liquidated damages for resignations, if applicable. Motion carried unanimously.

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

MOTION by Liberty, second by Osness to approve consent agenda items a through c, which includes minutes of the December 20, 2023, and January 10, 2024, meetings; claims, vouchers and receipts totaling \$3,706,416.63; and, donations totaling \$7,639.00. Motion carried unanimously.

There were no additions for Items for Future Meetings.

Radio Schedule: Thursday, January 25, 2024, at 8:15 AM @ Bluejay 730 Radio Station

Future Meetings

- MADA Governance Board Meeting: Tuesday, February 13, 2024 @ noon at MADA
- Head Start Policy Council: Tuesday, February 13, 2024 @ 5:30 p.m. at PRSYL
- Curriculum/Technology/Pupil Services Committee Meeting: Wednesday, February 14, 2024 @ 4:30 p.m. in the Board Room
- Finance/HR Committee Meeting: Wednesday, February 14, 2024 @ 5:00 p.m. in the Board Room
- Regular Board Meeting: Wednesday, February 21, 2024 @ 5:30 p.m. in the Board Room

**MAPS BOARD OF EDUCATION
TOPIC SUMMARY SHEET**

BOARD MEETING DATE: Regular Board Meeting: January 24, 2024

TOPIC: Audit Report for FY23

BACKGROUND:

As a brief overview, school districts are required by state law to have an independent financial audit completed each year by an outside auditor. DPI has a webpage dedicated to information regarding the requirements that the annual audit must meet which can be found [here](#). The department has an audit manual that any audit firm conducting a school district audit must follow. The manual outlines the types of checks and reviews they must perform for each audit.

Attached are the following financial reports for Merrill Area Public Schools from the audit for FY23:

- [Signed Final Report and Financial Statements](#)
- [Governance Communication](#)

The findings for FY23 are as follows:

- Preparation of Annual Financial Report

BUDGET/FISCAL IMPACT: None

POLICY IMPACT: Compliance with [BoardDocs® Policy: po6111 INTERNAL CONTROLS](#).

AGENDA CATEGORY:

- Policy Issues
- Monitoring Data
- Action Item
- Information

RATIONALE: n/a

REPORT PREPARATION: Dr. Kelley Strike, Director of Business Services

POSSIBLE MOTION: Motion to approve the audited financial statements and findings from CLA as presented for 2022-2023 fiscal year.

MAPS BOARD OF EDUCATION

TOPIC SUMMARY SHEET

Date of Board Meeting: January 24, 2024

TOPIC: Replacement of School Furniture

BACKGROUND: Much of the furniture throughout the district is very old and in rough shape. When we polled our staff of items they would like to update with the funding from the revenue limit increases, we developed some key areas such as the MHS library, the Washington Library and a few classrooms that the furniture is in very poor shape and prioritized them accordingly. We have been gathering quotes from various vendors to replace these higher priority areas.

BUDGET/FISCAL IMPACT: **Not to exceed \$56,750.00 Funding will be allocated from existing budgets.**

POLICY IMPACT: **None**

AGENDA CATEGORY: Policy Issues
 Monitoring Data
 Action Item
 Information

RATIONALE: The areas selected are the higher priority areas that we identified while meeting with staff and principals. This is just a start to begin replacing some very dated items.

REPORT PREPARATION: **Dale Bergman**

POSSIBLE MOTION:
BE IT RESOLVED: I recommend a motion to approve the purchase of school furniture as presented.

Moved by _____

Seconded by _____

Vote: Approved Defeated

**MAPS BOARD OF EDUCATION
TOPIC SUMMARY SHEET**

Date of Board Meeting: January 24, 2024

TOPIC: Replacement Divider Screens in MHS Fieldhouse

BACKGROUND: The two screens that divide the courts in the fieldhouse at MHS are getting worn out to the point that we have to frequently repair them in order to use them. They are original to the construction of the building.

BUDGET/FISCAL IMPACT: \$41,700.00 Funding will be allocated from existing budgets.

POLICY IMPACT: None

AGENDA CATEGORY: Policy Issues
 Monitoring Data
 Action Item
 Information

RATIONALE: The existing curtains are very worn and require frequent maintenance to operate.

REPORT PREPARATION: Dale Bergman

POSSIBLE MOTION:

BE IT RESOLVED: I recommend a motion to approve the purchase of two new divider curtains as presented.

Moved by _____

Seconded by _____

Vote: Approved Defeated

MAPS Monthly Personnel Report: Who, When, Where, & Why

Hiring						
Position	Location	Prior Employee	Internal or External Employee	New Hire	Salary / Wage	Start Date
Elementary Social Worker	KATE	New Position	External	Sarah Grunenwald	Specialist MA - 7 (\$68,824)	1/22/2024
C & I Administrative Assistant	CO	Laurie Pagel	External	Sara Taskay	Grade 6- Level B (\$21.15)	1/11/2024
6th Grade Teacher	PRMS	New Position	External	Beki Nowak	MA - 7 (\$53,733) pro-rated with start date	1/15/2024

Internal Transfers					
Employee	Employee Type	Previous Position	New Position	Effective Date	Authorizer(s)
Kelli Morgan	Social Worker	Washington & Kate	Only Washington	1/22/2024	Kelley Strike

Resignations/Retirements					
Leaving Employee	Location	Leave Type	Last Date Employed	Years of Service	Position
Jill Hahn	KATE	Retirement	6/1/2024	23	Teacher
Rene Wagenaar	MHS	Resignation	5/23/2024	6	Teacher
Melissa Ruge	PRMS	Retirement	6/1/2024	24	Teacher
Debra Parks	PRSYL	Retirement	6/30/2024 (After summer school)	33	Aide/Secretary
Brian Cline	District	Resignation	2/2/2024	9	Computer Technician

Current Postings - Informational Only			
Position	Location	Prior Employee	Current Status
School Forest Caretaker	School Forest	Todd W Kretzschmar	Candidate interviewed
MS STEAM Teacher	PRMS	Alternative to Tech Ed	Offer pending
HS Art Teacher	HS	Rene Wagenaar	Posted
Middle School Tech Ed Teacher	PRMS	Cory Nordlund	Posted
PT Custodian (20 hrs/wk)	District	New Position	Posted
PT Reg Aide (3.5 hrs/day)	PRMS	New Position	Posted

Head Athletic Coaches - Informational Only				
Position	Location	Season/Type	Supervisor	Note:

Clarifications			
Definitions:	Reported to the BOE?	Responsibility	
<u>Transfer</u> : Same type of position AND same task (could be different grade level too), but a different building	Yes	Principals	
<u>Scheduling</u> : Same building AND same task, but a different grade level	No	Principal	
<u>Hiring Process</u> : The task is new to an individual and/or the individual was not asked by an administrator to "move."	Yes	HR	
<u>Substitutes</u> : Individuals hired to do work when a regularly scheduled employee is absent	No	Mixed	
<u>Student Workers</u> : Students hired at minimum wage for a variety of tasks (after school programs, clerical, lifeguard, etc.)	No	Mixed	

When the Board hires a coach and there is a shuffle that needs to happen due to an empty position or someone does not sign the "dotted line" after board approval, etc., Administration has taken the liberty of moving approved coaches from one position to another without re-approval at this time. The same will happen when a position gets "split" between two individuals as a result of time constraints.

Updated AFTER committee meeting but BEFORE the posting for the regular or special board meeting

Updated AFTER the regular or special board meeting was posted, but BEFORE the actual board meeting

All summer school positions will be filled based on enrollment

All co-curricular pay rates are subject to any future changes made to the compensation plan established by the Board