

# Woods School-Geneva Joint #4 School District

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N2575 Snake Road  
Lake Geneva, WI 53147  
Board of Education Meeting  
Minutes  
August 10, 2011- 7:00 p.m.

- I. Call Meeting to Order – **Leahy called the meeting to order at 6:21**
- II. Roll Call – **In attendance were Board members Leahy, Kulik, DeVries, teachers and staff, Brzinski, Green, Smiley, Rowehl, Johnson, Wessels, citizen Jody Cook.**
- III. Statement of Public Notice and Agenda Approval – **Leahy noted that the meeting was properly posted and noticed.**
- IV. Approve Meeting Minutes- July 14, 2011 Regular Meeting and Budget Work Session – **Kulik moved for approval, Devries seconded. All approved.**
- V. Public Comment  
The Geneva Jt. 4 – Woods Elementary School Board of Education has provided an opportunity to members of the public to comment on agenda items. The Board of Education is unable to comment on items raised by the public in order to remain in compliance with the State of Wisconsin Open Meetings law. The Board of Education reserves the right to limit the comment by an individual, so the comment period is no longer in length than 15 minutes in total. **No discussion.**
- VI. Financial Business
  - A. Bank Reconciliation for June2011/Bank Statements – **Presented and accepted.**
  - B. Treasurer Report- Discussion and any related action – **Presented and accepted.**
    1. July Revenues and Expenditures
    2. Partial Report for August Revenues and Expenditures
    3. Bills Payable/ Voucher Lists – Discussion and related approval action – **Kulik motioned to approve the vouchers as presented. DeVries seconded. All approved.**
      - a. Vouchers Total- \$ 53,201.14
      - b. Main Account Check Numbers- 5779 to 5821
      - c. Student Activity Account-No Activity
  - C. Payroll Approval for August 2011 – **Kulik motioned to approve payroll for August. DeVries seconded. All approved.**
    1. Gross Wages August 15, 2011 \$7873
    2. Estimated Gross Wages for August 31, 2011 \$10,000
  - D. Romenesko Letter of Engagement – **Kulik motioned to change rate on contract to \$65.00 per hour, to the maximum amount of \$15,340.00. DeVries seconded. All approved. DeVries motioned to give the District Administrator authority to sign amended contract. Kulik seconded. All approved.**
- VII. Old Business
  - A. Plumbing Update - **Discussion**
  - B. Board Policies- Second Reading – **DeVries motioned to accept second reading. Kulik seconded. All approved.**
    1. 511R Harassment Rule
    2. 512 Employee Harassment and Bullying
    3. 522 Staff Conduct
    4. 526 Personnel Records
    5. 527 Staff Complaints and Grievances
    6. 533.1 Criminal Background Checks
  - C. Employee Handbook Part 1- **Discussion. The Board will begin review of employee handbook at the September board meeting.**
  - D. US Cellular Inquiry – **Discussion.**

- VIII. New Business
- A. Board Policies- First Reading – **Discussion.**
    - 1. 511 Equal Employment Opportunity
    - 2. 522.1 Alcohol and Drug Free Workplace
    - 3. 522.2 Tobacco Use by Staff on School Premises
    - 4. 522.5 Staff Involvement in Political Activities
  - B. School Census Report – **Signature of Board Clerk DeVries.**
  - C. Board Goals-Discussion – **Discussion.**
  - D. Network Infrastructure Issues – **Discussion.**
  - E. Vacancy Update and Letters of Intent to Hire – **Discussion. DeVries motioned to move E to after closed session. Kulik seconded. All approved.**
  - F. Important Dates- **Noted.**
    - 1. August 15- WASB Seminar Pewaukee
    - 2. August 16-17- Skyward Training
    - 3. August 17- Dousman Annual Meeting
    - 4. August 29- New Parent Night and Hot Dog Dinner
    - 5. August 31- Teachers In-service and Work Day
    - 6. September 1- CPR/AED Training(Staff)
    - 7. September 6- Students’ First Day
    - 8. September 8- Picture Day
    - 9. September 14- Board Meeting
  - G. Brongiel Tuition Waiver Contract for 2011-12 – **Discussion. Kulik motioned to accept tuition waiver contract. DeVries seconded. All approved. Board signed contract.**
- IX. Reports
- A. Business Manager Report-Audit Updates – **Presented & discussion.**
- X. Closed Session – **Kulik motioned to go into closed session at 7:30. DeVries seconded. All approved.**  
 The board will adjourn to closed session pursuant to Wisconsin Statutes 19.82 and 19.85 (1) (E) and (C) to discuss employee compensation and negotiations issues.
- A. Woods School Teachers Association Letter
  - B. Insurance
- XI. Reconvene to Open Session – **DeVries motioned to reconvene to Open Session at 8:33. Kulik seconded. DeVries motioned to approve Letters of Intent to hire Karen Gonzales & Marty Swanson, and the Letters of Employment for Michelle Teale and Samantha Stickler. Kulik seconded. All approve.**
- XII. Adjourn – **Kulik motioned to adjourn at 8:36. DeVries seconded. All approved.**