



SCHOOL DISTRICT OF MILTON
Milton, Wisconsin

SCHOOL SAFETY INFORMATIONAL MEETING

April 24, 2017 at 6:00 PM

School District of Milton
448 E. High Street
Milton, WI 53563

Members of the School District of Milton Board of Education will be in attendance on Monday, April 24, 2017, from 6:00 to 6:30 p.m. to attend a presentation on school safety.

This presentation is separate from the regular Board meeting and no actions will be taken.

The potential exists for a quorum of Board members to be in attendance at this event. There will be no actions taken by the Board at this event.

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 AGENDA

Monday, April 24, 2017

District Office Professional Development Center – 6:30 PM

- I. Oath of Office – Karen Hall, Brian Kvapil and Tom Westrick
- II. Election of Board Officers and CESA 2 Delegate
- III. Approval of Agenda
- IV. Approval of Minutes
- V. Approval of Vouchers
- VI. Public Comment
- VII. Student Council Report
- VIII. Legislative Issues
- IX. Assistive Technology – Kris Sundlin
- X. Discussion and Possible Approval of Hockey Cooperative Team Agreement with Fort Atkinson
- XI. Human Resources and Finance Committees Report – Betsy Lubke/Bob Cullen
 - A. Update on Fiscal Impact of 2017-18 Teacher Compensation
 - B. Discussion and Possible Approval of 2017-18 Support Staff Wages
- XII. Discussion and Possible Approval of 2016-17 Open Enrollment Alternative Applications
- XIII. Miscellaneous
 - A. Staffing
 - B. Gifts and Donations
 - C. Meeting Dates

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SCHOOL DISTRICT OF MILTON
Milton, Wisconsin

BOARD OF EDUCATION MEETING MINUTES

Monday, March 27, 2017

District Office

Board President, Jon Cruzan, called the meeting to order at 6:30 p.m. Board members present: Bob Cullen, Betsy Lubke, Tom Westrick, Don Vruwink, Karen Hall and Shelly Crull-Hanke. Absent: None. Student representative present: Sean Harvatine.

I. Approval of Agenda

A motion was made by Bob Cullen and seconded by Tom Westrick to approve the agenda with the removal of item VII. Referendum Update. Motion carried.

II. Approval of Minutes

A motion was made by Tom Westrick and seconded by Karen Hall to approve the minutes for the regular meeting held on March 13, 2017 as presented. Motion carried.

III. Approval of Vouchers

A motion was made by Tom Westrick and seconded by Karen Hall to approve the Bank of Milton vouchers totaling \$408,133.20 representing Funds 10, 20, 50, 80, and 90. Motion carried.

IV. Public Comment

V. Student Council Report

VI. Legislative Issues

~~VII. Referendum Update (removed)~~

VIII. MRec Update – Lance Knudsen

IX. Human Resources Committee Report – Betsy Lubke

A. Negotiations with Milton Education Association (MEA)

X. Discussion and Possible Approval of 2017-18 Milton Education Association (MEA) Master Agreement

A motion was made by Betsy Lubke and seconded by Don Vruwink to approve the 2017-18 Milton Education Association (MEA) Master Agreement as presented. Motion carried.

XI. Miscellaneous

A. Staffing

A motion was made by Tom Westrick and seconded by Betsy Lubke to approve the staffing report as presented; including a contract/letter of employment for Georgianne Van Acker, Laura Boettcher, Helen Grogan, Cheryl Mortensen and Maria Bjugstad; the resignation of Laura Jennaro; and the retirement of Rhonda Demos. Motion carried.

BOARD OF EDUCATION MEETING MINUTES

Monday, March 27, 2017

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B. Gifts & Donations

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

MHS Baseball Booster Club	\$4,468.00	MHS Baseball Scoreboard
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Motion carried.

C. Meeting Dates

Apr. 7, 2017	Human Resources/Finance Committee Meeting	1:00 p.m.	District Office
Apr. 10-14, 2017	Spring Break		
Apr. 24, 2017	School Board Meeting	6:30 p.m.	District Office-PDC

A motion was made by Betsy Lubke and seconded by Don Vruwink to adjourn the meeting at 6:58 p.m.
Motion carried. Meeting adjourned

Minutes approved April 24, 2017

Jon Cruzan
Board President



Milton High School

114 West High Street • Milton, Wisconsin • 53563 • (608) 868-9300

MEMORANDUM

TO: Tim Schigur, District Administrator
Board of Education

FROM: Brian Hammil, Activities Director

DATE: April 24, 2017

RE: Hockey Cooperative Team Agreement with Fort Atkinson

The hockey program in Milton will be entering its fourth year. We have been a varsity only team. Although our numbers should gradually increase, we have been playing many 9th graders on the varsity team. Adding Fort Atkinson to the hockey program will allow their kids to play and should provide us with enough players to have a JV team for safety and development.

Co-ops are designed to help build programs – to get them started and to help them continue to develop into safe and successful programs. Milton will benefit in the long run if we are able to establish some JV games within our schedule, giving kids a chance to play at the level that best matches their skills. This makes it safe for our players and gives them the chance to develop and improve for varsity competition as they get older.

A suggested motion would be: **"to approve the hockey cooperative team agreement with Fort Atkinson as presented."**

Thank you for your consideration.



J. Jeremiah Bilhorn
Principal

Dr. Randy J. Bartels
Associate Principal
Teaching and Learning

Tara K. Huber
Associate Principal
Student Services

Brian C. Hammil
Activities Director



Wisconsin Interscholastic Athletic Association
5516 Vern Holmes Drive
Stevens Point, WI 54482-8833
Phone (715) 344-8580 Fax (715) 344-4241

APPLICATION FOR NEW COOPERATIVE TEAM SPONSORSHIP

Section 11 of Article VI - The Board of Control has authority to approve cooperative team sponsorship (one team in a given sport involving two or more member schools) under the following conditions:

1. The schools involved must be in the same geographical area.
2. The agreement for a cooperative team must specify two school years, but that agreement may be terminated by the Board of Control for documented extenuating circumstances.
3. Applications for initial approval, or renewal of approval of a cooperative team, must include a completed and signed cooperative team request form, reflecting:
 - a. Approval of involved schools.
 - b. Approval of involved board(s) of education or governing body.
 - c. Approval of conference in which the cooperative team will participate
 - d. The program will adhere to a 'no-cut' policy.

Note: Board of Control and conference approval is not required for nonvarsity cooperative teams.

4. Total enrollment of schools involved in cooperative team will determine classification of competition in WIAA tournament series.
5. Requests, for approval or dissolution, must meet the following deadline dates to be considered for the subsequent school year:

FALL SPORTS - February 1, 2017

WINTER SPORTS - April 3, 2017

SPRING/SUMMER SPORTS - June 1, 2017

1. We are applying for cooperative sponsorship in Hockey for the school years of 2017-18 and 2018-19.
(sport)
 Boys Girls (Please choose only one.) (For football please note 8-player or 11-player football.)
2. Contact School (WIAA contact, where materials are sent, etc.) Milton High School

LIST SCHOOLS INVOLVED IN CO-OP

Milton H.S. _____
Fort Atkinson H.S. _____

3. By our signatures we agree we have, as a school administration and school board, reviewed and discussed the items indicated on this form.
 We further confirm that our school district will provide the same level of institutional oversight to this program as to other sports sponsored by our district. In addition, we acknowledge that any monetary funds provided to us by outside sources will be handled according to district policies. Parent support groups, etc., shall not be involved in paying program expenses directly.

List Schools in Co-op	Signature of Board of Education or Governing Body President	Signature of District Administrator
_____	_____	_____
_____	_____	_____
_____	_____	_____

Name of Conference	Signature of Authorized Person Indicating Conference Approval	Conference Position
_____	_____	_____

4. Our request for cooperative sponsorship is based on the following reasons:

Milton will be entering its 4th year as a hockey program. We have been a varsity only team. Although our numbers should gradually increase, we have to play a lot of 9th graders. Adding players from Fort allows their kids to play and should allow us to have a JV team for safety & development.

5. The number of students participating at each school involved in this sport has been and is projected as follows:

SCHOOLS IN CO-OP	2-YEARS AGO 2014-15	LAST YEAR 2015-16	THIS YEAR 2016-17	NEXT YEAR 2017-18
<u>Milton</u>	<u>15</u>	<u>17</u>	<u>16</u>	<u>20</u>
<u>Fort Atkinson</u>	<u>—</u>	<u>—</u>	<u>—</u>	<u>1-5</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

6. We have reviewed and considered the following items: (indicate yes or no)

SCHOOL Milton

SCHOOL Fort Atkinson

- Development of lead-up programs
- Attempt to create interest in our own program
- Attempt to solve existing problems in our own program
- We have agreed to application of academic code in the co-op
- We have agreed to application of athletic code in the co-op
- Realization that incoming athletes may displace some of our school's youngsters from starting positions
- Liability insurance coverage
- Coaching salaries
- Contest expenses
- Uniform expenses
- Transportation expenses
- Emergency medical treatment

- Development of lead-up programs
- Attempt to create interest in our own program
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- We have agreed to application of athletic code in the co-op
- Realization that incoming athletes may displace some of our school's youngsters from starting positions
- Liability insurance coverage
- Coaching salaries
- Contest expenses
- Uniform expenses
- Transportation expenses
- Emergency medical treatment

7. The school districts involved in this cooperative program are sharing costs as follows:

Fort Atkinson players @r school would pay the per player % of costs or \$600 fee, whichever is greater.

OFFICIAL ACTION OF WIAA BOARD OF CONTROL

The above request for cooperative team sponsorship is hereby granted. The request covers the school years of 2017-2018 and 2018-2019. The cooperative team sponsorship herein indicated must continue both years. Application must be made again in the event any or all schools are interested in continuing agreement beyond school years indicated.

David Anderson, Executive Director

XI. A - Update on Fiscal Impact of 2017-2018 Teacher Compensation

2017-2018		
Teacher Compensation Costs		

Employees Completed Professional Development Merit	Professional Development Merit Cost (per row)	Professional Development Merit Total Cost
58	\$2,000.00	\$116,000.00

Employees Receiving Masters Stipend	Masters Stipend	Professional Development Merit Total Cost
17	\$3,000.00	\$51,000.00

2017-2018 Salary Increase Breakdown	
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Base Wage/CPI Increase:	\$134,407.16
Successful Evaluation Merit Increase:	\$187,500.00
Professional Development Merit Increase:	\$116,000.00
Master's Degree Stipend Increase:	\$51,000.00

Increased Salary Expense: \$488,907.16

2017-2018 Budgetted Amount: \$500,000.00

Difference \$11,092.84



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 Services

Heather N. Slosarek
Director of Curriculum & Instruction

Memorandum

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

From: Christopher J. Tukiendorf, Human Resources

Date: April 24, 2017

RE: Recommendation on Approval of the 2017-2018 Support Staff Wages

This memo outlines the discussions that were referenced during the April 7, 2017 joint Human Resources and Finance Committees meeting.

The 2017-2018 School District of Milton fiscal budget includes a built-in two and a half percent (2.5%) increase to each support staff wage.

In spring of 2015, the School District of Milton established a more consistent four-year market place salary rotation for support staff. Each year an employee group is chosen and wages are compared with other school districts. The instructional and special education aides were reviewed in 2015-2016 and the administrative assistants were reviewed in 2016-2017. For the 2017-2018 year, the custodial staff was reviewed. Human Resources and Building and Grounds have compared our custodial salaries with other district's custodial wages and would like to propose a \$1.75 increase to the custodial staff and \$1.80 increase to the substitute custodial wages. The approximate total cost for the custodial increases is \$88,728.50 and the substitute custodial impact will be an increase of approximately \$6,032.00.

Upon approval, the Human Resources Department will begin to develop the 2017-2018 support staff letters of employment and letters of requisition and send them to support staff on or before June 7, 2017.

A recommended motion would be **“to approve the 2017-2018 support staff wages as presented.”**

2017-2018 Proposed Custodial Increase

SCHOOL DISTRICT	Groundskeeper Minimum	Groundskeeper Maximum	Maintenance Minimum	Maintenance Maximum	Custodian Minimum	Custodian Maximum	Head Custodian Minimum	Head Custodian Maximum
Beloit - Outsourced	n/a	n/a	n/a	n/a	n/a	n/a	na	n/a
Beloit Turner - only exception is Dir of Bldgs & Grounds	\$14.37	\$17.10	\$14.37	\$17.10	\$14.37	\$17.10	\$14.37	\$17.10
Clinton	\$15.01	\$18.90	\$15.01	\$16.63	\$13.86	\$15.50	n/a	n/a
DeForest	\$17.03	\$19.79	\$19.88	\$25.15	\$15.93	\$18.27	\$17.94	\$21.43
Delavan					\$14.86			
Edgerton	n/a	n/a	\$26.42	\$32.22	\$19.93	\$24.03	\$25.12	\$25.12
Fort Atkinson								
Janesville	n/a	n/a	\$18.37	\$23.34	\$15.50	\$21.43	\$19.94	\$23.16
McFarland	\$17.42	\$21.86	\$20.52	\$26.16	\$15.94	\$20.01	\$17.42	\$21.86
Middleton	\$18.95	\$24.42	\$20.93	\$27.49	\$17.57	\$24.19	\$19.12	\$25.54
MILTON	\$13.29	\$14.03	\$16.40	\$16.40	\$13.79	\$18.33	\$18.00	\$23.58
Monona Grove	\$16.91	\$24.60	\$25.58	\$28.06	\$16.00	\$25.46	\$25.58	\$27.80
Mount Horeb								
New Glarus	n/a	n/a	\$16.18	\$18.28	\$13.58	\$15.68	n/a	n/a
Oregon	\$19.08	\$22.50	\$20.90	\$24.35	\$18.23	\$21.56	\$19.91	\$23.37
Parkview	n/a	n/a	\$16.06	\$18.78	\$12.85	\$15.81	n/a	n/a
Stoughton	\$23.45	\$23.45	\$23.45	\$25.45	\$16.37	\$20.54		
Sun Prairie								
Verona								
Waunakee								
West Allis			\$31.04	\$32.54	\$23.58	\$28.96		
Whitewater			\$17.38	\$18.87	\$14.24	\$15.42	\$16.13	\$17.61
AVERAGES (Does not factor in Milton's hourly amounts)	\$17.78	\$21.58	\$20.44	\$23.89	\$16.19	\$18.93	\$19.50	\$22.55
<i>Proposed Increase:</i>	<i>\$1.75</i>	<i>\$1.75</i>	<i>\$1.75</i>	<i>\$1.75</i>	<i>\$1.75</i>	<i>\$1.75</i>	<i>\$1.75</i>	<i>\$1.75</i>
Milton's increase after proposed increase:	\$15.04	\$15.78	\$18.15	\$18.15	\$15.54	\$20.28	\$19.75	\$25.33
2017-2018 Proposed Custodial Cost								
	\$20,597.76	2.5% increase					support staff % increase	
	\$4,119.55	.5% increase					additional % added	
	\$64,011.19						additional flat amount	
	\$88,728.50	<i>projected 2017-2018 custodial cost</i>						

Staffing Updates for April 24, 2017

1. Contracts/Letters of Employment:

- Van Acker, Georgianne M. – Special Education Teacher – Montessori
 - *New position (formerly independent contractor)*
- Mortensen, Cheryl L. – Family and Consumer Education Teacher – High School - Updated Contract
 - *Long-term Substitute for Brenda Barra*
- Roherty, Kristy R. – Physical Education Teacher – High School
 - *Replacing Margaret M. Hansen*
- Shaver, Blake A. – Computer Science and Mathematics Teacher – High School
 - *Replacing Andrew B. Collins*
- Keef, Jaimie L. – Educational Interpreter – High School – One Year Contract
 - *New Position*
- Bjugstad, Maria L. – 4th Grade Teacher – Northside - Updated Contract
 - *Long-term Substitute for Christopher Kliest*
- Biederwolf, Matthias O. – Principal – Middle School
 - *Replacing Laura K. Jennaro*
- Ackerman, Samantha – Speech and Language Pathologist – Middle School & Northside
 - *Replacing Debra M. Hughes*

2. Resignations:

- Hughes, Debra M. – Speech and Language Pathologist – Middle School & Northside
 - *Effective: April 1, 2017*
- Landphier, Melissa A. – Special Education Aide –Northside
 - *Effective: April 21, 2017*
- Grady, Daniel E. – Principal –West
 - *Effective: June 30, 2017*
- Carlson, Martha J. – Part-time Custodian –Northside
 - *Effective: April 13, 2017*

3. Retirement Notices:

- Jeter, Stephen D. – Social Studies Teacher – Middle School
 - *Effective: June 7, 2017*
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4. Vacancies Posted, Not Yet Filled:

- Intellectual Disabilities (fka Cognitive Disabilities) Special Ed Teacher – Middle School
- Cross-Categorical Special Ed Teacher – Middle School
- Associate Principal – Middle School
- Speech and Language Pathologist – Northside and Middle School
- Curriculum and Instruction Administrative Assistant – District Office
- Substitute Nutrition Team Employees – District Wide
- 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, April 24, 2017

<u>From</u>	<u>Amount</u>	<u>For</u>
Milton East Parents' Group	\$1,400.00	1 st Grade Field Trip
Milton East Parents' Group	\$1,800.00	3 rd Grade Field Trip
American Heart Association/Jump Rope for Heart	\$100.00	Milton West – Playground Balls
P.A.W.S.	\$700.00	P. E. Supplies
Friends of Northside	\$544.00	5 th Grade Civil War Days
Friends of Northside	\$200.00	Ellison Machine Block Letters
Milton Optimists	\$300.00	MHS Drama
Jakob Manogue Memorial Fund	<u>\$2,275.00</u>	MECAS
TOTAL	\$7,319.00	
