



# BOARD OF EDUCATION MEETING

August 17, 2020

6:00 p.m.

## Merton Intermediate School Little Theater

### AGENDA

In light of the COVID-19 virus precautions, the public is invited to participate/view the meeting either in person or virtually. The link can be found on the Merton Community School District website at [www.merton.k12.wi.us](http://www.merton.k12.wi.us). If you are attending virtually and want to be part of “Delegations to be Heard,” please see the directions in the agenda.

- I. Call to Order
- II. Pledge of Allegiance
- III. Announcement of Notice of Open Meeting Publication
- IV. Approval of Agenda
- V. Delegations to be Heard

*The purpose of this part of the agenda is to allow a citizen or citizens, who have asked to be placed on the agenda, an opportunity to speak. It is important to remember the following:*

1. *Delegations can be done both in person and email comments that are to be sent to the District Administrator ([russr@merton.k12.wi.us](mailto:russr@merton.k12.wi.us)) 5 minutes before the start of the board meeting (5:55-6:00). All email comments will be read to the board, following the allowable comments as indicated in the Board Agenda.*
2. *No personnel/confidential issues can be discussed in the open session of the board. These types of concerns must be brought forth through board adopted procedures.*
3. *The school district has adopted policies and procedures for dealing with problems/complaints. These procedures provide for discussion and resolution of concerns, with board involvement if necessary, as certain steps*

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*are followed. The board is prohibited from becoming involved outside of the adopted procedure*

IX. New Business

- A. Personnel Actions (Action)
- B. 2020-21 Physical Therapy 66.03 Contract (Action)
- C. Approve 2020-21 Student Handbooks (Action)
- D. District wide facility usage for community and outside groups (Discussion)
- E. Fall Reopening Plan Discussion/Changes (Possible Action)
- F. Merton Intermediate School Remodel Approval to Phase 2 (Possible Action)

X. Future Meeting and Agenda Items

XI. Motion to Adjourn

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## MERTON COMMUNITY SCHOOL DISTRICT- *NEW BUSINESS*

**MEETING DATE:** August 17, 2020

**AGENDA ITEM:** *Personnel Actions (Action)*

I would like to thank Julie Behnke for her 18 years of service. Please see her [letter of resignation](#).

Due to some schedule changes due to COVID, we are asking that Leah Johnson's (Intermediate School Art) part-time contract from 54% to 78%. Please see the [attached](#) new part-time contract for Leah Johnson.

Added 8/17/20 - Please see Adina Zeppos [resignation](#). We would like to thank Adina for her 3 years of service!

### **ADMINISTRATIVE RECOMMENDATION:**

The administration is recommending the board make a motion to approve the letter of resignation of Julie Behnke as presented.

The administration is recommending the board make a motion to approve the individual teaching contract for Leah Johnson.

Added 8/17/20 - The administration is recommending the board make a motion to approve the letter of resignation of Adina Zeppos as presented.



## **MERTON COMMUNITY SCHOOL DISTRICT- *NEW BUSINESS***

**MEETING DATE:** August 17, 2020

**AGENDA ITEM:** *2020-21 Physical Therapy 66.03 Contract (Action)*

This year the administration is recommending pooling together for Physical Therapy services with Hartland Lakeside, Stone Bank, and Richmond by entering into an intergovernmental agreement (66.03). The allotment of services is approximately 5 hours per week. We will be submitting timesheets to reflect the services provided to the Merton Community School District. Please see the [attached](#) 66.03 for Physical Therapy services for the 2020-21 School Year.

### **ADMINISTRATIVE RECOMMENDATION:**

The administration is recommending the board make a motion to approve the 66.03 as presented for Physical Therapy services for 2020-21 school year.

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## MERTON COMMUNITY SCHOOL DISTRICT- *NEW BUSINESS*

**MEETING DATE:** August 17, 2020

**AGENDA ITEM:** *Approve 2020-21 Student Handbooks (Action)*

Each year the School Board approves Student Handbooks for [Merton Primary](#) and [Merton Intermediate](#). Please see the changes highlighted in **yellow**.

The main changes include:

- The addition of [Student Masking Guidelines/Expectations](#)
- Removal of shared food for parties or birthday parties
- Additional transportation/bus expectations including masks

### **ADMINISTRATIVE RECOMMENDATION:**

The administration is recommending the board make a motion to approve the Merton Primary and Merton Intermediate Student Handbooks as presented.

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## MERTON COMMUNITY SCHOOL DISTRICT- *NEW BUSINESS*

**MEETING DATE:** August 17, 2020

**AGENDA ITEM:** *District wide facility usage for community and outside groups (Discussion)*

Since late March, our buildings have been closed for public and community use. Beginning July 1st, our exterior grounds were available for public use and facility usage per our board policies with the addendum that they would submit a COVID-19 plan.

In working with John Nettesheim, we feel we can have a few areas in each building we could have outside groups utilize. These groups typically are the scouts, MAA, 4H, etc... The areas we are looking at would be our gyms, cafeterias, and 3rd grade large group spaces. However, we believe access should be between 4:30 p.m.-7:00 p.m. This gives us time to get people out of the building, but at the end of the night (7:00 p.m.) allows us to have enough time to clean, but also gives us some flexibility with time with our night custodial start and end times. Each group would be required to supply us with a COVID-19 plan.

### **ADMINISTRATIVE RECOMMENDATION:**

No action recommended. This is for discussion only and to supply direction to the administration.

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## **MERTON COMMUNITY SCHOOL DISTRICT- *NEW BUSINESS***

**MEETING DATE:** August 17, 2020

**AGENDA ITEM:** *Fall Reopening Plan Discussion/Changes (Possible Action)*

On August 3rd, the School Board voted to reopen this fall with a 5 day a week 100% face to face with a family option of 100% virtual.

At this point the administration is still committed and feels this is in the best interest of our community.

### **ADMINISTRATIVE RECOMMENDATION:**

No action recommended.

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## MERTON COMMUNITY SCHOOL DISTRICT- *NEW BUSINESS*

**MEETING DATE:** August 17, 2020

**AGENDA ITEM:** Merton Intermediate School Remodel Approval to Phase 2 (Possible Action)

Over the past several months, the district has been working with EUA (architecture firm) and a team of 16 staff members and school board members to create a future master plan for Merton Intermediate School. The team has finalized plans for a possible Intermediate School remodel starting next spring.

[Master Plan](#) for future remodel for Merton Intermediate School. Please see the document with the areas focused for a possible Spring 2021 remodel. (current cafeteria, office, 5th grade classrooms, and Little Theater areas)

### [Cost Estimate](#)

The next steps of the project would be the board approving moving forward into Phase 2 of the possible remodel. This would mean the district would work with EUA on a finalization of the plan for the 75' section to then go out to bid for the construction for the remodel. The possible start of construction could begin as early as March 2021.

### **ADMINISTRATIVE RECOMMENDATION:**

The administration is recommending the board make a motion to approve the administration to move forward into creating construction documents with EUA for a remodel of Merton Intermediate School.





## **MERTON COMMUNITY SCHOOL DISTRICT- *FUTURE AGENDA ITEMS AND MEETINGS***

**MEETING DATE:** August 17, 2020

**AGENDA ITEM:** *Future Agenda Items and Meetings*

Upcoming Meetings:

- A. August 31, 2020 @ 7:00 p.m (Open Session)
  - 1. Monthly Meeting
- B. September 9, 2020 @ 7:00 p.m. (Open Session)
  - 1. Budget Hearing/Annual Meeting
- C. September 28, 2020 @ 7:00 p.m. (Open Session)
  - 1. Monthly Meeting

### **ADMINISTRATIVE RECOMMENDATION:**

No action necessary.

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