

BOARD OF EDUCATION
PARDEEVILLE AREA SCHOOL DISTRICT
Pardeeville, WI

MINUTES
REGULAR BOARD MEETING
July 14, 2014

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, Mr. Smith, and Ms. Pufahl. Ms. Levzow arrived at 7:10 p.m. and Ms. Walker arrived at 7:27 p.m. Ms. Morrison was absent. Also present at this meeting were Mr. Knitt, Ms. Kamrath, Mr. Lenz, Mr. LeMay, Mr. Krueger, Ms. McElroy, Ms. Clemmons, Ms. Barb Allen and Ms. Joan Killoran.

Open Forum

There were no open forum items.

Administrative Team Reports

Ms. Kamrath submitted a report on the elementary school. Enrichment summer school classes finished on July 3rd. There were 247 students that attended. Ms. Kamrath has been working on the Teachscape certification to evaluate teachers. A letter will be going out to all elementary families welcoming them to the 2014-2015 school year. The elementary school theme for the 2014-2015 school year is "Wild About Learning". Registration will be on 8/6/14, Back to School Night on 8/27/14 and a volunteer meeting will be held on 9/19/14. Ms. Kamrath is working with an Oasys consultant. Teachers will put their quarterly data into the Oasys program and will be able to look at student data from year to year. Ms. Kamrath's daughter, Jennifer, organized an elementary school float for the 4th of July parade and about 30 elementary students rode in the parade handing out candy, bookmarks, pencils, etc. Teachers recommended about 70 students who would benefit from extra math and reading support and Ms. Kamrath sent out invitations to those students to attend a remedial summer school program in August. This year the school is also providing bus transportation for remedial summer school for students who would normally ride the bus.

Mr. Lenz submitted a report on the middle school. Character development will be a goal of the middle school this year and Mr. Lenz is working on a character education program for homeroom time. A Middle School 101 informational flyer will be mailed out to families. Middle School will begin using the Middle Years resource to supplement monthly newsletters to families. Multiple contacts were made for proposals for the Washington, D.C. trip. In-wall cafeteria tables were installed in the middle school gym. A bottle filling station was purchased and installed in the 7th/8th grade hall with funds from a spring fund raiser. Mr. Lenz finished certifications for stage 1 and 2 of Teachscape which is an evaluation tool that will be used for the new educator effectiveness system. Mr. Lenz made initial contacts for the middle school mentor program.

Mr. LeMay submitted a report on the high school. Remedial summer school finished the week of June 30th. Remodeling of the high school locker room is continuing to move forward. Registration for all students will be held on August 6th. An intern will be hired for the fall of 2014 to teach two sections of English 9 and one section of Myths and Legends. A total of 51 Advanced Placement exams were taken. Scores ranged from 1-5 and students scoring a 3 or higher can receive college credit. Results were: English Language and Composition – 11 out of 17 scored 3 or higher; English Literature and Composition – 8 out of 11 scored 3 or higher; Psychology – 10 out of 14 scored 3 or higher; U.S. History – 4 out of 5 scored a 3 or higher; Calculus AB – 2 out of 3 scored 3 or higher; and Calculus BC 1 out of 1 scored a 3 or higher. Head coaches for all fall sports are in place. The weight room has been open during mornings and evenings with a good turnout. Mr. LeMay said Mr. Krueger and his crew deserve an immense amount of thanks for the fine job they are doing with the variety of projects going on this summer. A new social media program and a new webpage for the school will be available soon. Senora Casey and Senorita Jodarski had a successful trip to Spain with seven students.

Ms. McElroy reported on technology in the district. In early June lightning took out 2 switches (\$2,200) and one door reader in the elementary school. On June 30th the entire network including switches was taken down to prepare for the Village power pole replacement. 87 Acer Chromebooks were ordered— 30 for an elementary cart, 30 for a middle school cart, 15 for Google certified staff and 12 for special ed classrooms. Two projectors and mounts were ordered—one for World Studies class and one for 4K SMARTboard support. Architect engineers replaced our VM Host server that helps manage the network on 6/25/14 and updated our two main servers that manage data and user accounts on 6/29/14. Marco updated both phone controllers and the voicemail server. The eRate certification has been completed for accepting services for the 2014-2015 applications. Security system settings were reviewed and several doors were updated so that when the power goes out the doors default now to a locked position. All Windows XP workstations remaining in service (62) were updated to Windows 7. Other summer projects include: Set up new users and reorganize all student accounts in current software programs, update Destiny library server software, update wireless controllers and servers, update firewall, update security server software, set up new accounts for social media project and set up firewall access for NEOLA policy update project which will give the District office access to policy updates quickly.

Mr. Krueger reported on custodial/maintenance items: Rice Painting painted lockers in the Balliet building. Custodial/Maintenance refinished the gym floor. The lockers from the boys' locker room were removed and recycled. Routson Brothers started remodeling the boys' locker room. The boiler project demolition starts July 17th. Maintenance employees ran wiring and hung a TV in the high school LMC, installed a bottle filler/water fountain in the middle school, reframed and hung the other insulated door on the east end of the greenhouse, patched holes and repainted the elementary office area. Custodians have been working on cleaning and waxing floors in classrooms, etc.

Committee Reports

No committee reports were given.

Washington, D.C. Trip Update

Mr. Lenz and Ms. Allen presented information about the Washington, D.C. trip. A proposed itinerary for the Washington D.C. trip leaving on 3/29/15 and returning on 4/4/15 was given to the Board. Costs would be \$573.00 for students and \$671.00 for adults. These costs are based on taking one bus. A discussion was held about using money from the Ambassadors to Washington D.C. activity account to help students pay for the trip who could not afford to go. A determination will need to be made as to which students would qualify for financial help for this trip. St. John's School has 3 students and 3 adults who would like to join our school on this trip. Approvals for the Washington D.C. trip will be on the 8/4/14 board agenda.

Reading Recovery Report

A Reading Recovery Report for the 2013-14 school year was given to the board members. The Reading Recovery program has been in our school for 18 years now and has served 253 students. Eight students received Reading Recovery help this year. Students who participated gained at least eight reading text levels. Seven out of eight students tripled their writing vocabulary score. After completing Reading Recovery, all students were given support from Ms. Zak, Mrs. Gust and/or Mrs. Strayer through the Literacy Support program to promote continued growth.

September School Board Meeting Date

Since Labor Day, September 1, is the first Monday in September the school board decided they will meet on Tuesday, September 2, 2014 for their first regular board meeting of the month.

2013-2014 Budget

The general fund revenue exceeded the 2013-2014 budget by \$71,009 and general fund expenditures were less than the 2013-2014 budget by \$63,260.

High School Class Dues

Mr. LeMay proposed having each student in grades 9-12 pay a class due at the time of registration. This money would then be deposited in their class account and used to offset the costs of the activities the class participates in and other incidentals over their four years at the high school. Examples of class expenses were Homecoming float, Homecoming skit, Winterfest skits, Junior Prom, Senior Class trip, graduation, memorials for classmates, or siblings, parents, etc. of classmates. He proposed that students in grades 9-12 would pay \$10 per year. Grades 9 & 10 would have no fundraisers and grades 11 & 12 would each have one fundraiser per year. This item will be on the agenda for approval at the next board meeting.

Board Member Concerns

A discussion was held about the school's red Ford van that has had mechanical problems and left students stranded in Merrill, WI recently while on a field trip.

Mr. Smith talked about providing proper concussion training for teachers and recess workers on the playground. Our trainer from Divine Savior would be willing to train staff.

Approval of Minutes Dated 6/16/14

A motion was made by Ms. Levzow to approve the minutes dated 6/16/14. The motion was seconded by Ms. Ives. Motion carried 5-0-1. Mr. Smith abstained.

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 6-0. Check numbers submitted and approved included check #'s: 0100051467-0100051532, 0100010424-0100010430, 010DD62014, 01AMEX0076-01AMEX0083, 0100051364-0100051379, 0100051431-0100051466, 0100051533-0100051542, and 0100051551-0100051579.

Approval of Elementary Guidance Counselor

A motion was made by Ms. Levzow to approve hiring Ms. Ashley Spafford for the elementary guidance position. The motion was seconded by Mr. Balsiger. Motion carried 6-0.

Approval of Special Summer Project Contacts

Mr. Knitt recommended the Board approve a maximum of 5 days special project contracts for Ms. Kamrath and Ms. Huck. Ms. Kamrath will be working on a historical study of our current reading support programs to see how effective they are. Ms. Huck will be working on upgrading our school web page and additional methods of communicating with the public. A motion was made by Mr. Smith to approve special summer project contracts. The motion was seconded by Ms. Ives. Motion carried 6-0.

Approval of English Teacher Intern

A motion was made by Ms. Levzow to approve Ms. Kelsy Hribar as the English teacher intern. The motion was seconded by Mr. Balsiger. Motion carried 6-0.

Approval of CESA 5 Data Processing Service Contract

A motion was made by Ms. Ives to approve the CESA 5 Data Processing Service Contract. The motion was seconded by Mr. Balsiger. Motion carried 6-0.

Approval of 2014-2015 Parent Transportation Contracts

The Board was given parent transportation contracts to approve for paying families that have children who will be attending school at either St. Mary’s School or St. John’s School in Portage for the 2014-2015 school year. A motion was made by Mr. Balsiger to approve the 2014-2015 parent transportation contracts. The motion was seconded by Ms. Walker. Motion carried 6-0.

Approval of Donation for Library in Memory of Barb Biddick

A check was received from Delta Kappa Gamma Alpha Chapter to be used for library books in memory of elementary guidance counselor Barb Biddick. A motion was made by Mr. Smith to approve the donation from Delta Kappa Gamma Alpha Chapter in memory of Ms. Barb Biddick. The motion was seconded by Ms. Levzow. Motion carried 6-0. Ms. Kamrath will send a thank you for this donation.

Approval of 2014-2015 Hot Lunch & Breakfast Prices

Mr. Knitt said the Federal Government is requiring the School District to raise meal prices in 2014-2015. This is the recommendation based on the Federal Government requirement:

	<u>Hot Lunch</u>	<u>Breakfast</u>
Elementary	\$2.40	\$1.40
Middle School	\$2.65	\$1.65
High School	\$2.75	\$1.90
Adult	\$3.50	\$2.00

A motion was made by Ms. Ives to approve the 2014-2015 lunch and breakfast prices. The motion was seconded by Ms. Levzow. Motion carried 6-0.

Approval of 2014-2015 Budget

Mr. Knitt presented the proposed 2014-2015 budget to the Board with Fund 10 revenues of \$10,036,250 and expenditures of \$10,293,652. The proposed tax levy is -2.0%. A motion was made by Ms. Ives to approve the proposed 2014-2015 budget. Ms. Walker seconded the motion. Motion carried 6-0.

Agenda Items for Next Meeting

The next regular school board meeting will be held at 6:30 p.m. on Monday, August 4, 2014 in the Elementary School Library. Agenda items will include 2013-2014 WKCE Test Results, 2014-2015 Support Staff Handbook, 2014-2015 Certified Staff Handbook, Coaches Evaluation Format, Board Member Concerns, Approval of Minutes Dated 7/14/14, Approval of Additional Coaches, Approval of August Remedial Summer School Contracts, Approval of Expenditure from Ambassadors to Washington, D.C. Account, Approval of St. John’s Students/Chaperones for Washington, D.C. Trip, Approval of Extra-Curricular Code Handbook, Approval of Donation, Approval of 2014-2015 Substitute Teacher Pay, Approval of 2014-2015 Bread Bid, Approval of 2014-2015 Milk Bid, Approval of High School Class Dues, Approval of High School Windows Bid, Approval of Roof, Gutter and EIFS bid.

Executive Session

An executive session was held under 19.85(1)(c) of the Wisconsin State Statutes to approve the executive session minutes dated 6/16/14, discuss layoff of an Educational Assistant, and to hear an end of the year report from an administrator.

Action on Items from Executive Session

A motion was made by Ms. Walker to approve the layoff of an educational aide per administrator recommendation. The motion was seconded by Ms. Levzow. Motion carried 6-0.

Adjournment

A motion was made by Ms. Walker to adjourn. The motion was seconded by Mr. Balsiger. Motion carried 6-0. The meeting was adjourned at 10:06 p.m.

Lynette Ives, Clerk