

Eau Claire Board of Education

Monday, August 15, 2016

Generated by Patti Iverson

Members present

Carolyn Barstad, Kathryn P Duax, Jennifer Fager, Chris Hambuch-Boyle, Joe Luginbill, and Charles Vue

Member absent

Aaron Harder

1. REGULAR MEETING - CALL TO ORDER

Following the Pledge of Allegiance, President Hambuch-Boyle called the meeting to order at 7:05 p.m. Board Secretary Patti Iverson confirmed that the meeting had been properly noticed and was in compliance with the Open Meeting Law.

2. PUBLIC FORUM

James Karker of the Memorial Choir Boosters spoke about a recent article in the *Leader Telegram* that talked about issues related to the vocal music program, which has resulted in turnover of choir teachers. It also addressed the impact on students and future endeavors in music. The article mentioned that counselors discourage students from taking fine art courses, and he asked that this be investigated. He felt that music programs are more important than people realize, and he asked that the boosters be allowed to work with administration to address some of these issues.

John Jungbluth, co-president of the Memorial Choir Boosters, reminded the Board that there is still just one teacher to manage the Memorial Choir Program. He thanked several staff members who have assisted the boosters in supporting the program. He said the boosters have provided financial assistance for the program, and they remain committed to assist the Board in any reasonable and sustainable method to foster partnerships in the community.

3. BOARD/ADMINISTRATIVE REPORTS

3.1 Superintendent's Report

Dr. Hardebeck reviewed the Board's upcoming calendar of events.

She shared information on partnerships that have been taking place. The District has partnered with Chippewa Valley Technical College (CVTC) for summer programming for high school students for information technology and computer hardware courses. Students who complete the program will receive certification from CVTC. These programs are meeting employment demands in the area. There will be continued dialogue with CVTC to investigate further partnerships to allow students to start a certification program at CVTC during the summer. These

programs comport with the Board's goal of making sure students are prepared for post-secondary success. For 2016-17 a partnership has been established to allow students to be certified in the emergency medical certification program so they would be eligible for EMT employment. There are ongoing transcribed credit agreements and work is taking place to establish a health care academy. Administration has begun conversations to explore further partnerships in the areas of business, family and consumer sciences, and technical education. These are areas that have been identified as hard to fill in Wisconsin.

Dr. Hardebeck said that another successful partnership has taken place at Chippewa Valley Montessori Charter School to create a new playground. Principal Todd Johnson and parent, Blenda Yun, talked about how they transformed the neighborhood by raising money for new playground equipment. The project began four years ago. Buildings and grounds staff designed a playground that reduced the barriers by creating a playground that works for their neighborhood. Pictures of the project were shared.

Blenda Yun said they raised over \$15,000 from friends and family, the parent group had fundraisers and raised \$19,780, they received \$5,800 from local businesses, and received \$40,000 from Scheels and \$13,000 from Mayo Clinic.

Dr. Hardebeck said that a leadership retreat was held last week, which focused on collaboration and the role it plays for student achievement. In addition, the District welcomed 118 new teachers as part of the new teacher orientation. Dr. Hardebeck thanked Kay Marks and her team for a job well done.

3.2 Board President's Report

President Hambuch-Boyle gave the following report:

- On Monday August 8, there was a 2nd meeting of the Superintendent, Board Presidents and Vice Presidents from Altoona, Chippewa Falls and Eau Claire school districts. The group has been discussing how the districts can work with legislators to connect them to what their public schools were all about and the impact on dwindling budgets. The thought of having a larger voice from the Chippewa Valley is being developed. Eau Claire, Chippewa and Altoona will work together on resolutions and coordinated messages to be sent to our legislators, Governor, Chamber, UWEC and CVTC. The major topic at the last meeting was about public school funding. The group discussed three suggestions for funding relief: Tony Evers' Fair Funding Formula, Kathleen Vinehout's alternate state budget that funds public schools by repositioning how money is spent in the state, and "A Penny for Kids" campaign that would call for a statewide one-cent per-dollar increase in the sales tax.
- On August 9th took the District offering called *Courage to Teach: Courage and Resilience for Educators*. It is good that the District can provide this opportunity for staff free of charge.
- The ECASD documentary "Road to Referendum" is coming along nicely, and Emmy award winning videographer and story teller Steve Betchkal is nearly

finished with the script. The group is doing fund raising to help pay for the project.

- Anyone interested in helping out for a successful referendum were asked to connect with Board members. She thanked those who have been engaged in the journey so far.
- The Support Eau Claire Public Schools group will meet on September 8th at Lazy Monk at 7 p.m.
- The Board will hold an orientation session on Monday, August 22 from 4:00 to 7:00 p.m.

4. OTHER REPORTS

4.1 Board Committee Reports

The Policy & Governance Committee met and asked administration to update administrative rules regarding individual group disturbances. They also discussed policy changes on student discipline and restorative programming, which will be brought to the Board on September 12th. Modifications were made to Policy 225 regarding the superintendent evaluation as well as Policy 171.2 for agenda preparation. At their next meeting the group will discuss student discipline and sex trafficking abuse.

The LEAP Committee met and reflected on their first year of the Innovation Zone Program and made some tweaks to the plan. A draft set of rules were created for the committee, which will be vetted through the executive team. The group will be hosting the *Race to Nowhere* viewings and will invite colleagues from neighboring school districts, CVTC, and UWEC. A focus area for LEAP is to share its purpose with broader districts and the community.

The Demographic Trends & Facility Planning Committee will meet on August 18th at 4:30 p.m. at McKinley Charter School. They will tour the facility and grounds and will discuss facility improvements for McKinley. In addition, they will hear an update on the study for Roosevelt and potential building upgrades.

4.2 Legislative Update

Joe Luginbill said that the Department of Education is collecting input from school board members on educational technical assistance needs. Input will aid them in the formation of recommendations they make as an agency. The WASB legislative seminar will be October 13th and 14th in Wisconsin Dells, and it will feature school law attorneys and other policy experts.

Mr. Luginbill said the deadline for submitting resolutions to WASB for the Delegate Assembly is September 15th. Local school boards draft and approve resolutions, which are then forwarded to WASB. WASB decides what will move to the full assembly in January. Mr. Luginbill said that he and President Hambuch-Boyle wrote two draft resolutions for consideration regarding public education funding and a collaborative educational climate. If anyone else wants to write a resolution, they

should send it to President Hambuch-Boyle so it can be included on the September 12th Board agenda for consideration. The two drafts will also be on that agenda as Individually Considered Resolutions.

5. CONSENT RESOLUTION AGENDA

Motion by Kathryn P Duax, second by Joe Luginbill, to approve the following consent resolution items:

- Minutes of August 1, 2016
- Minutes of Closed Session - August 1, 2016
- Human Resources- Employment Report
- 2015-16 Budget Adjustments
- Gifts in the amount of \$3,728.05 for the period of July 1, 2016 through July 31, 2016
- Payment of all bills in the amount of \$8,660,466.69 and net payroll in the amount of \$3,013,807.04 for the period of July 1, 2016 through July 31, 2016

Motion carried

Yes: Carolyn Barstad, Kathryn P Duax, Jennifer Fager, Chris Hambuch-Boyle, Joe Luginbill, Charles Vue

6. INDIVIDUALLY CONSIDERED RESOLUTION(S)

Revisions to Policy 171.2 - Agenda Preparation

Joe Luginbill reviewed the changes that were made to Policy 171.2. It was suggested that a modification be made to the first sentence as follows: "The School Board President, Vice President, Superintendent and Board Secretary shall work collaboratively to prepare the agendas for regular and special meetings of the School Board."

Motion by Joe Luginbill, second by Charles Vue, to approve revisions to Policy 171.2 - Agenda Preparation as amended.

Motion carried

Yes: Carolyn Barstad, Kathryn P Duax, Jennifer Fager, Chris Hambuch-Boyle, Joe Luginbill, Charles Vue

Reappointment of Board Clerk

President Hambuch-Boyle said that she received a resignation for the Board Clerk position from current Board Clerk Carolyn Barstad. She said she would appoint Kathryn Duax as the new Board Clerk.

Motion by Jennifer Fager, second by Charles Vue, to appoint Kathryn Duax as Board Clerk.

Motion carried

Yes: Carolyn Barstad, Kathryn P Duax, Jennifer Fager, Chris Hambuch-Boyle, Joe Luginbill, Charles Vue.

Revisions to Policy 225 - Evaluation of Superintendent

Since the first reading on August 1, 2016, additional modifications were brought forward for Policy 225 – Evaluation of Superintendent. Joe Luginbill shared a second reading of this policy with the new updates.

The evaluation of the Superintendent shall be conducted under objective procedures and standards. The evaluation shall be based on the Superintendent's execution of his/her roles and responsibilities as outlined in the job description, progress towards meeting the annual goals and objectives set in collaboration with the Board of Education as part of its on-going strategic planning process, and criteria identified in the approved evaluation documents.

1. The Board shall identify and approve a timeline for the formal evaluation to review the performance of the Superintendent on an annual basis. The following dates will be included: a date for the Superintendent goal setting and adoption of goals in February, a date for an interim progress report from the Superintendent in July, and a date for the formal evaluation to be completed in December.
2. The Board shall approve the evaluation document which will include a defined rating system, a space for written comments, and a list of the annual goals. This will serve as a worksheet for the Board's composite evaluation.
3. A 360-degree evaluation tool may be used with input from the Superintendent evaluation process. Using the information contained in that tool, the Superintendent and Board shall identify leadership goals. The Board and Superintendent shall decide which groups will be surveyed and define the questions of the survey.
4. At the Board's discretion, the Superintendent may submit a self-evaluation or other information that addresses the performance standards in the job description, annual goals, and to respond to the previous evaluation's recommendations for improvement. This shall be presented as a formal report to the Board of Education.
5. Each Board member shall have the opportunity to complete a review of the Superintendent based on the criteria established under this policy. The Board shall consider individual Board member reviews and shall discuss and complete the Board's evaluation of the Superintendent in closed session. The Board's final written evaluation of the Superintendent shall be presented to the Superintendent.
6. The Board's final evaluation shall be signed by the Board President and attested by the Board Clerk and shall be filed in the Human Resources Office, with the Superintendent, and with the Board Clerk.

Motion by Kathryn P Duax, second by Carolyn Barstad, to approve revisions to Policy 225 - Evaluation of Superintendent.

Motion carried

Yes: Carolyn Barstad, Kathryn P Duax, Jennifer Fager, Chris Hambuch-Boyle, Joe Luginbill, Charles Vue

Resolution Authorizing the School District Budget to Exceed Revenue Limit by \$5,860,000 per Year for Fifteen Years for Non-Recurring Purposes

Motion by Jennifer Fager, second by Charles Vue, to approve the resolution authorizing the School District budget to exceed revenue limit by \$5,860,000 per year for fifteen years for non-recurring purposes.

Motion carried

Yes: Carolyn Barstad, Kathryn P Duax, Jennifer Fager, Chris Hambuch-Boyle, Joe Luginbill, Charles Vue

Resolution Providing for a Referendum Election on the Question of the Approval of a Resolution Authorizing the School District Budget to Exceed Revenue Limit by \$5,860,000 per Year for Fifteen Years for Non-Recurring Purposes

Motion by Joe Luginbill, second by Jennifer Fager, to approve the resolution providing for a referendum election on the question of the approval of a resolution authorizing the School District budget to exceed revenue limit by \$5,860,000 per year for fifteen years for non-recurring purposes.

Motion carried

Yes: Carolyn Barstad, Kathryn P Duax, Jennifer Fager, Chris Hambuch-Boyle, Joe Luginbill, Charles Vue

7. ADJOURN TO COMMITTEE/WORK SESSION

8. COMMITTEE REPORTS/ITEMS FOR DISCUSSION

8.1 Referendum Informational Materials

Superintendent Hardebeck said the District will use a four-prong approach to disseminate referendum informational materials.

- Develop action plans and materials to publicize the needs of the District and its outcome on the community.
- Develop presentations for key spokespersons for the District to deliver to the public.
- Link presentations to the District web page for viewing.
- Connect with community leaders and organizations in the community that share similar missions and rely on the support of ECASD to help them achieve their goals.

A Referendum Fact Sheet was developed about what is included in the referendum project, which was shared with the Board. In addition, a similar document was developed that would be wallet sized that could also be used.

Abby Johnson, Executive Director of Business Services, explained some modifications that would be made for the building check list. She will also include an explanation about the projects in the FAQ list that will be available on the website.

There was a request that a separate flyer be drafted regarding needs at Roosevelt and South, which the Board decided not to include in the November 2016 referendum. Some Board members felt it was imperative that this message get out to staff in those buildings so they can also share that information with their school community.

Dr. Hardebeck explained that District funds can be used to provide facts and information to the electorate and can say, "Vote on November 8, 2016." Funds cannot be used to promote a yes vote or to create promotional materials. She added that District administration cannot engage in promotional activities during the work day but can serve as sources of information. They can speak with community groups and provide information about District needs but cannot advocate for the referendum. Board members can seek endorsements, advocate and can speak freely in favor of or against the referendum as an individual.

Board members asked that information be developed that would explain the use of working capital if the referendum was not successful. It would also give details on severe cuts that would have to be made in the future without the passage of a referendum.

It was pointed out that the Support Eau Claire Public Schools Committee has also been working on marketing materials and fund raising.

Board members were pleased with the promotional materials.

Community Input

Ben Holman lives in the Roosevelt area and he said he would like to know how the decision about Roosevelt progressed from being included in the referendum to where it is now. He also recommended that the District use median home values to show taxpayers what they would expect to pay or perhaps compare what they are currently paying and what they could expect to pay if the referendum passes.

8.2 Focus Group Feedback from Staff Engagement Survey

Michelle Radtke, Director of Assessment, said that every other year employees are surveyed to explore their views of the District and their working conditions. During alternate years, school leadership teams meet with staff members to review the findings and brainstorm topics for future focus groups. Ms. Radtke shared the summaries of those focus group discussions.

Focus groups were conducted in February 2016 by *K12 Insight*. They analyzed discussion notes to identify themes across all focus groups. Those common themes

included professional growth, influence, feedback and recognition, and time. Using those notes, *K12 Insight* made the following recommendations:

- Professional Growth: Provide more opportunities for employees to collaborate outside of their building/department, including learning from others outside of the District.
- Influence: Have District and building leaders shadow a classroom teacher, custodian, cook, etc., for a day so they better understand the joys and challenges associated with those positions.
- Feedback and Recognition: Evaluate the implementation of the new Educator Effectiveness model to ensure feedback from principals is personal and individualized and explore adding a peer-to-peer feedback component.
- Time: Ensure school-based employees have a voice selecting new initiatives and how they are implemented.

8.3 Annual Report on Early Learning

Heidi White, Director of Early Learning and Prairie Ridge Early Learning School Principal, shared the Annual Report on Early Learning. She reviewed the Program Improvement Plan and highlighted work and progress made on goals from the 2015-2016 school year.

There continue to be many successful programs to connect with families including a booster seat safety training in three languages, Love and Logic parent training in English and Spanish, Safety Night in collaboration with EC Police & Fire Departments, 16 children graduating from the Parent Child Home Program, and monthly playground sessions. In addition, they became certified as a Parent Child Home Program site.

Ms. White reviewed the work of the Fight Against Hunger Committee. They have given out 40,000 pounds of food and 165 crockpots since 2013.

Ms. White explained the curriculum adoption process, which will roll out on August 30th. There was in-depth professional development in each of the areas of early mathematics, book study, and materials aligned with TSG objectives. Conscious Discipline is a way of thinking that looks at brain development and helps kids gain self-regulation tools. They will implement parts of this in monthly professional development sessions.

Some next steps for staff include formalizing the Tier II processes for behavior and academics, studying compensation for EC4T teachers, planning for full-day programming if the Head Start Duration Grant application is successful, and monitoring the Early Learning School Improvement Plan.

8.4 Appeals Process and Reclassification Process

Kay Marks, Executive Director of Human Resources, acknowledged the work of the Employee Relations Committee (ERC) to come together to develop an appeals process and reclassification process for the Board's consideration.

Appeals Process

The appeals process would be for current ECASD employees who were hired and working before July 1, 2016. This would be a one-time opportunity for those employees to appeal their transition onto the new salary schedule. Within the next two weeks, all employees will have received their transition letters. The Budget Development Committee gave clear guidance that employees could appeal placement on the schedule if they feel steps were omitted or miscalculated. Employees cannot appeal that their placement on the new schedule is less than they feel they deserve or what they consider unfair in comparison to other employees.

Ms. Marks shared the timelines for implementing this process and the appeal form that would need to be completed by employees. The necessary paperwork would need to be submitted by October 14, 2016. A Screening Committee, comprised of members from the Human Resources and Payroll Departments, will review the documents to determine if the request for appeal is valid. If a valid request for appeal is determined, the Screening Committee will present the appeal to the Transition Committee for consideration. These two groups together will be considered the Appeals Committee. The decision of the Appeals Committee will be communicated in writing to employees no later than November 14, 2016. This timeframe will allow for any necessary retro pay to be distributed within the 2016 tax year. The decision of the Appeals Committee is final.

Board members thought this was a thorough and good process for appeals and agreed to bring it forward for Board approval.

Reclassification Process

Ms. Marks reviewed the Reclassification Process that was drafted by the ERC. The reclassification process is for employees within any position to work together as a group to present information/data supporting the need for their position to be reclassified to a higher salary grade. Reclassifying a position cannot reward an employee for a special assignment, excellent job performance, or length of employment and must not address pay inequities or volume of work. She noted that "positions, not people," are reclassified.

Ms. Marks shared reclassification criteria, two analysis/review areas, and steps required to initiate a request for the Board to consider. It was recommended that the decision of the Reclassification Committee would be final.

There was discussion about who should make the final decision and whether or not the Board should be involved. Some felt that if there was a financial component, it should come to the Board. Or that a threshold be established and if the cost is over that threshold to approve the reclassification, it would come to the Board. Others felt all denials should come to the Board and that the Board would have the final decision. It was also suggested that the decisions with a financial impact should go through the Budget Development Committee. If that committee felt it should go to the whole Board, it could be brought forward.

Ms. Marks said she could provide a report to the Board indicating the positions that came up for reclassification and what would be brought forward. She was concerned that staff whose classifications were denied would contact Board members to rally them and make their case if the final decision isn't made by the Reclassification Committee. Another concern was the possibility that the Reclassification Committee approves the request and then the Board (or Budget Development Committee) decides there isn't money available to pay for it.

Mark Goings wondered if a group goes to reclassification this year and are put in the wrong spot, why would they have to wait until July 1 the following year to pay them appropriately?

Budget Development was asked to look at language that could be written regarding Board involvement in these requests.

8.5 Discussion & Possible First Reading of Policy 110 - Mission and Beliefs of the ECASD

A draft policy of revisions to Policy 110 – Mission and Beliefs of the ECASD was shared. It was noted that this policy hadn't been updated since the Board adopted its Strategic Plan and made changes to the District's mission, vision, slogan, and District values.

Some felt there should be consistency in communicating these statements throughout the District. This could include some guidelines to foster what the District feels is important. The values shared in the buildings must reflect what the District values. All staff should know the District's mission, vision, and slogan. Board members talked about operationalizing this and how that would look across the District.

After discussing, the Board suggested that the 13 belief statements be taken out of the policy. The mission, vision, and slogan would still be included and in addition, the core values would be added along with their definitions.

The Board asked that this policy be brought back to committee to review it.

8.6 Discussion & Possible First Reading of Policy 332 - Learning Environments and Programming (LEAP) Committee

A first reading of Policy 332 – Learning Environments and Programming (LEAP) Committee was shared:

The Learning Environments and Partnerships (LEAP) Committee, chaired by a School Board member with the Executive Director of Administration serving as the liaison to the committee, is charged with the development of a structure to initiate, monitor, and sustain Innovation Zones. This committee shall include two Board members and others as determined by the Board of Education, the committee, and the Superintendent.

This committee shall provide guidance and recommendations to the School Board relating to its role as authorizer of current and future ECASD Charter/Choice Schools and Programs. This will encourage innovation, which could increase our ability to provide diverse programming and methodologies. Through this investigation and advisement the committee will support the increase in student readiness for, and success in, ECASD programming and post-secondary options.

The Eau Claire Area School District (ECASD) shall consider the establishment of innovative schools and programs (Innovation Zones). The establishment and implementation of Innovation Zones will assist the Board in accomplishing the goals outlined in the Strategic Plan.

- **Innovation** includes, but is not limited to, approaches to curriculum, instruction, staffing, school organization and calendar, learning and achievement metrics, family/community partnerships, use of technology, and other strategies not typically associated with conventional educational programming.
- **Innovation Zones** are spaces, cultures, and methodologies that are created and maintained for a specified period of time to afford staff a level of independence, authority, and incentive to pursue educational innovation free from undue barriers or interference, while being held accountable to defined achievement results.

While Innovation Zones are independent and separate from the conventional program, they shall be established and sustained in a positive climate of collaboration among all entities of the ECASD. Innovation Zones shall meet state and federal educational requirements and be fiscally responsible. An ongoing review process for improvement will be defined in the rules. Innovation Zone proposals shall meet all the criteria of a Performance Agreement, as specified in the administrative rules, and shall be approved by the Board.

The Board of Education will review this policy at least annually for five years after enactment.

The Board agreed to move this forward on the consent agenda at the next meeting.

9. WORK SESSION

9.1 Referendum Planning

Board members agreed that the Work Session was not necessary but they will have a Work Session before the next Board meeting to touch base on referendum planning.

10. REQUEST FOR FUTURE AGENDA ITEMS

There was a request for a written report on any ongoing work and reexamination of the District's attendance boundaries for elementary schools. In addition, there were requests for Committee Reports on the District's increment system and to discuss FTE needs in the high school choir program.

11. ADJOURN

Joe Luginbill moved, second by Kathryn Duax, to adjourn meeting.

Motion carried.

Yes: Carolyn Barstad, Kathryn P Duax, Jennifer Fager, Chris Hambuch-Boyle, Joe Luginbill, Charles Vue

Meeting adjourned at 10:29 p.m.