



SCHOOL DISTRICT OF MILTON
Milton, Wisconsin

BOARD OF EDUCATION MEETING AGENDA

Monday, July 18, 2016

District Office Professional Development Center – 6:30 PM

- I. Approval of Agenda
- II. Approval of Minutes
- III. Approval of Vouchers
- IV. Public Comment
- V. Discussion and Possible Approval of 2016-17 Milton High School Handbook – Tara Huber
- VI. Discussion and Possible Approval of Dairy and Bakery Bids for 2016-17 – Sheila Price
- VII. Discussion and Possible Approval of Student Academic Standards for the 2016-17 School Year – Heather Slosarek
- VIII. Discussion on Presentation and Recommendation From Facilities Advisory Community Team (FACT) – June 27, 2016
- IX. Discussion and Possible Approval of an Additional Contribution to the Irrevocable Benefit Trust in the Amount of \$111,589.87
- X. Discussion and Possible Action to Draft Referenda Resolutions
- XI. Discussion and Possible Approval of 2016-17 Open Enrollment Alternative Applications
- XII. Miscellaneous
 - A. Staffing
 - B. Gifts and Donations
 - C. Meeting Dates

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, June 27, 2016

District Office

Board President, Jon Cruzan, called the meeting to order at 6:37 p.m. Board members present: Bob Cullen, Betsy Lubke, Tom Westrick, Shelly Crull-Hanke, Karen Hall and Don Vruwink. Absent: None.

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 Betsy Lubke and seconded by Don Vruwink to approve the minutes for the regular meeting held on June 13, 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 \$400,975.92 representing Funds 10, 20, 50, 80, and 90. Voids totaling \$158.34. Motion carried.

IV. Public Comment

V. Legislative Issues

VI. Rock County National Alliance of Mental Illness Services (NAMI) – Lindsay Stevens, President and Patty Slatter, Vice President

VII. Discussion and Possible Approval of 2016-17 School Handbooks (Elementary K-6 and MMS 7-8)

A motion was made by Tom Westrick and seconded by Karen Hall to approve the 2016-17 school handbooks as presented. Motion carried.

VIII. Discussion and Possible Approval of 66:03 Agreement With Clinton and Edgerton for the Continuation of Cooperative Alternative School (MECAS)

A motion was made by Don Vruwink and seconded by Betsy Lubke to approve the 66:03 agreement with Clinton and Edgerton for the continuation of cooperative alternative school (MECAS). Motion carried.

IX. School District of Milton Strategic Plan Update – Learning Outcomes – Heather Slosarek

X. Human Resources Committee Report – Betsy Lubke

A. Discussion and Possible Approval of Termination of WEA Trust Long-Term Care Plan

A motion was made by Betsy Lubke and seconded by Karen Hall to terminate the long-term care benefit plan with WEA Trust, effective December 31, 2016. Motion carried with Don Vruwink abstaining.

BOARD OF EDUCATION MEETING MINUTES

Monday, June 27, 2016

Page 2

- B. Discussion on Policy Revisions
 - NEOLA Section 3000: Professional Staff
 - NEOLA Section 4000: Support Staff

- XI. Presentation From Facilities Advisory Community Team (FACT) – Lesley Hammer
- XII. Presentation and Discussion on Financing Options – Jeff Seeley, Ehlers
- XIII. Miscellaneous

- A. Staffing

A motion was made by Tom Westrick and seconded by Don Vruwink to approve the staffing reports as presented; including new and updated contracts/letter of employment for Amy Kenyon, Matthew Lee, Stacy Skemp, Paula Schmidt, Anna Miller, Michael Roherty and Nicholas Manogue; and the retirement of Marcia Thayer. 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:

P.A.W.S.	\$1,915.00	West Field Trips
Advia Credit Union	<u>\$140.00</u>	Undesignated Donation
Community Advantage Program (CAP)		
	TOTAL	\$2,055.00

Motion carried.

- C. Meeting Dates

July 18, 2016	School Board Meeting	6:30 p.m.	District Office-PDC
TBD	Strategic Planning Committee Meeting	TBD	District Office
Aug. 5, 2016	School Board Meeting	6:30 p.m.	District Office-PDC

A motion was made by Tom Westrick and seconded by Don Vruwink to adjourn the meeting at 9:05 p.m. Motion carried. Meeting adjourned.

Minutes approved July 18, 2016

Jon Cruzan
Board President



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 Pupil Services

Heather N. Slosarek
Director of Curriculum & Instruction

DATE: July 18, 2016

TO: Tim Schigur, District Administrator
School District of Milton Board of Education

FROM: Sheila Price, Nutrition Team Supervisor

RE: Nutrition Team Dairy Request for Proposal Recommendation
for the 2016-2017 School Year

The dairy request for proposal (RFP) was submitted on behalf of the School District of Milton through the Cooperative Educational Service Agency (CESA) 2 Purchasing Program. Pricing was requested from five distributors. Only two distributors provided pricing for Milton. Those distributors included Kemps and Prairie Farms (see attached spreadsheet).

Of the two responding distributors, the total extension for the RFP was as follows: Kemps, \$80,686.80 and Prairie Farms, \$89,672.40, for a difference of \$8,985.60 based on total anticipated volume of milk purchases for the 2016-17 school year.

It is my recommendation to accept the lowest pricing and remain with Kemps for the 2016-17 school year.

2016-17 DAIRY RFP
SDM NUTRITION TEAM

VENDOR	UNITS CHOC	COST PER UNIT	UNITS 1%	COST PER UNIT	UNITS SKIM	COST PER UNIT	TOTAL EXTENSION	
Prairie Farms	381,600	\$ 0.180	75600	\$ 0.181	43200	\$ 0.169		
		\$ 68,688.00		\$ 13,683.60		\$ 7,300.80	\$ 89,672.40	
Kemps	381,600	\$ 0.162	75600	\$ 0.161	43200	\$ 0.155		
		\$ 61,819.20		\$ 12,171.60		\$ 6,696.00	\$ 80,686.80	
						DIFFERENCE FROM LOW BID	\$ 8,985.60	

LOW BID



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Director of Curriculum & Instruction

DATE: July 18, 2016

TO: Tim Schigur, District Administrator
School District of Milton Board of Education

FROM: Sheila Price, Nutrition Team Supervisor

RE: Nutrition Team Bakery Request for Proposal Recommendation
for the 2016-2017 School Year

The bakery request for proposal (RFP) was also submitted on behalf of the School District of Milton through the CESA 2 Purchasing Program. Pricing was requested from three distributors: Alpha Baking Company, Bimbo Bakeries USA, and Pan-O-Gold Baking Company. All three vendors responded with pricing.

In a comparison of the top three items based on volume (see attached spreadsheet), all three bids were within less than \$900.00 of one another. Bimbo Bakeries, USA, which was our supplier for the 2015-16 school year, was low bid at \$9,326.00. Based on the good customer service and product quality offered by Bimbo Bakeries, my recommendation is to remain with them for the upcoming 2016-17 school year.

2016-17 BAKERY RFP
SDM NUTRITION TEAM

VENDOR	30 CT Hamb Bun	COST PER UNIT	24 CT Hoagie Bun	COST PER UNIT	12 CT Dinner Roll	COST PER UNIT	TOTAL EXTENSION
Alpha Baking Co	2,000	\$ 3.25 \$ 6,500.00	900	\$ 3.30 \$ 2,970.00	500	\$ 1.20 \$ 600.00	\$ 10,070.00
Bimbo Bakeries	2,000	\$ 2.95 \$ 5,900.00	900	\$ 3.14 \$ 2,826.00	500	\$ 1.20 \$ 600.00	\$ 9,326.00
Pan-o-Gold	2,000	\$ 3.25 \$ 6,500.00	900	\$ 3.36 \$ 3,024.00	500	\$ 1.32 \$ 660.00	\$ 10,184.00
							LOW BID
DIFFERENCE BETWEEN HIGH AND LOW BID							\$ 858.00



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Director of Curriculum & Instruction

School District of Milton Standards Adoption

2015 Wisconsin Act 55 (the 2015-2017 Biennial Budget) imposed new requirements on school boards to provide public notice of the academic standards adopted by the board in specific subject areas for each school year. Since 1998, school boards have been required, by statute, to adopt academic standards in the areas of mathematics, science, reading and writing, geography, and history.

Therefore, the School District of Milton will be adopting the following academic standards for the 2016-2017 School Year.

Common Core State Standards for English, Reading, Writing and Mathematics

- Information on the Common Core State Standards can be found at <http://www.corestandards.org/>.
- The School District of Milton administration and staff draw from the Common Core State Standards to develop Essential Learning Outcomes, Learning Targets and Common Assessments to measure student proficiency and mastery in the areas of Literacy (English, reading and writing), Mathematics, and Grades 6-12 Literacy in History/Social Studies, Science, & Technical Subjects.

Next Generation Science Standards for Science

- Information on the Next Generation Science Standards can be found at <http://www.nextgenscience.org/next-generation-science-standards>.
- The School District of Milton administration and staff are currently evaluating and developing Essential Learning Outcomes, Learning Targets and Common Assessments to measure student proficiency and mastery in the area of Science from the Next Generation Science Standards.

Wisconsin Model Academic Standards for Geography and History

- Information on the Wisconsin Model Academic Standards can be found at <http://dpi.wi.gov/standards>.
- The School District of Milton administration and staff draw from the Wisconsin Model Academic Standards to develop Essential Learning Outcomes, Learning Targets and Common Assessments to measure student proficiency and mastery in all other academic areas beyond Literacy, Mathematics and Science, including Geography and History.

ACT College and Career Readiness Standards

- Information on the College and Career Readiness Standards can be found at <http://www.act.org/standard/>.
- The School District of Milton supplements the above standards with the College and Career Readiness Standards in Grades 7-12 for English, Mathematics, Reading, Science and Writing to support post-secondary success in college or the workplace.



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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

TO: Tim Schigur, District Administrator
Board of Education
FROM: Mary Ellen Van Valin, Director of Business Services
DATE: July 15, 2016
RE: Additional Contribution to the Irrevocable Benefit Trust

Back in April of this year, I sent out a memorandum that indicated we had received a check in the amount of \$111,589.87 from the legal firm of Foley & Lardner, LLP. Our district was a participant in a class action lawsuit that was initiated back in 2012. I have included the memorandum I wrote a couple of months ago for a reference.

We have not made an additional contribution to our Irrevocable Benefit Trust since June 30, 2010. While we are not required to make annual additional contributions, there is a calculation completed (Department of Public Instruction reporting) each year to ensure that adequate contributions are made. This ensures the Trust is not used merely as a shell (deposits in and withdrawals out). The calculation also determines the amount of state categorical aid we are eligible to receive the following year for the benefit insurance payments made through the Trust.

Since this revenue from the class action lawsuit was not budgeted for in 2015-16, a recommendation to you would be to use this money to contribute to the Trust to be reserved for future payments of health insurance for retirees of the District. We are allowed to make a deposit up to July 30th in order to have it calculated with our 2015-16 fiscal year. Thank you for this consideration.

A possible motion for your consideration is, **“to move approval of the additional contribution to the Irrevocable Benefit Trust in the amount of \$111,589.87.”**



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District Administrator

Mary Ellen Van Valin
Director of Business Services

Susan L. Probst
Director of Pupil Services

Heather N. Slosarek
Director of Curriculum & Instruction

TO: Tim Schigur, District Administrator
FROM: Mary Ellen Van Valin, Director of Business Services
DATE: April 14, 2016
RE: Class Action Settlement-WEA Ins. Corp.

Today we received a check from the legal firm of Foley & Lardner, LLP in the amount of \$111,589.87. On March 30, 2016, Judge Peter Anderson awarded settled proceeds to "Representation, Hartland Lakeside Joint No. 3 School District vs. WEA Insurance Corp." in Dane County Circuit Court. Our district was part of the class action group that represents the plaintiffs represented by Class Counsel, Foley & Lardner. A Notice of Proposed Settlement was sent to us (District Administrator) in February that indicated a proposed total settlement of \$7,500,000. would go to final hearing on March 30th.

The background of this case is that in January 2012 Class Representatives file lawsuit in Circuit Court (Waukesha County) the alleged complaint was that WEA applied for, received, and retained federal ERRP (Early Retiree Reinsurance Program) for health insurance coverage for employee and retiree health claims through WEA Trust. WEA Trust alleged as plan sponsor they were entitled to the federal funds; the defendants alleged as the employer offering the health plans, districts were entitled to the funds. The ERRP was included in the Affordable Care Act to provide financial assistance to employment based health plan sponsors, including school districts. (CMS.gov)

Back in December or January of 2012, we did discuss this matter in a Finance Committee meeting, if my memory serves me. I confirmed today with Foley & Lardner that initially a Resolution (Board of Education) and Engagement Letter were required. A legal fee was also mentioned to be included with the initial approximate eight school districts. After discussion, we decided not to bring forth a Resolution for approval. Later on, a class action group was created and we were able to be included with the initial approximate eight "engaged" school districts. We had to opt out of the class action, which we did not. Attorney Brett Ludwig (Foley & Lardner) discussed with me today that this lawsuit has been in and out of the court system for four years.

The check we received does not require any specified use of the funds. It is net of all legal expenses. Since this award was not anticipated for, it is not budgeted general fund revenue for 2015-2016.

Staffing Updates for July 18, 2016

1. Contracts/Letters of Employment:

- Fish, Jon K. – Schilberg Park Manager – Schilberg Park
 - *Replacement for Brian Paul*
- Mahoney, Jamie J. – Art Teacher – Northside
 - *Replacement for Marcie Thayer*

2. Resignations:

- Van Horn, Angeline R. – Human Resources Administrative Assistant – District Office
 - *Effective: August 26, 2016*
- Cox, Brandi J. – Special Education Aide – Northside
 - *Effective: June 3, 2016*
- Wehler, Cheryl A. – Special Education Aide – West
 - *Effective: June 3, 2016*

3. Retirement Notices:

- - *Effective:*

4. Vacancies Posted, Not Yet Filled:

- Wrestling Cheerleading Coach – High School
- Boys Assistant Swim Coach – High School
- Boys Head Swim Coach – High School
- Assistant Cross Country Coach – High School
- Instructional Aide – Northside
- Assistant Girls Basketball Coach – High School
- Human Resources Administrative Assistant – District Office
- Accounting Specialist – District Office

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, July 18, 2016

<u>From</u>	<u>Amount</u>	<u>For</u>
Milton Youth Basketball Club, Inc.	\$8,940.00	Basketball Hoops-Harmony/NIS
