

**Beaver Dam Unified School District
Board of Education Minutes**

Planning Committee Meeting

March 17, 2014

A meeting of the Planning Committee of the Beaver Dam Unified School District Board of Education was held on the above date at the Educational Service Center at 5:30 p.m. Board members present: Bev Beal-Loeck, Jim Jansen, Marge Jorgensen, John Kraus, Jr., Laura Lerwick, Lisa Panzer, Gary Spielman, and Joanne Tyjeski. Administration present: Bob Avery, Director of Business Services, Sharon Bliefernicht, Director of Human Resources, Mark DiStefano, High School Principal, and Steve Vessey, Superintendent (joined the meeting at 5:55 p.m.). Also in attendance were representatives from Johnson Bus Company and Badger Bus Lines.

Mr. Avery presented an update on the Request for Proposal (RFP) process for transportation services. A committee comprised of four staff members and one board member evaluated the proposals and reached consensus to interview two vendors on April 4th to finalize the selection. The committee will make a final recommendation directly to the Board on April 14th.

Mr. Vessey presented a draft plan for administrative team changes for 2014-15. It included consolidating the Wilson and South Beaver Dam Elementary School principal positions, adding an Associate Principal at Prairie View Elementary School, adding a 40% Athletic Director at the Middle School, and creating semester long principal internships. He reviewed the duties and responsibilities of each position. The Middle School has the highest pupil to administrator ratio other than Prairie View, with its current staffing. The principal internship program for internal candidates would be developed in 2014-15 to be implemented in 2015-16.

Ms. Bliefernicht presented a preliminary overview of certified staffing for 2014-15 showing a net decrease of 1.48 FTE at the elementary level; no change in grades 6-12; and a district-wide staff net increase of 1.0 staff for a net total of -0.48 FTE. The staffing plan includes adding a 1.0 FTE Virtual School Coordinator for 2014-15 to develop a virtual school program to begin in 2015-16. The next update/proposal will be in April for Board action in May.

Ms. Bliefernicht presented a draft proposal for summer school staffing to provide consistency and uniformity in compensation. The proposal is for pay at 90% of salary schedule base, but this is being analyzed for impact. She also explained the summer school staffing levels are being reviewed. The proposal includes enrollment thresholds for staffing the courses being offered. Summer school will be analyzed and evaluated in 2014-15 prior to summer school 2015.

Mr. Vessey reported that the next step in the Strategic Planning process is for the administrative team to develop the Key Performance Objectives for 2014-15. There will be a meeting on June 23rd to solicit ideas and input from staff. These will be reported to the Board in July. The next steps are: 90-day reporting cycles, then school performance reports, which will replace the student achievement goals reports.

The next Planning Committee meeting is scheduled for April 21st.

Minutes submitted by Marge Jorgensen, Committee Chair.