

## MARSHALL PUBLIC SCHOOLS

### Board of Education

### Special Meeting

### Minutes

### Board Room

November 1, 2023

The meeting was called to order by Debbie Frigo at 5:15 p.m. as duly posted under State Statutes §19.84(1)(2)(c).

### Roll Call of the Board

Board of Education Present: Erin Egan (5:17 pm), Eric Armstrong, Staci Abrahamson, Debbie Frigo, Mike Rateike, and Allison Fuelling.

Administration Present: Randy Bartels, Paul Herrick, Dan Grady, Kathy Needles, Rich Peters, and Eugene Syvrud.

### Approval of Agenda

A motion to approve the agenda as presented was made by Rateike, and seconded by Fuelling. Carried 5 - 0.

### Proof of Giving Public Notice

A motion that all public notices were duly posted and was provided to The Courier on October 27, 2023 was made by Fuelling, and seconded by Abrahamson. Carried 5 - 0.

### Consent Agenda

- A. Approval of minutes: October 25, 2023
- B. Approve Resignations/Retirements:
  - i. None
- C. Disposal of Equipment
  - i. None
- D. Offer Contracts / Letters of Employment
  - i. None

Motion made by Armstrong and seconded by Rateike to approve consent agenda. Carried 5 - 0.

### Reports

#### A. Education Quality and Culture

- i. Student Attendance - Procedures and Truancy

Each of the four building administrators shared a similar handling of absences that aligns with district wide procedures: 5 Days a reach out from teacher / an attendance reminder letter / check-in to see if a soft-landing would help. 10 Days admin step in / contact family / offers to help / alarm clock / rideshares / schedule planning. 15 Days Admin eval situation with truancy board, citation after all other plans have failed. Each building has Pupil Services meetings to touch base on students and how they can best approach and help with high absentee issues. Their goal is to be supportive and put as much effort as possible into getting each student here each day.

ELC - Seeing much improvement this year. 96.5% attendance rate. 10 students missing multiple days / 7 attendance letters mailed out to date. ELEM - 20 5 day letters sent to date. 1 student has missed 28 of 39

school days - and the parent has missed all three scheduled parent meetings. Scheduled plans of assistance have not worked, so one ticket has been issued in an effort to increase attendance. MS - Last year despite many efforts, attendance was pretty dismal. This year is off to a great start. Last year they had 25 students with 4.5 days out at this point, this year it is only 10. Last year they had 7 with 9 or more days out and this year it is only 3. One student with 13 days out. HS - The HS is not only working on attendance but also focusing on tardiness. 3 truancy letters have been sent out for students whose parents chose to not come in and attend meetings. Absences and tardies are below the pace they were at last year. 8.5 tardies per student average is the new goal set for this school year.

ii. October 2nd Professional Learning Day - Staff Feedback

Dr. Grady shared a summary of the survey results from the October 2nd Professional Learning Day. 35 staff members responded to the survey. Overall the response was positive.

**B. Personnel Excellence**

i. Staffing Updates (Open Positions and Attendance)

Current open positions posted: One HS Math teacher, one bi-lingual paraprofessional, and one special education paraprofessional. If anyone knows of any interested parties please send them our way.

ii. 30-Day Interviews

Some of the basic elements asked during the 30-Day Interviews are: How do we compare with what we said? What are we doing well? How was the onboarding process? Any individuals who helped you? All four of our building administrators shared positive feedback from each of our new hires with each of these questions. Our new teachers shared multiple names of staff who have helped them settle in and feel welcome and at home in Marshall.

iii. Administrative Team Shout-Outs

Dr. Grady shared that he received a shout-out from a coach from another community complimenting our students, fans, coaches, etc...on attitude, sportsmanship, team spirit, etc. Definitely a Marshall Proud moment. ELEM: Mrs. Needles acknowledged her Specials Team, naming them each and talking about the daily excitement with this crew, special connections with students. A change in kids - they love all the specials now. MS: Mr. Herrick acknowledged Nathan Meyer, SS teacher who has really grown into his role. Nathan shared the MS Cardinal News, really exceeding expectations. HS: Mr. Syvrud acknowledged Danielle Bendt for her volunteer work on grading, Tina Garcia, ELL Teacher for going out and knocking on doors of her families to set up conferences with them, and Erin Young for all her work with the Cardinal Crew. ELC: Mr. Peters acknowledged Mrs. Bliske, 2nd grade teacher, shares her energy and buzz that he sees in her teaching this year, which focuses on differentiation, IEP's and working together. Dr. Bartels acknowledged the entire ELL team. They serve over 20% of our population with amazing work on a daily basis. More immigrants are coming to Marshall, so it is important work and requires a lot from that department. Many do so much outside of school too.

**C. Family Partnership and Communication**

i. District Facilities Survey

Mrs. Miller gave an update on the status of the survey to date. All residents in the 53559 zip code plus registered families in the District should have received the postcard with the QR code for the survey or information on how to get a paper copy of the survey. It is available in both Spanish and English. At this point we have had 103 online respondents and 9 respondents via US mail. We will be accepting responses until November 17, 2023. Results will be discussed at the District Facilities Community Advisory Team Meeting.

**D. Business and Financial Performance**

**i. Budget and Tax Levy Communication**

School Business Manager Kristin Wilkinson wrote an article sharing information about the School Board approving the budget with a decrease in mill rate for taxpayers. Mrs. Miller submitted the article to the Courier today and received confirmation that they received it.

**New Business**

**a. Discuss and potential action regarding approval of securing a Line of Credit for cash flow borrowing at F & M Bank**

Tabled to a future meeting.

**b. Discuss and potential action to designate an Election Clerk**

Mrs. Miller explained that this was recommended by several attorney speakers at her recent WASSA legal conference. It does not take the place of items that still need to be signed by our Board Clerk. Most of those items also need to be notarized, which would have to be notarized by Michele Miller, so legally she wouldn't be able to be the signer and the notary at the same time anyway.

**Motion to designate an Election Clerk made by Frigo, seconded by Fuelling. Motion carried 6 - 0.**

**c. Discuss and Potential action to approve the Early Colle Now requests**

Dr. Grady and Mr. Syvrud shared that each student has already been vetted by HS guidance counselors. Mr. Syvrud clarified the process and options for the Board.

**Motion to approve the Early College Now Requests made by Rateike, seconded by Egan. Motion carried 6 - 0.**

**d. Discuss American Education Week (November 13-17, 2023)**

Just a reminder to thank those who spend their time with our District kids.

**e. Discuss and potential action to approve moving the January Regular meeting from January 17 to January 24, 2024**

Meeting is being moved due to the State WASB Convention in Milwaukee.

**Motion to move the January Regular meeting from January 17 to January 24, 2023 made by Abrahamson, seconded by Armstrong. Motion carried 6 - 0.**

**f. Discussion of future board agenda items**

Board members thanked Dr. Grady for sending out the winter reminders to families. Another Board member checked in to see if the Neola policy process had started. Dr. Grady shared that it is well underway and when the first batches of policies are ready for review and approval they will be presented to the Board.

**Adjournment**

Motion to adjourn was made by Frigo and seconded by Rateike. Carried on a voice vote 6 - 0.

Meeting adjourned at 6:00 p.m.

Respectfully submitted,

  
Clerk

  
President

