

## **Eau Claire School Board Minutes Monday, November 5, 2018**

*Generated by Patti Iverson*

### **Members present**

Lori Bica, Chris Hambuch-Boyle, Joe Luginbill, Charles Vue

### **Members absent**

Laurie Klinkhammer, Eric Torres, Aaron Harder

## **1. REGULAR MEETING - CALL TO ORDER**

President Luginbill called the meeting to order at 7 p.m. He asked for a moment of silence to honor the lives of three students and one parent from the Chippewa Falls Unified School District who were killed in a tragic accident over the weekend. He offered the District's support and condolences to the students and staff at CFUSD and the families who mourn their losses.

Following the Pledge of Allegiance, Board Secretary Patti Iverson confirmed that the meeting had been properly noticed and was in compliance with the Open Meeting Law.

## **2. PUBLIC FORUM**

Ben Holmen spoke about the 4K program in the district. He assumes that the District is facing increasing enrollment in that program but said he could not find evidence to support that. He does not know why the committee has recommended that Roosevelt is the best site for a second 4K center. He asked that the listening sessions address what is happening with the 4K program and how that affects Roosevelt. He asked the Board to consider a third option to keep Roosevelt as a neighborhood school, do deferred maintenance of \$3 million, manage enrollment by using flexible boundaries, and find a creative solution for 4K needs at another building such as Longfellow, Locust Lane, or Little Red.

Margot Dahling said that when her child attended Putnam Heights where they had a full-time counselor, the counselor couldn't attend meetings with her child's teacher to discuss behavioral issues her son was experiencing. Her son had the same behavioral issues when they transferred to Roosevelt; however, meetings were held with the principal, counselor, and teacher about those issues and he is now having success. She felt using staffing to suggest that students are at a disadvantage at Roosevelt because they have fewer staff, is untrue. She said in times of budget concerns and record growth, the Board should look at community schools like Roosevelt to fill the gaps.

Lindsey Brandrup is a teacher in the District. She said there are issues with teacher morale related to professional development. She said that teachers value PD and want to do the best for their students. She felt that PD has become prescriptive and many feel they are being provided the same information they gained from

education courses when they became certified. She felt it is based on the premise of deficiency, which is the opposite of the goals for culturally responsive practices.

### **3. BOARD/ADMINISTRATIVE REPORTS**

#### **3.1 Superintendent's Report**

Superintendent Hardebeck shared the Board's calendar of upcoming events and meetings.

#### **3.2 Board President's Report**

President Luginbill reminded citizens to vote and noted that the polls will open across Wisconsin at 7 a.m. and close at 8 p.m. He said you can get polling place information at [www.MYVote.WI](http://www.MYVote.WI).

### **4. STUDENT REPRESENTATIVE REPORT**

Gwen Haywood said Memorial held Family Teacher Conferences. She noted that due to construction, there has been some changes made in the parking lots. She said the Student Counsel had a baby needs drive and food drive.

Abby Green said North students have been busy getting other students active and aware, so they can exercise their right to vote and take part in their democracy.

### **5. OTHER REPORTS**

#### **5.1 School Board Committee Reports**

#### **5.2 Legislative Update**

Eric Torres was not present. Chris Hambuch-Boyle passed out handouts from the Wisconsin Public Education Network, which ECASD is a member of, that talks about what WPEN stands for. She said WPEN is out in the forefront relative to advocating for public schools.

### **6. CONSENT RESOLUTION AGENDA**

President Luginbill indicated that the three policies on the consent agenda would need to be pulled from the agenda as five votes are needed to adopt/revise Board Policies. Due to the fact there were only four Board members present, these policies will be moved to the November 19, 2018 agenda.

Motion by Chris Hambuch-Boyle, second by Lori Bica, to approve the following Consent Resolution Agenda Items:

- Minutes of October 22, 2018
- Minutes of Closed Session - October 22, 2018

- Minutes of Budget Hearing & Budget Adoption of October 29, 2018
- Human Resources - Employment Report
- Adopt American Education Week Proclamation

Motion carried

Yes: Lori Bica, Chris Hambuch-Boyle, Joe Luginbill, Charles Vue

## **7. INDIVIDUALLY CONSIDERED RESOLUTION(S)**

### **7.1 Cash Flow Borrowing or Line of Credit**

Abby Johnson, Executive Director of Business Services, presented two options for cash-flow borrowing. She explained that districts are not fully funded at the beginning of the fiscal year. Revenue comes in large sums at periodic times throughout the year, yet expenses occur consistently. Because the District waits for state aid or property taxes, it experiences short comings in liquid cash.

Ms. Johnson explained that last year the District borrowed \$7 million on November 10, 2017. It was split into two bids because neither bank would take the full amount. The District repaid all borrowed funds including interest on August 22, 2018. The net interest expense was \$68,913.07. If the District would have used a line of credit, it was estimated that it would have had a total interest expense of \$18,507. This means the District could have saved \$50,406 in interest expenses.

When looking at options for 2018-19, Baird estimates ECASD would have a 2.4 percent interest rate on a regular cash flow borrowing and would need \$7.5 million to cover expenses. The proposal from Merchants for a line of credit would not exceed 5.75 percent. The current line of credit rate is 4.25 percent. If everything plays out as planned, the District could potentially save \$108,000.

Ms. Johnson compared both options and looked at the pros and cons for each.

After discussion, Board members felt it would be best to go forward with the line of credit with Merchants Bank.

Paperwork would need to be finalized by the attorney on November 7, 2018 and the Board would have to hold a special Board meeting on November 13, 2018 to approve the resolution for a line of credit so that the funds can be received to fund payroll for the week of November 19<sup>th</sup>.

Motion by Chris Hambuch-Boyle, second by Charles Vue, to direct administration to initiate a line of credit with Merchants Bank.

Motion carried

Yes: Lori Bica, Chris Hambuch-Boyle, Joe Luginbill, Charles Vue

## **7.2 Letter Supporting State-Managed Flood Mitigation Revolving Loan Fund**

President Luginbill asked the Board to consider signing on to a letter to Congress asking for the creation of a State-Managed Flood Mitigation Revolving Loan Fund. Using these funds, architects, individuals, organizations, and school districts would be able to elevate their buildings, turn repeatedly flooded areas into open green spaces or improve storm drainage systems. According to a 2018 report by the National Institute of Building Sciences, every \$1 spent on hazard mitigation saves \$6 in clean-up costs.

Motion by Chris Hambuch-Boyle, second by Lori Bica, that the Board agrees to sign on to letter supporting State-Managed Flood Mitigation Revolving Loan Fund.

Motion carried

Yes: Lori Bica, Chris Hambuch-Boyle, Joe Luginbill, Charles Vue

## **8. ADJOURN TO COMMITTEE**

### **9. COMMITTEE REPORTS/ITEMS FOR DISCUSSION**

#### **9.1 Update on Status of Scope and Planning of Listening Sessions**

Kim Koller, Executive Director of Administration, and Phil Lyons, chair of the Demographic Trends and Facility Planning Committee, provided a review of the two options previously presented to the Board and an update on the status of the scope and planning of upcoming listening sessions.

At the last Board meeting it was determined that the listening sessions would provide information about both options presented by the committee, would include information on how the elementary boundaries would be impacted under each option, and would present scenarios for families of what would happen if the current middle school boundaries were maintained or if the current middle school feeder schools were maintained. The Board also directed that the architectural study be completed after the Board approves an option.

Mr. Lyons said the recommendations were the result of committee's work and focused on three areas: early childhood space needs, north side under capacity needs, and south side over capacity needs.

The committee toured Prairie Ridge and saw some of the overcrowding there. In 2015-16 there were 808 students served in the 4K program at Prairie Ridge, in September 2018 there are 853 students be served. Because Prairie Ridge is at capacity this year, there were 100 4K students placed in other community sites, but they could have been served in District if there was enough room. It was noted that there has been a lot of discussion at the state and federal level about extending the duration of Head Start services. There is a recommendation to phase in a new plan over the next three years. If those changes are implemented, there would be a need for at least nine additional 4K classrooms to serve ECASD students.

Mr. Lyons said the committee was asked by the Board to get data on where the potential growth might be in the community. He shared that information with the Board. Given that there are 1,036 seats available in the District, there would still be capacity to serve northside families even with the anticipated construction on the north side. With the anticipated construction on the southside, the District could run into major constraints for space on that side of town.

Mr. Lyons said the committee would like to broaden the discussions at the listening sessions to go beyond the needs at Roosevelt and be extended to boundary and facility needs at the Pre-K and elementary levels. All elementary schools could be impacted by the recommendation to shift boundaries to alleviate overcrowding in southside schools and smooth out boundaries for those northside schools that are under capacity. Therefore, the sessions could include a detailed breakdown of costs, information about the growth of 4K programming, projected residential growth and construction, proposed new boundaries, and the potential for a future referendum. The sessions would be held across the District and would include costs and boundary implications for both options. The community would also be able to share potential solutions that haven't been presented and to ask questions.

Several Board members favored broadening the listening sessions and encouraging parents to be part of the solution by identifying other potential areas for the Board to consider.

There was conversation about whether the listening sessions should be broken into different topics due to the large scope of the issues. Ms. Koller will be getting feedback from the Family Advisory Council about the format for the listening sessions. That information will be used to create a draft format and the Board will be asked to approve that plan on November 19, 2018. In addition, the Demographic Trends Committee will meet on November 6<sup>th</sup> and will develop a final recommendation of what the sessions would entail and look at how to support families through any transitions.

Board members were asked to send any questions, ideas, or suggestions such as breaking sessions into different topics to Ms. Koller, so she can use that to create the draft for the listening sessions that the Board will be asked to approve on November 19<sup>th</sup>.

## **9.2 Professional Development Update for Culturally Responsive Practices**

Jim Schmitt, Executive Director of Teaching & Learning, said that the culturally responsive practice is an approach to teaching that recognizes the value of learners' cultural beliefs and practices and draws upon them to inform instruction, enhance learner self-advocacy, and bridge learners' home and school experiences. The District uses a multi-level system of support (MLSS). This means the District provides equitable services, practices, and resources to every learner based upon responsiveness to effective instruction and intervention. Schools provide varying

types of supports at differing levels of intensity to proactively and responsively adjust to the needs of the whole child.

The District's current work to focus professional development on the long-term implementation of a few, high quality strategic initiatives includes:

- Literacy Within Supportive Learning Environments
- Academic and Career Planning to create equitable opportunities for students for postsecondary opportunities
- Positive Behavioral Intervention and Supports
- Nonviolent Crisis Intervention Training
- Mental Health First Aid training for all certified secondary staff
- Trauma Sensitive Schools training
- Social and Emotional Learning Committee is identifying training for staff
- ELA curriculum aligned with Common Core State Standards
- Updated Math Expressions materials for all K-5 instructors
- K-12 Music, Physical Education and Art have been provided time to review vertical alignment of standards and professions
- Secondary Social Studies and Science have formed leadership teams
- Focusing on PD for hourly staff

Mr. Schmitt said indicators to measure progress of PD include staff self-assessments, academic achievement of students, and social-emotional data (student engagement data, DECA, report cards, ECKERS, etc.).

Principals from Prairie Ridge, Locust Lane, Manz, Northstar, and Memorial shared information on professional development at their buildings from their perspective.

A question was asked about how the District knows if it is on target reaching goals for professional development and if the District is improving the quality of staff. Along with that comes allocating resources and knowing if more or less funds are needed. Manz Principal Heather Grant said that schools have School Improvement Plans and have indicators to see if the professional development is working or not. They use student engagement data, office discipline data, literacy achievement, and math achievement. All schools have SIPs in place.

Dr. Hardebeck said the ECAE surveyed staff last spring and shared those results in Meet and Confer. When teachers talked about PD, they indicated they wanted more time to look at student data, collaborate around that data, time to talk about their students, and then to talk about strategies to help them move students forward.

### **9.3 Discussion and Possible First Reading of Policy 185 - Board and District Committees**

Revisions to Policy 185 were recommended after the School Board's Work Session on September 24, 2018. The Board's attorney reviewed the revisions and provided feedback for the Policy & Governance Committee.

A first reading of Policy 185 – Board and District Committees was shared.

### **Board Committees Overview**

*The School Board generally operates as a committee of the whole with provisions herein described for standing committees to conduct on-going work for the School Board, limited to those areas noted below, and for temporary committees of an ad hoc nature.*

*As part of the School Board regular meetings, generally on the first and third Monday of each month, the School Board may review the work of standing and temporary committees and conduct work as a committee of the whole.*

*While standing and temporary committees may make recommendations to the School Board, all final decision-making authority rests with the School Board. No official action may be taken by a committee except as provided in Board policy and established procedures. A committee shall require a quorum, consisting of a majority of its members, to take any action. Any recommendation from a committee shall be acted on at a regular or special Board meeting.*

*The President of the School Board shall appoint, subject to approval of the School Board, standing committees, advisory committees, and other delegate/liaison assignments at a regular meeting of the School Board. A comprehensive list of committee and delegate assignments shall be maintained by the School Board President and periodic reports shall be given to the full School Board.*

### **Rules of Order**

*Each standing committee shall use Robert's Rules of Order whenever appropriate but shall retain order when deemed to be necessary to comply with applicable laws, regulations or policies, at their discretion. Each standing committee shall also take minutes of meetings, and a member shall be elected chairperson by each committee at the first meeting of each year after committees are appointed by the President. The opportunity for public input shall be made available at committee meetings in accordance with Policy 188. Each committee shall be assigned an executive team member to serve as a liaison and advise the committee.*

*All committees shall comply with the Open Meetings Law by providing notices of each meeting, posting the time and date, place, subject matter of any proposed meeting, and identifying any matter that will be considered at the contemplated closed meeting pursuant to 19.84(2)(3), Wis. Stats.*

### **Citizen Member Appointments to District Committees**

*The President of the School Board shall appoint citizen members to serve on District Committees, subject to approval of the School Board. District residents that are over the age of 18 shall have the opportunity to apply to serve on District Committees, and generally may serve in a committee role for two consecutive three-year terms upon Board approval and/or re-approval; however, the Board reserves the right to remove any citizen from any committee, in its discretion, if the Board believes there is good cause to do so. All District committee appointments shall strive to be representative of the racial/ethnic demographics and gender balance of the District. At their first meeting and as a condition of their committee membership, all new District committee members shall be required to sign a document affirming that they agree to abide by Policy 411 – Equal Educational Opportunities and to adhere to all applicable Board policies as a condition of continued service.*

### **Board Members Attending Committee Meetings**

*School Board members may attend and participate in the discussion that occurs at any meeting of a standing committee following the guidelines of public comment outlined above and in Policy 188. However, only the appointed members of the committee shall have the authority to make motions and vote at the committee meetings. Board members who are attending a committee meeting of which they are not a member shall have the same right to participate and shall be governed by the same restrictions or limitations as members of the public who may attend committee meetings. If a Board*

member is attending a committee meeting of which he or she is not a member and wishes to speak for a period surpassing four minutes on an agenda item, they must request in advance to the committee chair to be placed on the meeting agenda. The committee chair may approve or deny the request based on his or her sole discretion.

### **Public Notice of Committee Meetings**

Notice of School Board committee meetings shall be issued in accordance with state law and any applicable School Board policy. When appropriate, such notice shall include a statement to reflect that a quorum of the School Board may be present at the committee meeting, that such committee meeting may, therefore, also constitute a meeting of the School Board for purposes of the Open Meetings Law, but that the School Board will take no action as a governmental body at such committee meeting.

### **Board Standing Committees:**

*Budget Development Committee:* The purpose of this committee shall be to facilitate the development of the annual school district budget by conveying School Board objectives to administration, reporting on the budget development progress, and raising issues to the full School Board when necessary. This committee shall include three School Board members and others as determined by the School Board, the committee and the Superintendent.

*Policy and Governance Committee:* The purpose of this committee shall be to review and evaluate new or existing policy and make recommendations to the full School Board. This committee shall include three Board members and others as determined by the School Board, the committee and the Superintendent.

*Learning Environments and Partnerships Committee (LEAP):* The charge of this committee is to provide guidance and recommendations to the School Board relating to its role as authorizer of current and future ECASD Charter/Choice Schools and LEAP Zones. This committee shall include two School Board members and others as determined by the School Board, the committee and the Superintendent.

*Joint Commission on Shared Services Initiatives:* The purpose of this commission shall be to examine and identify opportunities for potential shared services among the governmental bodies, and to recommend to the respective governing bodies the approval of concepts and strategies for implementing those shared services that increase efficiency, improve quality, or reduce the costs in the delivery of public services, without sacrificing public accountability. As stated in the Intergovernmental Agreement for Governance of the Joint Commission on Shared Services Initiatives, the School Board shall have three representative members including the Board President.

### **Advisory Committees Ex Officio Membership:**

One School Board member shall serve in an ex officio capacity for each of these District Advisory Committees: Eau Claire Public Schools Foundation Board, Head Start Policy and Governance Committee, School Wellness Committee, McKinley Charter School Governance Board, and Montessori Charter School Governance Board. For the purposes of this policy, ex officio members shall be permitted to speak at meetings to the same extent that all members are permitted to do so, but Board members shall not serve as a voting member of the committee. Ex officio members have the responsibility of serving as a liaison between the Board and committee but shall not provide assurances or directives on behalf of the Board unless given express permission by Board action.

### **Ad Hoc Committees:**

*Temporary Committees:* The School Board and/or its standing committees may develop a temporary committee to investigate and report on a specific issue if doing so is warranted in the judgment of the committee. Temporary committees shall be appointed in the manner deemed necessary, and their duties shall be prescribed at the time of appointment. When the temporary committee completes its



*work, the temporary committee is automatically disbanded at the time the final report is accepted by the School Board or the committee's work is completed.*

*Equity Committee: The School Board, as the occasion and judgment require, may develop an equity committee to investigate and report on a specific equity-related issue, including equitable access and opportunities in the District's policies and programming. This committee may include one School Board member, one educator, one principal, one executive team member, students, parents, and others who represent diverse perspectives across the community as determined by the School Board and the Superintendent.*

**Delegate/Liaison Appointments:**

*The following delegate/liaison positions shall be appointed annually: Board Legislative Liaison, Cooperative Educational Service Agency Delegate, and Wisconsin Association of School Boards Delegate.*

The Board discussed the process to use when Board members transition off Board Committees. Com. Hambuch-Boyle felt that there should be a process for making these transitions, so the knowledge gleaned and history of information from serving on the committees can be shared with new members. In that way, the work that has happened in the past is taken into consideration. It was suggested that School Board Handbook language be drafted specific to Board committees that would mirror the Board orientation work.

It was suggested that the first sentence under "Citizen Member Appointments to District Committee" be amended to say, "generally may serve in a committee role for two consecutive three-year terms" to "generally may serve in a committee role for a three-year term. Board members were comfortable with that change.

The Board also discussed the term ex officio for Advisory Committees. Roberts Rules say that ex officio members can vote. Some felt that Board members should have voting rights for these committees unless the contract specifically says they will not vote. Dr. Hardebeck said that it has been a matter of practice that Board members not vote during these committee meetings because it could put that member in an awkward position of weighing in on a topic and recording a Board member's vote.

It was recommended that language be checked in the contracts or bylaws of the Advisory Committees including Montessori, McKinley, Head Start and the Foundation to see if Board members on these committees can vote. It might also be possible to change the term (ex officio). It was suggested that there be a memo in the Friday Letter to provide clarity and perhaps a revised draft of the policy.

**9.4 Discussion and Possible First Reading of Policy 821.2 - News Releases**

A first reading of Policy 821.2 – News Releases was shared.

*News releases, for this description, refer to information generated by the School District and provided for the various media.*

*News releases that explain/inform the public regarding District policies and practices or actions of the School Board are given by the Superintendent of Schools or designee of the Superintendent.*

*General information about students and staff activities, about school performances and similar occurrences, are normally given to the various media through the building principals or by someone designated by the building principals to release the information.*

*When schools distribute unsolicited news releases, they should provide copies to all local news sources and the designated District communication contact.*

*When individual news sources solicit information from the schools, i.e., when reporters are developing their own stories on specific issues, the information would not generally be shared with the other media. An individual reporter's pursuit of information is the property of the specific media representative.*

*The School Board has a practice of giving recognition to outstanding student and staff performance and honors. Information about student and staff achievement and awards will be provided to the Superintendent's Office by the building principal or the principal's designee.*

The Board agreed to move this policy forward for approval at the next meeting.

## **9.5 Discussion and Possible First Reading of Policy 674 - Online Solicitations/Crowdfunding/Crowdsourcing**

There were three sentences in Policy 674 – Online Solicitations/Crowdfunding/Crowdsourcing that were recommended to be updated and a first reading of those items was shared.

*To the extent an employee solicits any technology or software, the employee shall work with their Principal to secure the prior electronic approval of the Director of Technology or Executive Director of Teaching & Learning.*

*To the extent an employee solicits any furniture or equipment, the employee shall work with their Principal to secure the prior electronic approval of the Purchasing Manager and the Executive Director of Business Services.*

*To the extent an employee solicits any facility upgrades, the employee shall work with their Principal to secure the prior electronic approval of the Director of Buildings & Grounds and the Executive Director of Administration.*

The Board agreed to move this policy forward for approval at the next meeting.

## **10. REQUEST FOR FUTURE AGENDA ITEMS**

There were no requests for future agenda items.

## **11. ADJOURN**

Chris Hambuch-Boyle moved, second by Charles Vue, to adjourn the meeting.

Motion carried.

Yes: Lori Bica, Chris Hambuch-Boyle, Joe Luginbill, Charles Vue

Meeting adjourned at 9:30 p.m.