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**SCHOOL DISTRICT OF JEFFERSON
JEFFERSON, WISCONSIN**

**MINUTES
FINANCE AND OPERATIONS COMMITTEE
May 10, 2010**

8 The Finance and Operations Committee of the Board of Education of the School District of Jefferson met on
9 Monday, May 10, 2010, in the Jefferson High School Library. Chairperson Schumacher called the meeting
10 to order at 7:44 p.m. with Committee members Stoner and Thompson.

11
12 **Approval of the April 12, 2010 Committee Minutes:** A motion to approve the 4-12-10 Finance and
13 Operations Committee as presented was made by Dr. Stoner, seconded by Mrs. Schumacher. The
14 motion passed on a unanimous voice vote.

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16 **OPERATIONS TOPICS:**

17 **Resignation(s)**

18 None

19
20 **Employment(s)**

- 21 • Janelle Gallatin, .40 FTE Guidance Counselor Job Share

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23 A motion to approve the employment of Janelle Gallatin as presented and forward to the full Board for
24 approval pending certification was made by Mrs. Schumacher, seconded by Mr. Thompson. The motion
25 passed on a unanimous voice vote.

- 26
27 • Jane Vogel, .75 FTE Physical Education and Health at Sullivan

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29 A motion to approve the employment of Jane Vogel as presented and forward to the full Board for approval
30 pending certification was made by Mrs. Schumacher, seconded by Mr. Thompson. The motion passed on a
31 unanimous voice vote.

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33 **2010-11 Job Share Agreement:** The job share agreement for Ms. Sheila Larkin and Ms. Janelle Gallatin
34 was presented for committee consideration.

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36 A motion to approve the 2010-2011 Job Share Agreement between Sheila Larkin and Janelle Gallatin as
37 presented and forward for full Board approval was made by Mr. Thompson, seconded by Mrs. Schumacher.
38 The motion passed on a unanimous voice vote.

39
40 **Staffing Consideration for a .47 FTE Paraprofessional III at East Elementary for 2010-11:** Due to the
41 specific needs of a special education student at East Elementary School, Mr. Nolan and Mrs. Pellmann
42 requested the addition of a 3½ hour per day special education paraprofessional for the balance of the 2009-10
43 school year.

44
45 Given the unique needs of this situation, Mr. Nolan is requesting that this paraprofessional position continue
46 for the 2010-11 school year. The anticipated cost for this position will be \$9,669 and would again be funded
47 with Flow-Through School Age ARRA money.

48
49 A motion to approve the employment of a .47 FTE Paraprofessional III at East Elementary for a one-year
50 contract for the 2010-2011 school year as presented and forward a recommendation on to the full Board was
51 made by Mr. Thompson, seconded by Mr. Stoner. The motion passed on a unanimous voice vote.

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2 **Extension of Contracted Days for Director of Curriculum and Instruction:** In June of 2009 the Board
3 approved the hire of Dr. Donna Thomas as our Interim Director of Curriculum and Instruction. A maximum
4 number of 150 work days for the 2009-10 school year was approved at a daily rate of \$385.
5

6 Mr. Swartz recommended an extension of Dr. Thomas' contract for up to a total of 20 days for the remainder
7 of the 2009-10 school year at a daily rate of \$385. Funding could come from the unused contingency
8 account.
9

10 A motion to approve the C&I Director contract extension for Dr. Thomas as recommended and forward for
11 full Board approval was made by Mr. Stoner, seconded Mr. Thompson. The motion passed on a unanimous
12 voice vote.
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14 **FACILITY TOPICS:**

15 **Jefferson High School Facilities Project Update:** Mrs. Peachey and Superintendent Swartz updated the
16 committee on project related topics including financing and asbestos consulting services.
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- 18 • Four days of interviews have been completed with staff and architects & construction managers. The
19 next step is a schematic building design based on staff input.
- 20 • Construction management contract is now being reviewed by legal counsel
- 21 • Hopeful to have Labor Day groundbreaking
- 22 • Accounting for referendum fund has been set up
- 23 • Two purchase orders have been issued – land survey and asbestos study
- 24 • Finance plan has been discussed with representatives from R.W. Baird
- 25 • Four phase borrowing planned
- 26 • First phase of borrowing could be Board approved in June
27

28 **FINANCE TOPICS:**

29 **2010-11 Budget:** The discussion on including funds in the budget for 2010-11 for the Character Education
30 program was moved to the full Board meeting in June.
31

32 **Discussion of Possible Topics for Future Meetings:**

- 33 • Construction management contract
34

35 A motion to adjourn was made by Mr. Stoner, seconded by Mr. Thompson. The motion passed on a
36 unanimous voice vote.
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38 ADJOURNMENT: 8:10 p.m.

39 BOARD OF EDUCATION

40 Secretary, Pati Fitzgerald