

BOARD OF EDUCATION  
PARDEEVILLE AREA SCHOOL DISTRICT  
Pardeeville, WI  
MINUTES  
REGULAR BOARD MEETING  
January 18, 2016

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

Open Forum

There were no open forum items presented.

Administrative Team Reports

Ms. Kamrath submitted a report on the elementary school. 4K-4<sup>th</sup> grade teachers talked about math curriculum during the January late start time. The 4<sup>th</sup> grade spelling bee is set for 1/15/16. Ms. Kamrath had 18 scheduled teacher observations over a two week period. 4K registration is set for 3/9/16. We are still waiting for State approval on our After School Daycare Program. The PBIS team met with Village of Pardeeville members to talk about starting a summer park program at Chandler Park this summer. Their plan is to provide activities, crafts, a possible meal and books for students during the summer.

Mr. Lenz submitted a report on the middle school. Observations were conducted for teachers in their summary year as part of the educator effectiveness system. During the January late start time the Language Arts Team and Standards Based Report Card Team decided on standards for reading and began discussing writing standards. The science and social studies teams worked on curriculum. MAP testing will begin in middle school on 1/26/16. Plans are being made to add Aimsweb as a math screener for next year. Screeners are short (10 minute) assessments used in coordination with MAP to implement high quality instruction.

Mr. LeMay submitted a report on the high school. Student Council will be hosting a study party for semester exams on 1/18/16. Second semester begins 1/25/16. Mr. LeMay and Ms. Juanita Comeau from Madison College will be presenting at the Wisconsin State Education Convention on 1/22/16 about Going Outside the Box: Partnerships, Student Success and CTE. Dorothy Ginnett from CESA 5 worked with the science department on curriculum on 1/11/16. Mr. LeMay and guidance counselors Ms. Huset and Ms. McGraw attended the CESA 5 Academic and Career Planning Part II meeting on 1/12/16. This is the second of a three-part workshop that allows them to work on preparing for the ACP initiative that Wisconsin will be rolling out for grades 6-12 in 2017. CESA 5 hosted a High School Principal Network meeting on 1/6/16. Pardeeville will be hosting the Conference Forensics meet on 2/1/16. A Financial Aid Night meeting for seniors and their parents will be held on 1/18/16. January late start time was

spent discussing the Freshmen Orientation meeting they plan to kick off at the start of the 2016-17 school year and the Career and Job Fair they are planning here at the high school on 2/16/16. A sample Citizenship test was created by the social studies department. Beginning next year all seniors will need to take the test as part of the state's new graduation requirement. The Bulldog Intervention Team formed earlier this year has met with some students.

Mr. LeMay also gave an Activities Director report. The cheer competition team met with clinicians and is working on their routine for the upcoming competition season. Ms. Pulver and Mr. LeMay attended the Trailways Conference meeting on 1/13/16. Mr. Knitt submitted a letter to the WIAA regarding the addition of Palmyra-Eagle and Parkview to the Trailways Conference. The wrestling co-op will be moving to Cambria next year since Rio will not have any wrestlers and Cambria will have the majority of the wrestlers next year.

Ms. McElroy reported on technology in the district. **Network:** Upgraded both domain controller servers on 12/28/15, reviewed network health report from RMM for December, replaced a projector in room EL 122, and upgraded Windows work stations with Windows software patches. **Software and Administrative:** eRegistration—Ms. McElroy set up a webinar for both nurses to preview the online registration and all year plug-in piece to PowerSchool that would allow parents to update health information online at any time. eRate—Ms. McElroy is previewing proposals for internet transport. She and Mr. Krueger met on 1/14/16 with Dave Tracey from the Village of Pardeeville and Chris Crawford from Charter Spectrum to discuss how fiber transport could be upgraded for the school district along with potential timeline, permits, etc. Adobe Creative Cloud, a new subscription software install is being setup for distribution to Business Ed, Tech Ed and several other targeted computers. Ms. McElroy has been setting up a proxy server and Chromebook setup for ACCESS ELL testing, a whole new system and setting up files and Chromebook settings for MAP testing in elementary and middle school to start on 1/26/16.

Mr. Krueger reported on custodial/maintenance items which included the following: Replaced the fan motor for the kitchen's walk-in cooler condenser, worked on a few of the high school and middle school gym light fixtures, changed the wiring for the exhaust fan for the greenhouse, took a load of confidential papers from the District storage room to the Columbia County recycling center to be shredded, installed a new toilet in the elementary girls room, replaced the ignition coil on the Dodge truck, replaced seized bearings in ceiling fans, etc. Everyone had part in working on the 28 work orders that came in over the past month.

Ms. Houslet submitted a report on Library/Technology. Starting 3<sup>rd</sup> quarter, 3<sup>rd</sup> grade students will have the ability to send and receive emails from their teachers and Ms. Houslet will be responsible for monitoring this. Over the past 2 months in order to better monitor Chromebook and students on Chromebook usage, the Technology Steering Committee and other teacher tech leaders have been doing trials of GoGuardian and Hapara. In February Ms. Houslet and Ms. Achterberg will be holding another TechnoPardee which is a 2-day technology workshop at our school. The GIG (Google Integration Group) project is halfway through with 6 teachers participating. This group of teachers will be meeting again in February to begin discussing their TTT (Third Tuesday Training) topic presentations.

### Committee Reports

Buildings & Grounds Committee—met on 1/4/16 to review quotes for stripping the elementary school gym floor. No meeting needed for 1/25/16.

Finance Committee – met tonight to discuss the Fund 10 revenue total and expenditure total and discuss building and department budget totals.

Personnel Committee—met on 1/4/16 to discuss extra-curricular pay, retention of certified staff, administrator staffing for 2016-17, certified staff early retirement benefits and changes to the Support Staff Handbook. No meeting needed for 2/1/16.

Policy Committee—met on 1/11/16 to review NEOLA policies which are on tonight’s agenda for approval of first reading.

### Student Representative Report

No report given.

### High School Schedule Matrix

Mr. LeMay handed out an example of the two year high school schedule matrix that he had talked about at previous meetings so the Board could see what the schedule looks like.

### 2016-17 School Calendar

Draft 4 of the 2016-17 school calendar was reviewed by the Board. The 2016-17 calendar will be on the 2/15/16 board agenda for approval.

### Trap Shooting

Mr. Knitt said he talked with our insurance carrier regarding liability for the school in regard to the trap shooting program. There would be no impact on our liability insurance.

### Board Member Concerns

None

### Action/Discussion on Spaces Available for Open Enrollment Students

A list of the number of spaces available for students who apply to come to the Pardeeville Area School District for the 2016-17 school year under open enrollment was reviewed by the Board: Grade 4K—no limit; Kindergarten—limit of 2; Grade 1—limit of 2; Grade 2—limit of 7; Grade 3—0 spaces open; Grade 4—0 spaces open; Grade 5—limit of 2; Grade 6—0 spaces open; Grade 7—limit of 2; Grade 8—limit of 3;

Grades 9-12—no limit; and Special Ed—All Grades—0 spaces open. A motion was made by Ms. Levzow to approve the spaces available for open enrollment students as presented. The motion was seconded by Ms. Ives. Motion carried 5-0.

#### Action/Discussion on One Year Certified Staff Early Retirement Change

A motion was made by Mr. Pulver to approve the one year certified staff early retirement change as presented. The motion was seconded by Ms. Ives. Motion carried 5-0.

#### Action/Discussion on High School Career Planning Course Description Guide

A motion was made by Ms. Ives to approve the High School Career Planning Course Description Guide for 2016-17. The motion was seconded by Ms. Levzow. Motion carried 5-0.

#### Approval of Minutes Dated 1/4/16

A motion was made by Ms. Levzow to approve the minutes dated 1/4/16. The motion was seconded by Mr. Smith. Motion carried 5-0.

#### Approval of Receipts/Expenditures

A motion was made by Ms. Ives to approve the receipts/expenditures. The motion was seconded by Mr. Smith. Motion carried 5-0. Check numbers submitted and approved included 54275-54330, 10595-10605, 0101215ACH, 0101215DDF, 54087-54139, 54208-54237, 4900001078, and 01AMEX0275-01AMEX0280.

#### Approval of Cancer Run/Walk Coordinator

A motion was made by Mr. Pulver to approve Mr. Chris Lynch as Cancer Run/Walk Coordinator. The motion was seconded by Mr. Smith. Motion carried 5-0.

#### Approval of Change to Support Staff Handbook

The Personnel Committee recommended that a line be added to the Support Staff Handbook that states, "Employees hired prior to July 1, 1989 may receive \$5.00 per day of unused sick leave payment upon resignation or \$15.00 per day of unused sick leave payment upon retirement". A motion was made by Ms. Levzow to approve the change to the Support Staff Handbook. The motion was seconded by Mr. Pulver. Motion carried 5-0.

#### Approval of Donation from Stone Foundation

A check was received from the Stone Foundation in the amount of \$5,000 to be used toward elementary playground equipment. A motion was made by Mr. Smith to approve the donation from Stone Foundation. The motion was seconded by Mr. Pulver. Motion carried 5-0.

### Approval of First Reading of NEOLA Policies

NEOLA policies submitted for approval of first reading included: Policy 3120.08 Employment of Personnel for Co-Curricular/Extra-Curricular Activities, Policy 3120.09 Volunteers, Policy 3121 Criminal History Record Check, Policy 3230 Conflict of Interest, Policy 3281 Personal Property of Staff Members, Policy 3430.01 Family and Medical Leave of Absence (“FMLA”), Policy 4120.09 Volunteers, Policy 4121 Criminal History Record Check, Policy 4124 Letter of Reasonable Assurance, Policy 4230 Conflict of Interest, Policy 4281 Personal Property of Staff Members, Policy 4430.01 Family and Medical Leave of Absence (“FMLA”), Policy 5111 Eligibility of Resident/Nonresident Students, Policy 5113 Open Enrollment Program, Policy 5114 Non-Immigrant Students and Visitor Programs, Policy 5514.01 Student Use of Motor Vehicles, Policy 5540 The Schools and Governmental Agencies, Policy 5605 Suspension/Expulsion of Students with Disabilities, and Policy 5630.01 Use of Restraint and Seclusion with Students. A motion was made by Ms. Ives to approve first reading of the policies listed on the agenda. The motion was seconded by Ms. Levzow. Motion carried 5-0.

### Agenda Items for Next Meeting

The next regular school board meeting will be held at 7:00 p.m. on Monday, February 1, 2016. Agenda items will include: Pupil Count Report, Board Member Concerns, Approval of Minutes Dated 1/18/16, Approval of Family Leave Request, Approval of Donation of Snow Shoes, Approval of Donation from ENR Investments, Approval of Donation from United Community Bank, and Approval of Second Reading of NEOLA Policies.

### Adjournment

A motion was made by Mr. Pulver to adjourn. The motion was seconded by Mr. Smith. Motion carried 5-0.

The meeting was adjourned at 8:57 p.m.

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Lynette Ives, Clerk