

FRIESS LAKE SCHOOL DISTRICT
Village of Richfield and Town of Erin

MINUTES

December 19, 2017
Regular School Board Meeting

MEMBERS PRESENT: Ellen Duhamel, President
Tomy Kellicut, Vice-President
Carmen Glime, Clerk
Stephanie Bunton, Member at Large

STAFF PRESENT: John Engstrom, District Administrator
Denise Howe, Business Manager/HR Director

- I. The regular meeting of the School Board of the Friess Lake School District was called to order by Board President, Ellen Duhamel at 5:33 P.M.. The meeting was posted at Friess Lake School, Richfield Village 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. Ginny McGrath was excused.
- III. The Pledge of Allegiance was recited.
- IV. Open Forum/Community Input
 - A. There was no one present for the Open Forum.
- V. Recognition, Appreciation, Awards
 - A. John Engstrom thanked the Richfield and Friess Lake staff for a morning of professional development recently.
 - B. John Engstrom thanked Denise Howe for her help with the ongoing benefits discussions with Tara Villalobos and Hope David at the Richfield School District in preparation for the consolidation in July.
 - C. John Engstrom thanked Laura Blanco for her work on a successful holiday program recently.
 - D. John Engstrom thanked the middle school leadership group for the holiday luncheon they provided to the entire staff as well as the candy grams for students.
 - E. John Engstrom thanked Karen Isselmann, our parent volunteer MVP, for all of her hard work at the AMSAC tournament working every night in the concession stand and more.
 - F. John Engstrom thanked Tony Kellicut for continuing to participate on the Hartford Union High School District Strategic Planning Committee.
- VI. Long Term District Planning
 - A. John Engstrom reported that after this meeting would be a Joint School Board meeting with the Richfield School Board to continue to discuss and plan for the upcoming consolidation effective July 1, 2018.
 - B. The Board discussed the upcoming deadline to file papers and procedures for the School Board election in April for the Holy Hill Area School District.
- VII. Approval of Minutes
 - A. Tony Kellicut made a motion to approve the November 20, 2017 Regular School Board meeting minutes as presented, Stephanie Bunton 2nd; Motion carried unanimously.
- VIII. Financial Reports and Updates
 - A. Stephanie Bunton made a motion to approve the November 30, 2017 financial reports as presented, Carmen Glime 2nd; Motion carried unanimously.
- IX. Student Achievement Reports and Updates
 - A. Enrollment Report
 1. The 2017-2018 projected enrollment as of December 15, 2017 was reported as follows:

Preschool Speech - 0	EC-0	4K-21	5K-13	
1-17	2-13	3-19	4-21	5-15
6-21	7-16	8-18	Total: 174	
- X. Personnel Items
 - A. Tony Kellicut made a motion to approve the hiring of Amanda Einert, part time secretary, effective until the end of the 2017-2018 school year as presented, Stephanie Bunton 2nd; Motion carried unanimously.

- XI. Board Reports and Updates
- A. General Board Communications
 - 1. There were no general board communications at this time.
 - B. Clerk's Report
 - 1. It was reported that there will be two seats open for the Friess Lake School Board at the election in April, 2018 and that the term of those offices will be April, 2018 through June, 2018.
 - 2. It was reported that there will be seven School Board seats for the Holy Hill Area School District at the election in April, 2018 and that the term of those offices will begin April, 2018. Five seats will be open and two will be appointed, one from the Friess Lake School District boundaries and one from the Richfield School District boundaries.

- XII. Building and Grounds Reports and Updates
- A. The Building and Grounds Report from Rick Croghan was reviewed.
 - B. Ellen Duhamel made a motion to approve the Energy Efficiency Project as presented with Upper 90 Energy LLC pending legal review at a reasonable rate not to exceed \$2,000, Carmen Glime 2nd; Motion carried unanimously.

XIII. Policies

- A. The following NEOLA policies were reviewed:
 - 1. 0100 Definitions
 - 2. 0131.1 Bylaws and Policies
 - 3. 0143.1 Public Expression of Board Members
 - 4. 0144.1 Compensation
 - 5. 0151.2 Required Pupil Academic Standards Agenda Item
 - 6. 0152 Officers
 - 7. 0164.2 Special Meetings
 - 8. 0166 Agenda
 - 9. 0167.1 Voting
 - 10. 0167.2 Closed Session
 - 11. 0167.5 Use of Electronic Mail
 - 12. 0167.6 E-Mail - Public Records
 - 13. 1210 Board - District Administrator Relationship
 - 14. 1260 Incapacity of the District Administrator
 - 15. 1461 Unrequested Leaves of Absence/Fitness for Duty
 - 16. 1619 Group Health Plans
 - 17. 1619.02 Privacy Protections of Fully Insured Group Health Plans
 - 18. 1619.03 Patient Protection and Affordable Care Act
 - 19. 1630.01 Family & Medical Leave of Absence ("FMLA")
 - 20. 2260 Nondiscrimination and Access to Equal Educational Opportunity
 - 21. 2370 Educational Options - Delete
 - 22. 2411 School Counseling and Academic and Career Planning
 - 23. 2413 Health Education
 - 24. 2416.01 Parental/Police Access to Library Information
 - 25. 2430 District-Sponsored Clubs and Activities
 - 26. 2431 Interscholastic Athletics
 - 27. 2440 Summer or Interim Session School
 - 28. 2460 Special Education Needs
 - 29. 2460.02 Least Restrictive Environment Position Statement
 - 30. 2460.03 Independent Educational Evaluation (IEE)
 - 31. 2700.01 School Performance and Accountability Reports
 - 32. 3120 Employment of Professional Staff
 - 33. 3120.01 Job Descriptions
 - 34. 3122.01 Drug-Free Workplace
 - 35. 3124 Employment Contract
 - 36. 3160 Physical Examination
 - 37. 3210 Staff Ethics
 - 38. 3310 Employee Expression in Non Instructional Settings
 - 39. 3419 Group Health Plans
 - 40. 3419.02 Privacy Protections of Fully Insured Group Health Plans
 - 41. 3419.03 Patient Protection and Affordable Care Act
 - 42. 3420 Health Insurance Benefit - Delete
 - 43. 3430 Leaves of Absence
 - 44. 3430.01 Family & Medical Leave of Absence ("FMLA")
 - 45. 3431 Employee Leaves
 - 46. 3440 Job-Related Expenses

47. 4120 Employment of Support Staff
48. 4120.01 Job Descriptions
49. 4120.09 Volunteers - Delete
50. 4122.01 Drug-Free Workplace
51. 4160 Physical Examination
52. 4310 Freedom of Speech in Non-School Settings
53. 4310 Employee Expression in Non Instructional Settings
54. 4419 Group Health Plans
55. 4419.02 Privacy Protections of Fully Insured Group Health Plans
56. 4419.03 Patient Protection and Affordable Care Act
57. 4420 Health Insurance Benefit - Delete
58. 4430 Leaves of Absence
59. 4430.01 Family & Medical Leave of Absence ("FMLA")
60. 4431 Employee Leaves
61. 4440 Job-Related Expenses
62. 5111 Eligibility of Resident/Nonresident Students
63. 5111.01 Homeless Students
64. 5111.03 ESSA Children and Youth in Foster Care
65. 5113.01 Course Options
66. 5130 Withdrawal/Dropout from School
67. 5136 Personal Communication Devices
68. 5200 Attendance
69. 5230 Release of Students to Authorized Persons
70. 5310.01 Emergency Nursing Services
71. 5320 Immunization
72. 5330 Administration of Medication/Emergency Care
73. 5341 Emergency Medical Authorization
74. 5350 Student Suicide
75. 5421 Grading
76. 5517 Student Anti-Harassment
77. 5530 Drug Prevention
78. 5540 The Schools and Governmental Agencies
79. 5610 Suspension and Expulsion
80. 5771 Search and Seizure
81. 5772 Weapons
82. 5830 Student Fundraising
83. 6110 Federal Funds
84. 6111 Internal Controls
85. 6112 Cash Management of Grants
86. 6114 Cost Principles - Spending Federal Funds
87. 6116 Time and Effort Reporting
88. 6145 Borrowing
89. 6150 Tuition Income
90. 6152 Student Fees, Fines, and Charges
91. 6325 Procurement - Federal Grants/Funds
92. 6350 Prevailing Wage Coordinator - Delete
93. 6605 Crowdfunding
94. 6700 Fair Labor Standards Act (FLSA)
95. 6800 System of Accounting
96. 7310 Disposition of Surplus Property
97. 7450 Property Inventory
98. 7540 Technology
99. 7540.01 Technology Privacy
100. 7540.02 Web Content, Services, and Apps
101. 7540.03 Student Technology Acceptable Use and Safety
102. 7540.04 Staff Technology Acceptable Use and Safety
103. 7540.06 District-Issued Staff E-mail Account
104. 7540.07 District-Issued Student E-mail Account
105. 8120 Volunteers
106. 8146 Notification of Educational Options
107. 8310 Public Records

- 108. 8320 Personnel Records
- 109. 8320.01 Unauthorized Acquisition of Staff Personal Information
- 110. 8330 Student Records
- 111. 8350 Confidentiality
- 112. 8452 Automated External Defibrillators (AED)
- 113. 8500 Food Services
- 114. 8510 Wellness
- 115. 8531 Free and Reduced-Price Meals
- 116. 8800 Religious and Patriotic Ceremonies and Observances
- 117. 9160 Public Attendance at School Events
- 118. 9700 Relations with Non-School Affiliated Groups

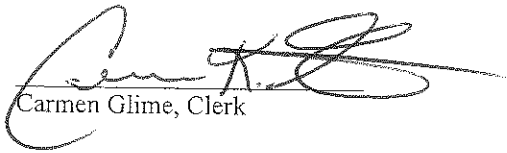
XIV. Future Agenda Items

- A. The Board discussed future agenda items such as the Energy Efficiency Project
- B. The following Regular School Board meetings were previously scheduled: January 22, 2018 at 5:30 P.M., February 20, 2018 at 5:45 P.M. and March 20, 2018 at 5:45 P.M.

XV. At 6:47 P.M., Tony Kellicut made a motion to adjourn, Stephanie Bunton 2nd, Motion carried unanimously.



Ellen Duhamel, President



Carmen Glime, Clerk