

BOARD OF EDUCATION
PARDEEVILLE AREA SCHOOL DISTRICT
Pardeeville, WI

MINUTES
REGULAR BOARD MEETING
August 19, 2013

The meeting was called to order at 7:00 p.m. by Board President, Ms. Pufahl. Roll call was taken with the following board members present: Mr. Balsiger, Ms. Ives, Ms. Levzow, Mr. Smith, Ms. Walker and Ms. Pufahl. Ms. Morrison arrived at 7:19 p.m. Also present at this meeting were Mr. Knitt, Ms. Kamrath, Mr. Lenz, Mr. LeMay Ms. McElroy, Mr. Ted Krueger and Ms. Clemmons.

Open Forum

There were no open forum items discussed.

Administrative Team Reports

Ms. Kamrath submitted a report on the Elementary School. Only about 20 students are attending the remedial summer school with 90 minutes of reading and 90 minutes of math instruction. Ms. Kamrath attended the Educator Effectiveness Conference on August 6th. Registration for students was held on August 7th. All but 18 families came to register, pay fees and have their pictures taken. Language Arts Boot Camp is scheduled for August 20-21. Open House is set for August 28th from 5:00-6:00 p.m. The PTO will be providing a free meal on that night. The PBIS (Positive Behavior Intervention System) team met on August 12th to go over the in-service plan for the start of the school year. Bulldog paws and tickets will be given out for positive student behaviors. The team also decided to have staff recognize each other for their positive gestures and appreciations. The RtI (Response to Intervention) team met on August 13th. Ms. Kamrath interviewed candidates for the third grade teacher opening. New teacher in-service meetings start on August 19th. The all teaching staff in-service days start on August 27-29.

Mr. Lenz submitted a report on middle school. A middle school open house will be held on August 28th from 5:00-6:00 p.m. At the open house families will have a chance to meet teachers and see classrooms. Middle school will be using a late homework slip this year. If a student's homework assignment is not complete on the due date, a late homework slip will be filled out by the student and parents will be required to sign it. The student will then be required to attend homework club until the work is done. Lockers for the Balliet building have been delivered and are being installed. This year the fifth grade teachers will specialize in specific subject areas. This specialization will allow us to take advantage of the strengths of the individual teachers for the maximum benefit of our students.

Mr. LeMay submitted a report on the High School. Ms. Nicole Jodarski is the new Spanish teacher this year replacing Ms. Quade. Fall sports are underway. Registration was held on August 7th. The Thrift Sale was a huge success. At the time of Mr. LeMay's report, the school made approximately \$2,500 selling old uniforms, lockers and other items. The bleachers in the high school gym have been installed and look great. Summer projects that were completed in the high school this year included: gym repainting, the painting of Ms. Viking's classroom, cleaning out of storage rooms for the thrift sale, installation of new ceiling tiles in the locker room hallway, the removal of the unused lockers in the entrance hallway, the repurposing of those lockers, and the painting of the entry hallway. Mr. LeMay's term as the Trailways Conference President has ended. The process of shifting over to RSchools for our sports calendar scheduling is underway. WIAA is encouraging the changeover.

Members of the FFA worked at the Pork Shoppe at the State fair. Members of the Student Council are attending a retreat to prepare for the 2013-14 school year. Mr. LeMay will meet monthly with the Executive Committee of the Student Council to listen to their concerns, work on new initiatives and get guidance from them.

Ms. McElroy reported on Technology in the District which included the following: **Cable and Tech Referendum Project Final Completion:** All vendor accounts have been paid and projects are complete for paging and bells, wireless access district wide for education support, video surveillance for safety and security, infrastructure wiring and cabling to improve systems and network support. **Workstation updates:** Ordered 6 Kindles for audible books for special ed. Ms. McElroy is looking into a new power management software that would allow better control of when we choose to startup and shutdown workstations. **Software and Projects:** Ms. McElroy and the principals attended a 2 hours webinar for OASYS—the district Rtl and progress monitoring software. Ms. Pulver and Ms. McElroy have participated in several webinars to setup the new RSchools Activity Scheduler website and software along with a second program for Facility Management. Parents may subscribe to a sport and if a schedule changes, receive a text message to their phone or an email. The new website is posted on the Athletic, staff, student and parent pages of our website. Numerous teachers and office staff have been attending one and two day trainings outside the district to learn about GoogleDocs and other technology integration ideas for their classroom.

Ms. Morrison arrived during Ms. McElroy's report.

Mr. Ted Krueger reported on the Custodial/Maintenance Department. Installation of the high school gym bleachers took place August 2-4. The final inspection for the bleachers is set for August 14th. Other projects: Installation of 90 lockers at the Balliet building; bulletin boards are being hung around high school hallways; a new suspension bridge for the elementary playground equipment was ordered as the old one was a safety issue; cleanup around the buildings and grounds; waxing the floors and cleaning the classrooms; installation of lockers in the back hallway of the high school; and filling and patching holes in the high school gym walls before the gym was repainted. Mr. Krueger met with CESA 10 and set up dates for inspections. Mr. Krueger also scheduled a training class for lockout tag out and chemical handling for custodians and technicians on October 21.

Committee Reports

Curriculum Committee—next meeting will be held on 9/5/13 at 8:00 a.m.

Personnel Committee—met on 8/12/13 to discuss the certified staff handbook.

Referendum

A referendum timeline was provided by Carol Wirth, our financial adviser, showing what the resolution adoption deadline would be depending upon which date the referendum will be held. Ms. Wirth will be in attendance at the next board meeting on 9/3/13 to discuss the referendum.

Attendance at WASB Fall Regional Meeting in Baraboo on 10/9/13

Board members planning to attend the WASB Fall Regional meeting include Mr. Balsiger, Ms. Ives, Ms. Lezow, Ms. Pufahl, Mr. Smith and Ms. Walker along with Mr. Knitt. Ms. Clemmons will do the registrations for the meeting.

Employee Handbooks

The board members were given a copy of a draft of the Certified Teaching Personnel Handbook. The Board discussed reducing the alternative benefit plan portion of the handbook and phasing that benefit out sooner. Section VI, item A, should say Workers Comp rather than Miscellaneous. This handbook will be on the agenda for the Personnel Committee on 9/9/13. It will then come before the board for a first and second reading before it is fully approved.

School In-Service Schedule

Copies of agendas for in-service meetings were given to the Board. Mr. Knitt told the board members that an All Staff in-service meeting will be held on Tuesday, 8/27/13 starting at 7:30 a.m.

Set Committee Meeting Dates

A committee meeting schedule starting in September and ending in May was given to all board members. Curriculum Committee meetings will be held on an as scheduled basis. The Buildings and Grounds Committee will be the 3rd Monday of each month at 6:00 p.m. Finance Committee will meet on the 1st Monday of each month at 6:00 p.m. Personnel Committee will meet on the 2nd Monday of each month at 7:00 p.m. Policy Committee will meet on the 4th Monday of each month at 7:00 p.m. Mr. Knitt told the Board that committee meetings may be cancelled if there is nothing to discuss at that time. Additional meetings may be scheduled if needed.

Board Member Concerns

No concerns were made.

Approval of Minutes Dated 8/5/13

A motion was made by Mr. Balsiger to approve the minutes dated 8/5/13. The motion was seconded by Mr. Smith. Motion carried 7-0.

Approval of Receipts/Expenditures

A motion was made by Ms. Levzow to approve the receipts/expenditures as presented. The motion was seconded by Ms. Walker. Motion carried 7-0. Check numbers submitted and approved included checks #49751-49824, 10313-10319, 73113, 49649, 49651-49660, 49714-49735, 01AMEX0013-01AMEX0017, and 4900001034-4900001035.

Approval of Certified Staff Resignation

A motion was made by Mr. Smith to approve the resignation from Mr. Lee Schroeder. The motion was seconded by Ms. Levzow. Motion carried 7-0.

Approval of Certified Staff

A motion was made by Ms. Levzow to approve hiring Ms. Beth White for the third grade teacher opening. The motion was seconded by Ms. Walker. Motion carried 7-0.

Approval of Support Staff

None

Approval of Johnson Controls Contract

A motion was made by Mr. Smith to approve a one year contract with Johnson Controls. The motion was seconded by Ms. Levzow. Motion carried 7-0.

Approval of Middle School and High School Teacher Handbooks

Board members took the best parts from each handbook and asked the two principals to revise them, making them more uniform. In addition, the principals should put a revised date on the handbooks. A motion was made by Mr. Balsiger to approve the middle school and high school teacher handbooks. The motion was seconded by Mr. Smith. Motion carried 7-0.

Agenda Items for Next Meeting

The next regular school board meeting will be held at 7:00 p.m. on Tuesday, September 3, 2013. Agenda items will include Referendum Update, WKCE Test Results, AP Test Results, ACT Test Results, Board Member Concerns, Approval of Minutes Dated 8/19/13, Approval of Certified Staff Resignation, Approval of Support Staff, Approval to Close the Wrestling Activity Account into the AD Activity Account, Approval to Close the Middle School Craft Activity Account into the Middle School Activity Account, Action on Request from Rio School District to Transport an Open Enrollment Student from the Pardeeville District, Approval of Certified Staff, and Approval of Additional Fall Coaches.

Adjournment

A motion was made by Ms. Ives to adjourn. The motion was seconded by Ms. Walker. Motion carried 7-0.

The meeting was adjourned at 8:55 p.m.

Lynette Ives, Clerk