

BOARD OF EDUCATION
PARDEEVILLE AREA SCHOOL DISTRICT
Pardeeville, WI

MINUTES
REGULAR BOARD MEETING
April 20, 2015

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: 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, Mr. Krueger, Ms. McElroy, Ms. Clemmons, Ms. Nicole Jodarski, Ms. Barbara Hein, Mr. Daniel Pulver, Ms. Katie David, Ms. Joan Killoran, and Ms. Barb Allen.

Open Forum

No one spoke under open forum.

Administrative Team Reports

Ms. Kamrath submitted a report on the elementary school. The elementary school is preparing for Badger testing. The April late start in-service time was spent on the last EE DPI-module. Enrichment summer school is set for June 15-26, 2015. About 200 family members attended the PTO sponsored movie night on 4/10/15. Ms. Kamrath is working on finalizing the master schedule for 2015-16. K-4 MAP testing and 4K-2 PALS (Phonological Awareness Literacy Screening) starts 4/27/15. Ms. Kamrath will be meeting with all elementary teachers during the week of May 18th on: their SLO (student learning objective), PPG (professional practice goal), EE-scoring if this is their summary year for Educator Effectiveness, and their Teacher Professional Development Plan.

Mr. Lenz submitted a report on the middle school. Middle School students participated in a “Wear Yellow” event to raise awareness of SCID. Middle school sports are in full swing—track, softball and baseball. The first week of Badger testing is complete. D.A.R.E. graduation was held on 3/27/15. Middle school was well represented at the recent Math Meet.

Mr. LeMay submitted a report on the high school. Mr. LeMay and the Pardeeville High School hosted the final High School Reform meeting on 4/3/15. Pardeeville will be hosting the Southern Trailways Conference Banquet on 4/21/15 to honor conference valedictorians and salutatorians and their significant educators from 12 schools including Pardeeville. Almost 70 students from the technology education classes will be going to Madison College on 4/22/15 to take part in the ASET-High School Student Outreach Open House. The majority of the trip will be funded by Madison College. Scholarship interviews will take place on 4/23/15. Ms. Carlson’s Advanced Biology students will be going to UW-Milwaukee on 4/21/15 as part of a year-long science project they have been working on and one of our students, Hope Read, has been selected to present her findings at that event. Prom was held on 4/11/15 at the Wyocena Community Center with about 80 students in attendance. State Forensics was held the weekend of 4/18/15.

Ms. McElroy reported on technology in the district. She helped with set up for Badger testing and ACT Aspire online testing. Ms. McElroy worked with several vendors and TBJ Consulting to resolve a Fortinet firewall failure on 4/15/15. She met with 2 different companies regarding network monitoring and support for the District. Her goals are to have key infrastructure devices monitored 24/7, receive remote assistance updating servers and these key systems, have an annual review of the network, and plan a 3, 5 and 10 year replacement plan of main infrastructure systems to aid in better financial planning. Several more wireless access points will be needed to fill in for testing so 9 were purchased taking advantage of a 3 for 1 purchase promotion. Sixty Chromebooks will be replaced this spring as they will have reached their 3 year lifespan for best performance. The 3 year old Chromebooks will be redistributed to Kindergarten, 1st grade and middle school until they completely fail and they will not be used for testing. Applications for eRate for phone and internet have been completed.

Mr. Krueger reported on custodial/maintenance items which included the following: Performed spring maintenance on all lawn care equipment including oil changes, greasing, new belts and sharpened blades, replaced the chimney on the shop's heater that had rusted through, installed a new safety switch on the Genie Lift, did a tune-up on the maintenance work van, thatched and aerated all ball fields, shampooed and fixed carpet squares in middle school and high school entrances, mounted two projectors, installed cabinets and countertop in middle school office, did the annual preventive maintenance to all rooftop exhaust fans, and built shelving in the old locker room at the elementary school. The custodians did a lot of catchup work during spring break including burnishing hallways, touching up paint, dusting, and waxing some heavy traffic hallways. The entire Custodial/Maintenance department helped with working on 41 work orders received.

Ms. Houslet reported on Technology Training in the district and the Technology Steering Committee. The Library Media Technology Steering Committee met on 4/14/15. They discussed Mobile Device feedback from a survey taken at each building. They ended the meeting starting to map out the 2015-16 plan for technology professional development and getting commitments for that year. Amber Houslet and Beth White attended a GAFE Summit workshop and came back with some new ideas of implementation in both the classroom and professional development. CESA 5 will be coming on 6/10/15 for a Google Bootcamp with two tracks—one geared toward experienced users and the other for support staff and beginning users. The Third Tuesday Technology (TTT) training topic for the month of March was Google Forms.

Committee Reports

Personnel Committee—met on 3/23/15 to review job descriptions for Senior High Attendance/Front Desk Secretary, Food Service Supervisor, Guidance Administrative Assistant, and Health Aide, and had an executive session to discuss 2015-16 food service reorganization and to discuss 2015-16 filling certified staff positions for current certified staff out on leave. The Personnel Committee also met on 4/13/15 to review a request by staff members to continue alternative benefit plan, review Activities Director job description, discuss elimination of the food service supervisor position, discuss food service supervisor job description and an executive session to discuss 2015-16 negotiations with the PEA, 2015-16 administrator salaries and 2015-16 support staff wages.

Policy Committee—next meeting will be on 4/27/15 to review board policies and to review the 8th grade Washington, D.C. trip guidelines.

Student Representative Report

John Walton reported on student activities in the high school. Spring sports are underway. Pardeeville hosted a middle school track meet on April 14th. Everyone that participated at State Forensics received a medal and there was one gold medal. State Solo & Ensemble will be held on April 25th. Prom was held on April 11th. Scholarship interviews will be held on April 23rd.

Plaque Presentation to Retiring Board Member

Mr. Knitt presented Ms. Kathy Morrison with a certificate from WASB and a plaque thanking her for her service to the school board over the last 3 years.

Discussion on Continuation of 8th Grade Washington D.C. Trip

Mr. Knitt recommended that changes be made to the guidelines for the Washington, D.C. trip due to additional costs that the District occurred this year. Mr. Smith recommended that this issue be referred to the Policy Committee for review of the guidelines and then for the committee to make a recommendation to the Board.

Board Member Concerns

Ms. Ives said a parent asked her whether a student could serve a 3 game suspension by signing up for a spring time sport in order to avoid sitting out 3 games for a fall sport. Mr. Knitt said he will check into this.

Mr. Balsiger suggested sending a letter from our school board to the Joint Finance Committee about K-12 funding. Mr. Knitt said he is putting this on the agenda to discuss at the 5/4/15 board meeting.

Approval of Minutes Dated 4/6/15

A motion was made by Mr. Smith to approve the minutes dated 4/6/15. The motion was seconded by Mr. Balsiger. Motion carried 4-0-3. Ms. Levzow, Ms. Morrison and Ms. Walker abstained.

Approval of Receipts/Expenditures

A motion was made by Ms. Morrison to approve the receipts/expenditures. The motion was seconded by Ms. Walker. Motion carried 7-0. Check numbers submitted and approved included #52903-52986, 10508-10517, 0103315DDF, 0133115ESF, 52706-52741, 52808-52852, and 01AMEX0161-01AMEX0172.

Approval of Spanish Trip for 2016

Information about the Spanish trip to Guatemala in 2016 for 8 days and 7 nights was given to the Board at the 4/6/15 meeting. A motion was made by Ms. Morrison to approve the Spanish trip for 2016. The motion was seconded by Ms. Ives. Motion carried 7-0.

Approval of Out-of-State/Overnight Music Trip

Information about the music trip to New York City in 2016 was presented to the Board at the 4/6/15 meeting. A motion was made by Ms. Levzow to approve the out-of-state/overnight music trip as presented. The motion was seconded by Mr. Balsiger. Motion carried 7-0.

Approval of CESA 5 Contract for 2015-16

A motion was made by Mr. Balsiger to approve the CESA 5 contract for 2015-16. The motion was seconded by Ms. Levzow. Motion carried 7-0.

Approval of Alio Contract for 2015-16

A motion was made by Ms. Morrison to approve the Alio contract for 2015-16. The motion was seconded by Ms. Ives. Motion carried 7-0.

Approval of 2015-16 School Year Calendar

A motion was made by Mr. Smith to approve the 2015-16 school year calendar. The motion was seconded by Mr. Balsiger. Motion carried 7-0.

Approval of Resignation of Certified Staff

Resignation letters from Ms. Rebecca Hineman and Ms. Elizabeth Huck, both Business Education teachers, were submitted for approval. A motion was made by Ms. Levzow to accept the resignations from Ms. Rebecca Hineman and Ms. Elizabeth Huck. The motion was seconded by Ms. Walker. Motion carried 7-0.

Approval of CESA 5 Purchase of Fort Winnebago Elementary School

CESA 5 wants to buy the Fort Winnebago School in Portage to house the COMAN program. By Wisconsin Statutes, each school district in CESA 5 must vote before they can purchase the property. Mr. Knitt recommended approval. A motion was made by Ms. Levzow to approve the CESA 5 purchase of Fort Winnebago Elementary School. The motion was seconded by Mr. Balsiger. Motion carried 7-0.

Approval of Elimination of Food Service Supervisor Position

Mr. Knitt and the Personnel Committee recommended eliminating the Food Service Supervisor position at the end of the 2014-15 school year and then contracting out with a larger district or a food service company to do the functions of that job. A motion was made by Mr. Balsiger to approve the elimination of the Food Service Supervisor position. The motion was seconded by Mr. Smith. Motion carried 7-0.

Approval of Elimination of Middle School Special Education Position

Mr. Knitt said based on recommendations from CESA 5, who oversees our Special Education program, there is need for only one Special Education teacher in the middle school next year. The teacher whose position is being eliminated will be offered an early childhood position that we will need next year. A motion was made by Ms. Ives to approve the elimination of a middle school special education position. The motion was seconded by Ms. Walker. Motion carried 7-0.

Approval of Activities Director Job Description

A revised Activities Director job description was given to the Board. A motion was made by Ms. Morrison to approve the Activities Director job description. The motion was seconded by Mr. Balsiger. Motion carried 7-0.

Approval of Second Reading of Policies

The following policies were submitted for approval of second reading:

- 1) Policy 3362 Employee Anti-Harassment
- 2) Policy 3430.01 Family and Medical leave of Absence ("FMLA)
- 3) Policy 4120 Employment of Support Staff
- 4) Policy 4122 Nondiscrimination and Equal Employment Opportunity
- 5) Policy 4123 Section 504/ADA Prohibition Against Disability Discrimination in Employment
- 6) Policy 4211 Whistleblower Protection
- 7) Policy 4213 Student Supervision and Welfare
- 8) Policy 4217 Weapons
- 9) Policy 4340 Grievance Procedure
- 10) Policy 4362 Employee Anti-Harassment
- 11) Policy 4430.01 Family and Medical Leave of Absence ("FMLA")

A motion was made by Ms. Walker to approve the second reading of the policies numbered 1-11 on the agenda. 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 Monday, May 4, 2015. Agenda items will include: Election of School Board Officers, District Financial Report from District Financial Advisor, Presentation on Science Project at UW-Milwaukee, Board Members to Hand Out Diplomas, Set June Board Meeting Dates, Report from Policy Committee Regarding Washington D.C. Trip, Board Member Concerns, Approval of Minutes Dated 4/20/15, Approval of 2015-16 Health Insurance, Approval of Resignation of Support Staff, Approval of Board Letter Regarding K-12 Funding, Approval of First Reading of Policies and an executive session to approve the executive minutes dated 4/20/15, to discuss final notice of certified staff non-renewals, certified staff contracts, non-renewal of support staff and action on items from executive session.

Ms. Morrison left prior to the executive session.

Executive Session

An executive session was held under 19.85(1)(c) of the Wisconsin State Statutes to approve the executive minutes dated 3/2/15, to discuss negotiations with the Pardeeville Education Association, Principal recommendations on first year certified staff, 2015-16 support staff, and non-renewal and layoff of certified staff.

Action on Items in Executive Session

A motion was made by Mr. Balsiger to approve the 2015-16 support staff letters of intent. The motion was seconded by Mr. Smith. Motion carried 6-0.

A motion was made by Ms. Levzow to approve preliminary notice of certified staff layoffs. The motion was seconded by Mr. Balsiger. Motion carried 6-0.

A motion was made by Ms. Walker to approve preliminary notice of certified staff non-renewals. The motion was seconded by Ms. Ives. Motion carried 6-0.

Adjournment

A motion was made by Mr. Balsiger to adjourn. The motion was seconded by Ms. Levzow. Motion carried 6-0. The meeting was adjourned at 9:23 p.m.

Lynette Ives, Clerk