



SCHOOL DISTRICT OF MILTON
Milton, Wisconsin

BOARD OF EDUCATION MEETING AGENDA

Monday, December 12, 2016

District Office Professional Development Center – 6:00 PM (Please note time change)

- I. Approval of Agenda
- II. Approval of Minutes
- III. Approval of Vouchers
- IV. Public Comment
- V. Student Council Report
- VI. Human Resources Committee Report – Betsy Lubke
 - A. Substitute Teacher Rates
 - B. Long-Term Care Benefit Plan
Discussion and Possible Approval of Addendum to Administrative Contracts (Removal of Long-Term Care Benefit)
- VII. Miscellaneous
 - A. Staffing
 - B. Gifts and Donations
 - C. Meeting Dates

COMMUNITY LISTENING SESSION – 6:30 PM

This meeting notice may be supplemented in order to comply with Wisconsin's open meetings law. If this notice is supplemented, the final notice will be posted and provided to the media no later than 24 hours prior to this meeting or no later than 2 hours prior to the meeting, in the event of an emergency.

SCHOOL DISTRICT OF MILTON
Milton, Wisconsin

BOARD OF EDUCATION MEETING MINUTES
Monday, November 28, 2016
District Office

Board President, Jon Cruzan, called the meeting to order at 6:32 p.m. Board members present: Bob Cullen, Don Vruwink, Tom Westrick, Shelly Crull-Hanke and Karen Hall. Absent: Betsy Lubke. Student representatives present: Marci Mitchell-Hallett and Sean Harvatine.

I. Approval of Agenda

A motion was made by Bob Cullen and seconded by Tom Westrick to approve the agenda as presented. Motion carried.

II. Approval of Minutes

A motion was made by Don Vruwink and seconded by Karen Hall to approve the minutes for the regular meeting held on November 14, 2016 as presented. Motion carried.

III. Approval of Vouchers

A motion was made by Tom Westrick and seconded by Don Vruwink to approve Bank of Milton vouchers totaling \$166,261.38 representing Funds 10, 20, 50, 80, and 90. Motion carried.

IV. Public Comment

V. Student Council Report

VI. Red Hawk Recognition

VII. Legislative Issues

VIII. Strategic Planning Committee Report – Jon Cruzan

- A. November 2016 Referendum Review and Discussion of Next Steps
- B. Strategic Plan Update

IX. Discussion and Possible Approval of 2017-18 Budget Development and Management Calendar

A motion was made by Tom Westrick and seconded by Karen Hall to approve the 2017-18 Budget Development and Management Calendar as presented. Motion carried.

X. Discussion and Possible Approval of 2016-17 Open Enrollment Alternative Applications

A motion was made by Bob Cullen and seconded by Tom Westrick to approve the 2016-17 open enrollment alternative applications as presented. Motion carried.

XI. Spring 2017 School Board Election

XII. Miscellaneous

A. Staffing

A motion was made by Tom Westrick and seconded by Don Vruwink to approve the staffing report as presented; including the resignations of Trista Seeman and Amy Hageman. Motion carried.

B. Gifts & Donations

A motion was made by Bob Cullen and seconded by Tom Westrick to accept the following gifts and donations with gratitude:

Rock Paint/Handy Art	\$250.00	MHS – NAHS
Jan Bue-Wells	\$35.00	MHS Forensics
Bank of Milton	\$50.00	MHS Interact-Teen Gift Drive
Target – Gift Card	\$50.00	MHS Interact-Teen Gift Drive
Parkview Café	\$25.00	MHS Interact-Teen Gift Drive
Dave’s Ace Hardware	\$50.00	MHS Interact-Teen Gift Drive
Addie Water Systems	\$100.00	MHS Interact-Teen Gift Drive
First Community Bank	\$50.00	MHS Interact-Teen Gift Drive
Northleaf Winery	\$25.00	MHS Interact-Teen Gift Drive
Walmart – Gift Card	\$50.00	MHS Interact-Teen Gift Drive
Woodmans – Gift Card	\$25.00	MHS CARITAS for Children
Thrivent Insurance – Gift Card	\$200.00	MHS CARITAS for Children
Impact Confections	\$72.12	MHS CARITAS for Children
Johnson Tractor	\$100.00	MHS Super Mileage Team
Rock Diesel of Milton	\$100.00	MHS Super Mileage Team
TLC Restorations, LLC	\$100.00	MHS Super Mileage Team
John Arndt	\$200.00	MHS Super Mileage Team
Dave’s Ace Hardware	\$200.00	MHS Super Mileage Team
Munoz Family Child Care	\$100.00	MHS Super Mileage Team

BOARD OF EDUCATION MEETING MINUTES

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DRM Transit	\$1,500.00	MHS Tech Ed – 2008 Ford Van
DRM Transit	\$1,500.00	MHS Tech Ed – 2010 Ford Van
Shauna Wessely	\$300.00	MHS Tech Ed – Push Mower
Shauna Wessely	\$1,000.00	MHS Tech Ed – Riding Mower
Syl Groeschl	\$600.00	MHS Cross County Apparel
Jeffrey Kneiart	\$50.00	MHS Boys’ Soccer
Dave’s Ace Hardware	\$100.00	MHS Wrestling Cheer
Michael & Linda Hakala	\$250.00	MHS Wrestling Cheer
TLC Restorations, LLC	\$50.00	MHS Wrestling Cheer
R&W Heating	\$150.00	MHS Wrestling Cheer
Olin’s Auto Service	\$25.00	MHS Wrestling Cheer
Bart’s Auto Repair	\$100.00	MHS Wrestling Cheer
Milton Propane	\$100.00	MHS Wrestling Cheer
Holtz Tax Service	\$100.00	MHS Wrestling Cheer
First Community Bank	\$50.00	MHS Wrestling Cheer
Think Beautiful Nails	\$40.00	MHS Wrestling Cheer
McCann’s Garage	\$100.00	MHS Girls’ Gymnastics
Aaron & Jessica Tremel	\$100.00	MHS Girls’ Gymnastics
Red Zone Pub & Grill	\$100.00	MHS Girls’ Gymnastics
Pelsue Orthodontics	\$100.00	MHS Girls’ Gymnastics
Hammer Chiropractic	\$100.00	MHS Girls’ Gymnastics
Robinson & Prijic	\$100.00	MHS Girls’ Gymnastics
Richter Electric	\$100.00	MHS Girls’ Gymnastics
Venable Farms	\$100.00	MHS Girls’ Gymnastics
Milton Choir Parents	<u>\$12,447.73</u>	MHS Show Choir – Trailer+Detailing, Mics, Amps

TOTAL \$20,944.85

Motion carried.

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C. Meeting Dates

Dec. 2, 2016	Human Resources Committee Meeting	1:00 p.m.	District Office
Dec. 12, 2016	School Board Meeting	6:00 p.m.	District Office-PDC
Dec. 12, 2016	Community Listening Session	6:30 p.m.	District Office-PDC
Dec. 15, 2016	Human Resources Committee Meeting	1:00 p.m.	District Office

A motion was made by Shelly Crull-Hanke and seconded by Tom Westrick to adjourn the meeting at 7:57 p.m. Motion carried. Meeting adjourned.

Minutes approved December 12, 2016

Jon Cruzan
Board President



School District of Milton

*Opportunity · Achievement
Community*

Timothy J. Schigur
District Administrator

Mary Ellen Van Valin
Director of Business Services

Susan L. Probst
Director of Student Service

Heather N. Slosarek
Director of Curriculum & Instruction

Memorandum

To: Timothy J. Schigur, District Administrator
Mary Ellen Van Valin, Director of Business Services
Human Resources Committee
Board of Education

From: Christopher J. Tukiendorf, Human Resources

Date: December 8, 2016

RE: Increase in Substitute Teacher Pay

The School District of Milton last increased the daily substitute teacher rate in fall of 2013. The rate increased at that time from \$93.00 per day to \$100.00 per day. To be able to fund a portion of this increase, the District decreased its long-term substitute rate from \$186.05 per day to \$175.00 per day.

The School District of Milton must be competitive with surrounding districts in order to recruit quality employees and substitutes. When surrounding districts increase their rates (ex. Janesville's new daily rate of \$120.00, effective October 2016), it becomes even more difficult to fill our daily substitute assignments.

The District will make the following changes to the substitute teacher pay rates, effective December 16, 2016:

- Increase the daily rate from **\$100.00 per day to \$125.00 per day**
- Increase the long-term rate (long-term rate becomes effective after 20 consecutive days) from **\$175.00 per day to \$200.00 per day**
- Add a preferred long-term substitute rate of **\$210.00 per day**
[The long-term substitute would be eligible for this rate if they had two prior successful long-term assignments. The building administrator would be asked to complete a short evaluation of the long-term substitute at the end of each long-term assignment. If the substitute has two successful assignments with an overall rating of excellent or good, the substitute would be eligible for the higher rate for their third long-term assignment. The substitute would need to maintain their excellent or good overall status to remain at the higher rate.]

The following costs were based on the number of substitutes needed for the 2015-16 school year, with the new rates applied:

- Daily rate cost : **\$66,312.50 (approximately)**
- Long-term substitute rate cost: **\$13,262.50 (approximately)**
- Preferred long-term substitute rate cost: (Not applicable in 2015-16)
[We currently have three out of 19 active long-term substitute teachers that have had two successful long-term substitute assignments. Those three substitutes would be paid \$210.00 per day for their next long-term substitute teacher assignment upon completion of evaluations from the building principals.]

This memo is informational only, no action is needed.



School District of Milton

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Timothy J. Schigur
District Administrator

Mary Ellen Van Valin
Director of Business Services

Susan L. Probst
Director of Student Service

Heather N. Slosarek
Director of Curriculum & Instruction

Memorandum

To: Timothy J. Schigur, District Administrator
Mary Ellen Van Valin, Director of Business Services
Human Resources Committee
Board of Education

From: Christopher J. Tukiendorf, Human Resources

Date: December 12, 2016

RE: Recommendation on Approval of Addendum to Administrative Contracts
(Removal the Long-Term Care Benefit Plan Provision)

On June 27, 2016, the Board of Education voted to terminate the long-term care benefit plan with WEA Trust (effective December 31, 2016) based on the one-time offer from WEA Trust as presented to the District in spring of 2016.

As part of the process in terminating the long-term care benefit plan, the School District of Milton must update all the administrative contracts and remove language outlined within each contract pertaining solely to the long-term care benefit plan. The District Administrator and Human Resources Department have worked with legal counsel to draft an addendum to all administrative contracts.

Upon approval, the District Administrator and/or Human Resources Department will provide each administrator with an addendum to their current contract.

A recommended motion would be **“to approve the administrative contract addendum with the removal of long-term care benefit plan.”**

Staffing Updates for December 12, 2016

1. Contracts/Letters of Employment:

- Wilson, Nina R. – Social Studies Teacher – Middle School
 - *Long-term Substitute for Alysha Timm - Updated Contract*

2. Resignations:

- Brown, Patrice L. – Instructional Aide – Northside
 - *Effective – December 15, 2016*
- Watson, Jennifer C. – Special Education Aide – Northside
 - *Effective – January 6, 2017*

3. Retirement Notices:

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4. Vacancies Posted, Not Yet Filled:

- Special Education Aide – Middle School
- Special Education Aide - High School
- Special Education Aide – Northside
- Instructional Aide – Northside
- Long-term Substitute Family & Consumer Education – High School
- Reading Teachers (x2) – East and West
- CC Special Ed Teacher – Northside
- Substitute Teachers – District Wide
- Substitute Aides – District Wide

5. Leave of Absence:

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SCHOOL DISTRICT OF MILTON
Milton, Wisconsin

2016-2017 SCHOOL YEAR

GIFTS & DONATIONS FOR BOARD APPROVAL/ACCEPTANCE
Monday, December 12, 2016

<u>From</u>	<u>Amount</u>	<u>For</u>
Consolidated School P.I.E.	\$598.29	Cave of the Mounds Field Trip
North Lima Presbyterian Church	\$150.00	Milton East School Fees Assistance
Studio FX	\$50.00	MHS Wrestling Cheer
Red Rooster	\$25.00	MHS Interact-Teen Gift Drive
Kelli Cameron	\$25.00	MHS Interact-Teen Gift Drive
Pelsue Orthodontics	\$50.00	MHS Interact-Teen Gift Drive
Steve & Julie Quade	\$20.00	MHS Interact-Teen Gift Drive
Scoreboard Bar & Grill	\$50.00	MHS Interact-Teen Gift Drive
Hammer Chiropractic	\$25.00	MHS Interact-Teen Gift Drive
Susan Bartolotta	\$100.00	MHS Interact-Teen Gift Drive
Janesville Noon Rotary	\$100.00	MHS Interact-Teen Gift Drive
Toyota	\$50.00	MHS Interact-Teen Gift Drive
Donna Curley	\$25.00	MHS Interact-Teen Gift Drive
Shumway Appliance	\$75.00	MHS Gymnastics
Addie Water Systems	\$100.00	MHS Gymnastics
Timothy & Angela Rigg	\$100.00	MHS Gymnastics
Lance Kenyon Enterprises	\$100.00	MHS Gymnastics
Badger Property Investments, LLC	\$100.00	MHS Gymnastics
Auto Spa, LLC of Milton	\$100.00	MHS Gymnastics

SCHOOL DISTRICT OF MILTON
Milton, Wisconsin

2016-2017 SCHOOL YEAR

Mulligan's	\$100.00	MHS Gymnastics
Mallon Enterprises	\$100.00	MHS Gymnastics
Diamond Center	\$100.00	MHS Gymnastics
5-6-7-8 Dance Studio	\$100.00	MHS Gymnastics
T & T Companies	\$100.00	MHS Gymnastics
Dave's Ace Hardware	\$100.00	MHS High Mileage Vehicle
Milton Soccer Club	<u>\$2,000.00</u>	Soccer Fields
TOTAL	\$4,443.29	
