

FRIESS LAKE SCHOOL DISTRICT  
Towns of Richfield and Erin

MINUTES

April 25, 2016  
Regular School Board Meeting

MEMBERS PRESENT: Ellen Duhamel, President  
Tony Kellicut, Vice-President  
John Tennessen, Clerk  
Ginny McGrath, Treasurer  
Carmen Glime, Member at Large

STAFF PRESENT: John Engstrom, District Administrator  
Denise Howe, Business Manager  
Laura Bartelt, Bookkeeper

- I. The regular meeting of the School Board of the Friess Lake School District was called to order by Board President, Ellen Duhamel at 5:45 P.M. The meeting was posted at Friess Lake School, Richfield Town Hall, Erin Town Hall, Hartford Times Press, WTKM Radio Station, and the Journal/Sentinel-Cedarburg Office.
- II. Roll call was taken. A quorum was verified.
- III. The Pledge of Allegiance was recited.
- IV. School Board Reorganization
- A. Ginny McGrath made a motion to appoint Ellen Duhamel as President, Tony Kellicut 2<sup>nd</sup>; Motion carried unanimously.
  - B. Ellen Duhamel made a motion to appoint Tony Kellicut as Vice-President, Ginny McGrath 2<sup>nd</sup>; Motion carried unanimously.
  - C. Tony Kellicut nominated Ginny McGrath as Treasurer, John Tennessen 2<sup>nd</sup>; Motion carried unanimously.
  - D. Tony Kellicut nominated John Tennessen as Clerk, Ginny McGrath 2<sup>nd</sup>; Motion carried unanimously.
  - E. Ginny McGrath nominated Carmen Glime as Member at Large, Tony Kellicut 2<sup>nd</sup>; Motion carried unanimously.
  - F. Tony Kellicut nominated Denise Howe as Deputy Clerk, Ginny McGrath 2<sup>nd</sup>; Motion carried unanimously.
- V. Open Forum/Community Input
- A. No one requested to present at the Open Forum.
- VI. Recognition, Appreciation, Awards
- A. John Engstrom thanked Tom Wolff for his years of service to the board.
  - B. John Engstrom thanked Carmen Glime for running and offered congratulations on her election to the board.
  - C. John Engstrom thanked staff for the successful FAB Day held April 15, 2016.
  - D. John Engstrom thanked FLIPP for the successful Family Fun Night held April 15, 2016. FLIPP is looking to replace one movie night per semester with a Family Fun Night.
- VII. Presentations
- A. There were no presentations at this time.
- VIII. Approval of Minutes
- A. John Tennessen made a motion to approve the March 21, 2016 Regular School Board meeting minutes as presented, Ginny McGrath 2<sup>nd</sup>; Motion carried unanimously.
- IX. Approval of Financial Reports and Bills Payable
- A. Tony Kellicut made a motion to approve the March 31, 2016 Financial Reports as presented, John Tennessen 2<sup>nd</sup>; Motion carried unanimously.
- X. Student Achievement Reports and Updates
- A. Enrollment Report
    - 1. The 2015-2016 Projected Enrollment as of March 17, 2016 was reported as follows:

Preschool Speech - 0	EC-0	4K-11	5K-13	
1-20	2-19	3-15	4-26	5-22
6-19	7-18	8-29	Total: 193	
  - B. As of this date, there are 12 new students applying for Open Enrollment into Friess Lake for the 2016-2017 school year and 9 students applying to Open Enroll out of the District. Registration will remain open until April 29, 2016.
  - C. There was no STEM Academy update at this time.
  - D. Camp Invention received a few more registrations on Family Fun Night.

- E. John Engstrom reported many positive responses from the students regarding the 6<sup>th</sup> Grade Camp event. The 7<sup>th</sup>/8<sup>th</sup> Grade Camp started today and is going very well.

XI. Personnel Items

- A. Tony Kellicut made a motion to approve the hiring of Janet Holseth, part time Dolphin Kids program staff, effective April 13, 2016 as presented, Ginny McGrath 2<sup>nd</sup>; Motion carried unanimously.
- B. John Tennesen made a motion to approve the following final teacher reductions for the 2016-2017 school year as presented, Tony Kellicut 2<sup>nd</sup>; Motion carried unanimously.
1. Middle School Social Studies (currently 80% FTE) up to a 20% reduction.
  2. K-8 Physical Education (currently 85% FTE) up to a 25% reduction.
  3. Spanish (currently 50% FTE) up to a 10% reduction.
  4. Middle School Special Education (currently 75% FTE) up to a 25% reduction.

XII. Board Reports and Updates

- A. General Board Communications
1. There were no General Board Communications at this time.
- B. Board President's Report – Ellen Duhamel
1. Ellen Duhamel asked that Board Members please try to attend the May 2, 2016 Staff Appreciation event.
- C. John Tennesen reported that the April 5, 2016 election has been canvassed and that Carmen Glime has been elected to the School Board with 752 votes. There were 12 other unofficial write in votes for a total of 764 votes.
- D. John Engstrom provided an update regarding the parochial transportation request.
- E. Long Term District Planning
1. John Engstrom provided an update regarding the April 5, 2016 meeting with representatives of Richfield J1 discussing consolidation feasibility. The next meeting is scheduled for April 25, 2016.

XIII. Building and Grounds Reports and Updates

- A. A Building and Grounds Report from Rick Croghan was provided to the Board addressing projects such as: replacement of scoreboard light panels, completion of bleacher inspection, repair of boiler due to damage caused by power outage, preparation of field and grounds for Field Day, receipt of parking lot repaving bids, completion of three year asbestos re-inspection and painting of south outside roofline wall.
- B. Ginny McGrath made a motion to approve the lawn maintenance bid of Evergreen Property Services, LLC for the period of May, 2016 – September, 2017 as presented, John Tennesen 2<sup>nd</sup>; Motion carried unanimously.
- C. Tony Kellicut made a motion to approve the parking lot repair and repaving bid of Pro-Seal Asphalt Paving & Maintenance Co. Inc. as presented, John Tennesen 2<sup>nd</sup>; Motion carried unanimously.


XIV. Policies

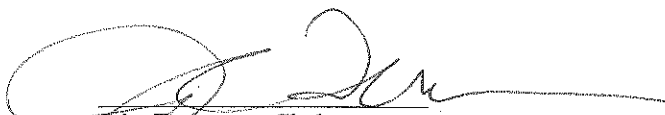
- A. NEOLA Policy Update
1. Board Policies were presented for review as follows:
    - a) 1100 District Organization
    - b) 1110 Assessment of District Goals
    - c) 1130 Conflict of Interest- Private Practice
    - d) 1210 Board- District Administrator Relationship
    - e) 1213 Student Supervision and Welfare
    - f) 1220 Employment of the District Administrator
    - g) 1230 Responsibilities of the District Administrator
    - h) 1230.01 Development of the Administrative Guidelines
    - i) 1240 Evaluation of the District Administrator

XV. Future Agenda Items

- A. The Board discussed future agenda items including Open Enrollment update, 2016-2017 Preliminary Budget, percentage increase for staff salaries/wages, health and dental percentage increases/changes, wrap up of 2015-2016 school year and long term district planning.
- B. The next regular School Board meeting was scheduled for May 25, 2016 at 5:45 P.M. Graduation will be held June 2, 2016 at 7:00 P.M. The June regular School Board meeting was scheduled for June 29, 2016 at 5:45 P.M.

- XVI. At 7:05 P.M., Tony Kellicut made a motion to adjourn, Ginny McGrath 2<sup>nd</sup>; Motion carried unanimously.

  
Ellen Duhamel, President

  
John Tennesen, Clerk