

BOARD OF EDUCATION  
PARDEEVILLE AREA SCHOOL DISTRICT  
Pardeeville, WI

MINUTES  
REGULAR BOARD MEETING  
October 21, 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, Ms. Morrison, Mr. Smith, Ms. Walker, Ms. Pufahl and Mr. John Walton, student representative. Also present at this meeting were Mr. Knitt, Ms. Kamrath, Mr. Lenz, Mr. LeMay, Ms. McElroy, Mr. Krueger, Ms. Clemmons, Mr. Mike Haynes and Mr. Mike Babcock.

Open Forum

There were no open forum items discussed.

Administrative Team Reports

Ms. Kamrath submitted a report on the Elementary School. The Fire Department talked with students in Kindergarten-4<sup>th</sup> grades about fire safety during Fire Prevention Week. The bus company also had students practice evacuating a bus in case of a fire or other emergency. 4K students went to the fire house. Ms. Heidi Walter from CESA 5 worked with K-4 teachers putting lessons together into the CORE Curriculum Companion. October late start was spent working on Language Arts curriculum. Students who read and practiced their math over the summer celebrated with s'mores on 10/10/13. 4K students went to Lapacek's Apple Orchard on 10/10/13. About 14 students participated in three-year-old screening on 10/11/13. Kindergarten students went to the Country Bumpkin pumpkin patch and Timbavati Wildlife on 10/11/13. Elementary parent-teacher conferences were held on October 15 & 17. PTO is having a Halloween dance on 10/25/13. WKCE testing will begin on 10/29/13 for grades 3-4. The elementary Response to Intervention Committee is working with our school psychologist to put together a pamphlet that would explain the process and procedures when referring a student for a learning disability. When finished, this pamphlet will be presented to administration and the school board.

Mr. Lenz submitted a report on middle school. Mr. Lenz will be attending the Association for Middle Level National Convention in Minnesota on November 6-9. MAP testing is complete and teachers are putting the data to good use. The results of the student bullying survey are in and Mr. Lenz will provide a comparison of the 2012 responses at next month's board meeting. Middle school band and choir will perform in their fall concert on 10/24/13. Student Council will sponsor an activity night for 5<sup>th</sup> grade on 10/29/13. Middle School parent-teacher conferences were held on October 14 & 17. Volleyball and Football seasons are wrapping up and practice for boys' basketball begins 10/22/13.

Mr. LeMay submitted a report on the High School. A fall music concert will be held on 10/24/13. The Theatrical Society will hold its play on October 25 & 27 and November 2. Homecoming events were held September 30-October 5. Mr. LeMay thanked the two advisors, Mr. Lynch and Mr. Nickel, and the entire Student Council for their work with this event. A canine search was held at the Middle/High School on 10/10/13. The sophomore class traveled to Sun Prairie on 10/10/13 to partake in a college fair at which over 50 universities and technical schools were present. High School parent-teacher conferences were held on October 14 & 17.

A Veteran's Day program will be held in the high school gym on 11/11/13 at 10:30 a.m. with a luncheon to follow. WKCE testing will take place in the high school on November 6 or 7 and 13. Mr. LeMay attended the Building Your Own Curriculum (BYOC) User's Group meeting on October 11. Mr. LeMay, Ms. Levzow, and Mr. Knitt toured Madison College on 9/26/13 to get ideas for the future of our technology education program. Mr. LeMay and Mr. Crombie, part-time counselor, will be speaking to the freshmen on October 23 to go over rules, expectations, and to see what can be done to help them make the year a good one. A copy of a Post-High School Planning Calendar for students in grades 9-12 was also given to the board members.

Mr. Krueger reported on the Custodial/Maintenance Department. The two maintenance employees for the district completed 41 work orders from staff. All custodial/maintenance staff took part in a chemical training class put on by Tartan Supply. Herb Maier and Phil Kamrath went to a seminar on refinishing gym floors. The main part of the maintenance building was cleaned up so we have room to perform oil changes and routine maintenance ourselves on our school owned vehicles. CESA 10 came in and took samples of flooring to find out what we have left for asbestos. Mr. Krueger is working with Marshall W. Nelson & Associates to figure out what our best solution for the LP backup fuel system is. Johnson Controls came out to work PM's to check boilers under their contract. Overloads that were under sized for the hot water pump in the elementary school have been changed.

Ms. McElroy reported on Technology in the District which included the following: **Equipment:** A Chromebook cart was setup for 3<sup>rd</sup> grade. The Chromebooks for this cart were purchased through elementary activity account funds. **Software and Professional Development:** OASYS Rti software has all up to date class schedules and testing data. MAP testing fall season was completed on 10/4/13. IXL math software was set up for 5<sup>th</sup> and 6<sup>th</sup> grade along with updating the elementary data base for K-4<sup>th</sup> grade. Ms. McElroy attended the CESA 5 Tech Coordinator's meeting on 10/11/13.

### Committee Reports

Buildings & Grounds Committee—met on 10/14/13 to discuss a Pardeeville Bulldog Support Foundation entry project, facility planning study, snow plow bids and maintenance referendum projects.

Curriculum Committee—met on 10/17/13 to discuss requirements for earning letters. The committee recommended not offering letters in Jazz Band or Show Choir. Administration should work with staff and develop a point system for music letters in Band and Chorus. Points earned in Show Choir and Jazz Band would be included in the Band and Chorus letters. Students and parents should be informed that fund-raising is a requirement for participation in Show Choir. If parents or students choose not to fund raise, they may pay their student cost for participation in Show Choir out-of-pocket. The next meeting for the Curriculum Committee is 11/14/13.

Finance Committee—met on 10/7/13 to discuss the 2013-14 equalized value report, 2013-14 property value per student, open enrollment adjustments to 2013-14 budget, election date options for a possible maintenance referendum and auditor contract.

Personnel Committee—met on 10/14/13 to discuss the district administrator evaluation, establish a job description timeline, establish a co-curricular schedule review and discuss building administrator compensation. Ms. Pufahl handed out a district administrator evaluation form to each of the board members. Board members should complete these evaluation forms and turn them back in to Ms. Pufahl at the board meeting on November 4<sup>th</sup>. Ms. Pufahl will tabulate the information and then it will be discussed in a closed session meeting on November 18<sup>th</sup>.

Policy Committee—this committee is scheduled to meet on 10/28/13 to review board policies.

### Student Representative Report

John Walton, student representative to the Board, reported on school activities which included information about recent football injuries, football and cross country results, homecoming events including Bulldog games, pep rally, football game and dance. The Seniors won the homecoming week competition. FFA students took a trip to the Dairy Expo. There was a recent search conducted at the school by dogs from the Sheriff's Department. Parent-teacher conferences were held, and students have new Go times now.

### Referendum Update

Ms. Carol Wirth will be at the board meeting on November 4<sup>th</sup> to discuss the referendum. She will give a presentation on the impact of delaying the maintenance referendum if we don't put it on the ballot for the April 1, 2014 election. She will also be discussing refinancing earlier debt. As far as deadlines, by the second meeting in December, we will need to know the amounts for the referendum. At the first meeting in January, the Board will need to approve the resolution for the ballot for the April 1<sup>st</sup> election.

### Board Member Concerns

Ms. Ives brought up the possibility of having an all sports pass available at Pardeeville Schools.

### Approval of Minutes Dated 10/7/13

A correction was made to the attendance portion of the 10/7/13 minutes to add John Walton and Kimberly and Patrick Bue and family. A motion was made by Ms. Morrison to approve the minutes dated 10/7/13 with the corrections made in attendance at the meeting. The motion was seconded by Ms. Ives. Motion carried 7-0.

### Approval of Receipts/Expenditures

A motion was made by Ms. Morrison to approve the receipts/expenditures as presented. The motion was seconded by Ms. Ives. Motion carried 7-0. Check numbers submitted and approved included checks 0100050098-0100050184, 0100049860-0100049887, 0100049993-0100050054, 0100010330-0100010342, 109302013, 010010336A, 01AMEX0022-01AMEX0025, 3919272013 and 39A9272013.

### Approval of Snow Plow Bid

Two bids were received for snow plowing. The bids were reviewed and discussed at a Buildings and grounds Committee meeting on 10/14/13. The Buildings and Grounds Committee recommended approval of the bids from Kenevan Kontractors for the 2013-14 and 2014-15 school years. A motion was made by Ms. Levzow to approve the bids from Kenevan Kontractors for the 2013-14 and 2014-15 school years. The motion was seconded by Mr. Balsiger. Motion carried 7-0.

### Approval of Facility Planning Study

The board members were given a proposal from Bray Architects to conduct a facility planning study. The cost would be \$3,500.00. Scope of service would include a space needs requirement and building issues study, review space use for the Balliet Building and to prepare alternative design concepts for a new auditorium. The Buildings and Grounds Committee recommended forwarding this to the Board for approval. A motion was made by Ms. Levzow to approve the proposal from Bray Architects for \$3,500 to do the facility planning study. The motion was seconded by Ms. Ives. Motion carried 7-0.

### Approval of Pardeeville Bulldog Support Foundation Entry Project

Mr. Mike Haynes and Mr. Mike Babcock from the Pardeeville Bulldog Support Foundation asked the school board to approve an entry project to the athletic fields. Details of the plan were given to the Buildings and Grounds Committee at their meeting on 10/14/13. Copies of the plan were also handed out to all board members at tonight's meeting. A monetary donation was given for the project along with in kind donations of materials and labor. The PBSF is proposing setting the footings by 11/20/13 and then a cap would be placed over the footings until spring construction. A motion was made by Mr. Smith to proceed with the project they are working on. The motion was seconded by Ms. Levzow. Motion carried 7-0.

### Approval of Coaches

Coaches submitted for approval included: Alice Reigel—Varsity Girls Basketball, Greg Wagoner—Middle School Boys Basketball, Jim Tessman—Middle School Boys Basketball, Molly Carlson—Co-Head Track Coach, Jessica Smith—Co-Head Track Coach, John Lindquist—Middle School Track, and Donn Johnson—Middle School Baseball. A motion was made by Ms. Morrison to approve the list of coaches. The motion was seconded by Ms. Ives. Motion carried 6-0-1. Mr. Smith abstained.

### Approval of 2 Year Extension of Auditor Contract

The auditor contract with Miller, Brussell, Ebben and Glaeske has expired. The Finance Committee recommended having a two year extension of the current audit contract and then bid a new contract at the end of that time period. A motion was made by Ms. Ives to approve a 2 year extension of the auditor contract. The motion was seconded by Mr. Smith. Motion carried 7-0.

### Approval of 2013-14 Budget

This item will be on the agenda for the next Board meeting on 11/4/13.

### Approval of Tax Levy

This item will be on the agenda for the next Board meeting on 11/4/13.

### Approval of Youth Options Courses

One youth options application was submitted for approval. A motion was made by Ms. Levzow to approve the youth options courses. The motion was seconded by Mr. Balsiger. Motion carried 7-0.

### Approval of Increase in Hot Lunch Prices

Mr. Knitt explained that the Federal Government has regulations about hot lunch prices and the minimum level that they can be. Our prices did not meet those requirements and we are required to raise our hot lunch prices effective November 1, 2013. The increase is 10 cents per meal which will bring our prices to \$2.30 for elementary, \$2.60 for middle/high school and \$3.35 for adult lunches. A motion was made by Ms. Morrison to increase our school lunch prices by 10 cents. The motion was seconded by Ms. Walker. Motion carried 7-0. A letter will be sent out to all parents explaining this increase.

### Approval of Certified Staff

Administration recommended hiring Mr. Christopher Sherrick for the 50 percent elementary counselor position. A motion was made by Ms. Morrison to approve hiring Mr. Christopher Sherrick for the 50 percent elementary counselor position. The motion was seconded by Ms. Ives. Motion carried 7-0.

### Agenda Items for Next Meeting

The next regular school board meeting will be held at 7:00 p.m. on Monday, November 4, 2013. Agenda items will include Referendum Update, Board Member Attendance at the WASB Annual Convention on January 22-23, 2014, Board Member Concerns, Approval of Minutes Dated 10/21/13, Approval of Motion to Direct Wisconsin Public Finance Professionals to Proceed with Process of Refinancing 2004 Bonds, Approval of Resolution Authorizing Temporary Borrowing in Amount Not to Exceed \$900,000 Pursuant to Section 67.12(8)9a)1, Wis. Stats., Approval of 2013-14 Budget, Approval of Tax Levy, Approval of First Reading of Policies.

### Adjournment

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

The meeting was adjourned at 8:29 p.m.

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Lynette Ives, Clerk