

BOARD OF EDUCATION  
PARDEEVILLE AREA SCHOOL DISTRICT  
Pardeeville, WI

MINUTES  
REGULAR BOARD MEETING  
December 15, 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, Ms. Lezvow, Mr. Smith, Ms. Walker, Ms. Pufahl and Mr. John Walton, student representative. Absent was Ms. Morrison. Also present at this meeting were Mr. Knitt, Mr. Lenz, Mr. LeMay, Mr. Krueger, Ms. McElroy, Ms. Clemmons, Mr. Mike Brouette, and students Callie Brouette, Addisyn Guenther, and Skylar Lynch.

Open Forum

There were no open forum items.

Administrative Team Reports

Ms. Kamrath submitted a report on the elementary school. The elementary holiday concert and art fair was held on 12/11/14. Student Council helped PTO with a toy drive and all the toys were taken to the Wycocena Food Pantry. About 300 students and families attended "Reading Under the Stars Night". December late start time was spent working on curriculum and doing a PBIS (Positive Behavior Intervention System) survey. The 4K staff had another family fun day on 12/10/14 where students and their families were able to participate in academic activities and learn what new curriculum their students will be learning next.

Mr. Lenz submitted a report on the middle school. MAP testing is scheduled for 1/27/15 thru 2/12/15. Four Chrome Book carts are being put together so that students in study halls will have greater access to computer resources for school work. Staff evaluations using the new Educator Effectiveness system are in full swing. Earth Club sponsored a pet food drive and many pet supplies were gathered to be donated to local shelters. Lego Club membership is way up this year with close to 30 students now. Late start time was used for continued development of the common core standards for math and language arts. Middle School staff is also well underway with documenting science and social studies within Build Your Own Curriculum. Eighth grade students and their families made 1,920 pizzas on 12/6/14 as fund raiser for the Washington, D.C. trip. Mr. Lenz also provided the Board with a copy of the December Middle School newsletter.

Mr. LeMay submitted a report on the high school. The band and choir holiday concert will be held on 12/16/14. Mr. LeMay attended a High School Reform Committee meeting on 12/5/14 to talk about Google Classroom Agenda 2017. Mr. LeMay attended the first home wrestling meet at Rio on 12/4/14. Pardeeville had 4 of our 5 students wrestle. The Rio coach was thankful that Pardeeville joined their wrestling co-op. A representative from Madison College examined our equipment in the Tech Ed shop and he feels that all the equipment is functional and ready for use during second semester as we re-start

the Tech Ed program. Madison College has secured a teacher for the first 5 periods of Tech Ed for the 21<sup>st</sup> Century Home and Intro to Technology Education classes. We are still looking for an Intro to Drafting instructor. Mr. LeMay extended a big thanks to Ms. McElroy for working on getting the new computers ordered for the Tech Ed room and to Mr. Krueger and his crew for getting the shop cleaned up and ready. Discussion has started on scheduling for the 2015-16 school year. More courses will be added to Technology Education and hopefully dual credit offerings will be expanded. Christine Boettcher, the math consultant from CESA 5 met with the high school math department to look at their program and sequencing and she will continue to meet with that department to work on curriculum. Mr. LeMay encouraged people to look at the school's Facebook account by simply going to the Pardeeville School District homepage and clicking on the Facebook icon at the top.

Ms. McElroy reported on technology in the district. TBJ Consulting, security consultant, assisted with making further changes to our firewall settings. Backup job copy issues were resolved over a series of remote web sessions with VEEAM. The District Office copy machine has been set up to send and receive faxes now thereby eliminating the regular fax machine. Monthly procedures are being set up to send out Windows updates to all workstations. A new work ticket system is being researched so multiple techs can make notes on work tickets and users can view the history of their work tickets. Ms. McElroy is researching and configuring the Tech Ed workstation setup for the new Tech Ed classes starting second semester. Four grade levels of standards based report cards have been updated with MBA and Associates. There were 45 work tickets documented for the Tech Department.

Mr. Krueger reported on custodial/maintenance items which included the following: The school received \$500 for the old electrical service in the elementary boiler room that was removed and recycled. All water damaged ceiling tiles throughout the school have been replaced. The Custodial/Maintenance Department removed the old counter top type computer desks in the Tech Ed room and replaced them with 15 white computer desks that came from the elementary and Balliet buildings. The Tech Ed shop area is being cleaned up. Quarterly maintenance was done on the air handler units by changing filters, cleaning, greasing, oiling, checking belts, etc. The department worked on 49 work orders over the past month. The exterior building project is now on hold until next spring. There are only a few patches and minor things to touch up on the exterior project. Windows for the west end of the high school were ordered and are being stored at Portage Glass until they can get installed.

Ms. Houslet reported on Technology Training in the district and the Technology Steering Committee. Ten staff members attended November's TTT (Third Tuesday Technology training) which was about grades 5-12 LMC Resources and Google Forms. There are 21 people registered for December's TTT meeting which will be about Organizing Your Google Drive. GIG (Google Integration Group) participants are starting their second domain project. The 3<sup>rd</sup> annual TechnoPardee Technology Workshop will be held in the high school on February 20-21, 2015. The Library Media Technology Steering Committee met on 12/9/14 and updated their status on the Tech Plan and looked at what goals we are falling short on. The committee plans to finish the updates during their meeting in January. Items decided upon were opening up Facebook for professional use only since we already have other social media such as Twitter and Google+ open and allowing staff to make Google Documents public to better communicate newsletters with parents. The Steering Committee is comprised of 2 tech trainers from each building, 1 tech coach from each building, building principals, the Library Media Specialist (Ms. Houslet) and the Technology Integrator (Ms. Huck).

### Committee Reports

Buildings & Grounds Committee—met tonight to discuss the 2015-2016 TruGreen contract, listen to an update on removal of items from the shed on school property and an update on the EIFS project.

Curriculum Committee—met on 11/25/14 with the Art, Business Ed and Special Ed departments, and discussed the Tech Ed program. The Curriculum Committee's next meeting will be on 12/18/14 to meet with the English department, to listen to an update on the technology education program beginning second semester, and to discuss the 2015-2016 high school courses.

Finance Committee—met on 12/1/14 to review the 2015-2016 budget.

Policy Committee—met on 11/24/14 to review policies 2423, 3236, 4236, 5113.01, 5320, 5335, 5451.02, 5517.01, 6800, 8210, and 8325. Approval of first reading of these policies was done at the 12/1/14 meeting and approval of second reading was done at tonight's board meeting.

### Student Representative Report

John Walton reported on student activities in the high school. The middle school/high school band and choir holiday concert will be held on 12/16/14. Basketball and curling games and practices are underway.

### Board Member Concerns

Mr. Smith acknowledged an email that board members received from Ms. Larson and Mr. Evans regarding their concern with band and choir schedules.

### Approval of Minutes Dated 12/1/14

A motion was made by Ms. Ives to approve the minutes dated 12/1/14. The motion was seconded by Mr. Balsiger. Motion carried 5-0-1. Ms. Pufahl abstained.

### Approval of Receipts/Expenditures

A motion was made by Ms. Walker to approve the receipts/expenditures. The motion was seconded by Mr. Smith. Motion carried 6-0. Check numbers submitted and approved included #52284-52352, 10468-10477, 01111814DB, 01113014DD, 52127-52145, 52210-52252, 01AMEX0120-01AMEX0131, and 490000001052.

### Approval of 7<sup>th</sup>/8<sup>th</sup> Grade Girls Club Donation toward New High School Gym Curtain

Students Addisyn Guenther, Skylar Lynch and Callie Brouette presented a \$1,000.00 check from the 7<sup>th</sup> and 8<sup>th</sup> Grade Girls Club to Board President, Ms. Pufahl, to be put towards the purchase of a new curtain for the high school gymnasium. A motion was made by Mr. Balsiger to approve the donation from the 7<sup>th</sup> and 8<sup>th</sup> Grade Girls Club to be put towards the purchase of a new curtain for the high school gym. The motion was seconded by Ms. Levzow. Motion carried 6-0.

### Approval of Co-Curricular Advisor

Ms. Kamrath recommended approving Ms. Kerri Lintl as a second tech trainer for the elementary school. This is a co-curricular position. A motion was made by Ms. Ives to approve Ms. Kerri Lintl for the co-curricular tech trainer position at the elementary school. The motion was seconded by Ms. Levzow. Motion carried 6-0.

### Approval of Tech Ed Workstation Project

Ms. McElroy presented a proposal with bids received for computer workstations and monitors needed for the new Tech Ed program which will begin second semester. She recommended approving the HP proposal from Direct Technology for a total of \$44,489.00 for 17 workstations. This project is part of the referendum that was approved. A motion was made by Ms. Levzow to approve the bid from Direct Technologies for 17 units specs HP Z420 and monitor HP E241i. The motion was seconded by Mr. Balsiger. Motion carried 6-0.

### Approval of Second Reading of Policies

The following policies were submitted to the Board for approval of second reading:

- 1) Policy 2423 School-to-Work Program—delete this policy
- 2) Policy 3236 Receipt of Legal Documents by District Employees—delete this policy
- 3) Policy 4236 Receipt of Legal Documents by District Employees—delete this policy
- 4) Policy 5113.01 Course Options—new policy
- 5) Policy 5320 Immunization—revised policy
- 6) Policy 5335 Care of Students with Chronic Health Conditions—revised policy
- 7) Policy 5451.02 Technical Excellence Higher Education Scholarships—new policy
- 8) Policy 5517.01 Bullying—revised policy
- 9) Policy 6800 System of Accounting—replacement policy
- 10) Policy 8210 School Calendar—revised policy
- 11) Policy 8325 Receipt of Legal Documents by District Employees—renumbered/revised policy

A motion was made by Mr. Balsiger to approve the second reading of the policies as presented. The motion was seconded by Ms. Walker. Motion carried 6-0.

### Agenda Items for Next Meeting

The next regular school board meeting will be held at 7:00 p.m. on Monday, January 5, 2015. Agenda items will include: Special Education Report, Board Member Concerns, Approval of Minutes Dated 12/15/14, Approval of Family Medical Leave, Approval of Part-Time Technology Education Teacher, Approval of 2015 Lawn Care Contract, Approval of High School Gym Curtain Activity Account, Approval of Administrative Guidelines for Wisconsin Technology Excellence Scholarship, and Approval of Resignation from Co-Varsity Track Coach.

Executive Session

An executive session was held under 19.85(1)(c) of the Wisconsin State Statutes to approve the executive meeting minutes dated 10/6/14 and to review the district administrator evaluation.

Action on Items from Executive Session

A motion was made by Ms. Levzow to extend the District Administrator's contract to 6/30/2017. The motion was seconded by Mr. Smith. Motion carried 6-0.

Adjournment

A motion was made by Ms. Walker to adjourn. The motion was seconded by Ms. Ives. Motion carried 6-0.

The meeting was adjourned at 9:10 p.m.

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Lynette Ives, Clerk