

**Oak Creek-Franklin Joint School District  
Board of Education  
Committee Meeting Summary**

**Monday, April 25, 2016  
Deerfield Elementary School  
5:25 p.m.**

**Board of Education Members Present:** Mr. Carini, Mrs. Cerniglia, Ms. Borchardt and Mr. Verhalen.

**Administration of Oath of Office to newly elected Board of Education Members:** Dr. Culver, serving as deputy to the District Clerk, administered the Oath of Office to Amy Mlot, Frank Carini, Elizabeth Sparks and Darin Grabowski.

*Principal Jim Arata, Deerfield staff, parents and students participated with Board members on a tour of the building.*

**Committee Meeting:**

1. **Call to Order and Pledge of Allegiance:** Mr. Carini called the meeting to order. The Pledge of Allegiance was recited.
2. **School Update: Deerfield Elementary School:** Mr. James Arata, Principal, welcomed all present and thanked the members of the Board of Education for their support. He highlighted the community service projects that Deerfield students participate in including Harvest Fest, the Big Bowl Food Drive, Coins for Kids, and the "Spellathon". Mr. Carini commented on the good things occurring in the schools and expressed his commitment to continue holding meetings in the schools to better the communication and connection with staff, parents and community members.
3. **Election of Board Officers:** Dr. Culver facilitated the election of Board Officers.

Nominations for the office of President of the Board of Education were taken. Mr. Carini and Mrs. Cerniglia were nominated. Mr. Carini was elected by written ballot on a 6-1 vote.

Nominations for the office of Vice President were taken by write-in ballot. Nominations were received for Mr. Verhalen, Mrs. Cerniglia, Ms. Borchardt and Mr. Grabowski. The first ballot resulted in 3 votes for Mr. Verhalen, 2 votes for Mrs. Cerniglia and 2 votes for Ms. Borchardt. Mr. Verhalen was elected on the second ballot with 5 votes, and 1 vote for Mrs. Cerniglia and 1 vote for Ms. Borchardt.

Nominations for the office of Clerk were taken by write-in ballot. Nominations were received for Ms. Borchardt and Mrs. Cerniglia. Ms. Borchardt was elected by written ballot on a 4-3 vote.

Nominations for the Office of Treasurer were taken by write-in ballot. Nominations were received for Mrs. Cerniglia, Ms. Sparks and Mr. Grabowski. Ms. Sparks was elected by written ballot with 4 votes, 2 votes for Mrs. Cerniglia and 1 vote for Mr. Grabowski.

4. **#9240-0416** Mrs. Cerniglia moved and Mr. Carini seconded to appoint the Chief Business and Finance Officer as Recording Secretary and the Superintendent as Deputy to District Clerk. **Motion passed unanimously.**
5. **#9241-0416** Mr. Carini moved and Ms. Borchardt seconded to appoint Amy Mlot as the CESA 1 Board Representative for Annual Convention of School Delegates. **Motion passed unanimously.**

6. **#9242-0416** Mr. Carini moved and Mr. Grabowski seconded to appoint Sheryl Cerniglia as the WASB delegate. **Motion passed unanimously.**
7. **#9243-0416** Mrs. Cerniglia moved and Mr. Verhalen seconded the planned schedule of Board meeting dates and to hold the meetings at school sites. **Motion passed unanimously.**
8. **#9244-0416** Mrs. Cerniglia moved and Ms. Borchardt seconded to approve the Personnel Assignments as presented. **Motion passed unanimously.**

**EMPLOYMENT**

Amy Kohl  
Jennifer Koloske

**AREA**

Chief Business & Finance Officer  
Grade 2 Teacher

**ASSIGNMENT**

District Office  
Meadowview Elem (*anticipated*)

**RESIGNATION**

Tiffany Clark

**AREA**

Kindergarten Teacher

**ASSIGNMENT**

Edgewood Elementary

9. **3<sup>rd</sup> Quarter Construction Update:** Representatives from VJS Construction Services provided an update on the progress of the construction of Forest Ridge Elementary School and the new secondary building. They indicated that both buildings were on schedule and within budget at this time. It was noted that the mild winter as well as the partnership involving the school district, VJS and Eppstein Uhen Architects contributed to the positive status of these projects.

**10. Knights Construction Update:**

- a. Mr. Matt Lonergan, instructor, as well as two students, provided an update to the Board on the merits of the program, the progress of the construction of the new home, the donations received, and the estimated costs to be incurred to completion. Mr. Dan Bukiewicz, Mr. Jack Marshall, and Mrs. Lisa Marshall also spoke to the Board to express their support of this project continuing in the future, as it relates to the importance of developing students for the building trades industry and offering students this opportunity.
- b. Dr. Culver updated the Board on the recommended process for the sale of this project and for the purchase of lots for future projects. Mr. Jon Michals, a realtor donating his time for the sale and purchases related to Knights Construction, commented on the projected price and market for residential property. The Board agreed to grant the Superintendent and Chief Business and Finance Officer the authority to prepare for the sale and purchases required for this project at the May meeting.
- c. Dr. Culver explained the time line required for the purchase of property to be formally approved by a special meeting of the electors, noting that July 11, 2016 is the anticipated date of this meeting. Future purchases would be planned for approval to take place at the regularly scheduled Annual Meeting of Electors.

11. **Dedication Plaque for Forest Ridge Elementary School:** Dr. Culver provided the proposed list of names to be included on the dedication plaque for Forest Ridge, based on current Board policy. Discussion was held and board members agreed with the recommendation based on current policy.

- 12. Custodial Cleaning Services Contracts:** Ms. Cathy Cramer, Director of Business Services, provided background on the agreements currently in place for contracted cleaning services and the recommendation to solicit proposals for cleaning at Forest Ridge Elementary School. It is planned that there would be three providers with alternating terms, beginning with the 2016-17 school year. Discussion was held and the Board agreed with this recommendation. Proposals will be solicited and recommendations for the contracts to be in place will be brought forward for the Board's approval in June or July.
- 13. World Languages Course Proposal:** Mr. Chad Evenson, Curriculum and Assessment Coordinator, explained the recommendation for world language instruction at the elementary schools for 2016-17. It is planned that an alternating schedule and additional options will be reviewed and considered for the 2017-18 school year.
- 14. New Policy 720, School Safety Plans and Facilities Safety:** Dr. Culver provided background information on the current policies regarding school safety as well as the recommendation to delete Policy 723 School Safety Response Plans and Policy 724 Safe and Healthful Facilities and to adopt new Policy 720 School Safety Plans and Facilities Safety. The Board agreed to place Policy 720's second reading on the May meeting agenda.

Meeting ended at approximately 8:10 p.m.