

BOARD OF EDUCATION
PARDEEVILLE AREA SCHOOL DISTRICT
Pardeeville, WI

MINUTES
REGULAR BOARD MEETING
January 21, 2013

The meeting was called to order at 7:40 p.m. by Board President, Ms. Pufahl. Roll call was taken with the following board members present: Mr. Balsiger, Ms. Ives, Ms. Lezow, Ms. Morrison, Mr. Smith, Ms. Walker, Ms. Pufahl and A.J. Sterlavage, Student Representative. Also present at this meeting were Mr. Knitt, Ms. Kamrath, Mr. Lenz, Mr. LeMay, Ms. McElroy, Mr. Knapp and Ms. Clemmons.

Open Forum

There were no open forum items.

Administrative Team Reports

Ms. Kamrath submitted a report on the Elementary School. A recess rodeo was held where teachers and support staff took students around the playground stations and reviewed equipment routines and procedures with them. Monthly fire and safety drills are being held. Students are working hard at showing respect, being responsible, being a wonderful learner and keeping safe. The monthly late start meeting was spent working on math curriculum while specialists worked on content curriculum. Grade K-5 teachers worked on Language Arts CORE curriculum the week of January 7th. Grade K-5 teachers worked on the Math CORE curriculum the week of January 14th. Fourth grade classes each held a Spelling Bee with the top five students advancing to our finals on January 11th. The top 2 spellers will represent our school in the area Spelling Bee on January 22nd in Reedsburg. All parents/guardians at the elementary school must enter and exit at door 1 by the office. They must also sign in and out and wear a visitor pass if they are in the school. Students will be bowling in the gym for "You Deserve it Day" on January 24th. MAP testing will be held on January 28th through February 15th. All grade K-4 students will be taking a math assessment and all grade 2-4 students will be taking a reading/language arts assessment. The testing results will be shared with parents at parent teacher conferences in February. The PTO will be having a "sports" theme dance on February 1st.

Mr. Lenz provided a report on Middle School. A Spelling Bee was held on January 16th. The winners will represent Pardeeville at the regional meet on February 12th and the winner from that meet will go on to compete at state and possibly the Scripps National Spelling Bee. Parent teacher conferences will be held on February 18th and 21st. Middle school girls basketball has begun and there are about 12 girls from 7th and 12 from 8th grade participating in basketball. Middle School teachers Amber Denure and Megan Kopfhamer are taking part in a 5 day Response to Intervention (RtI) coaching training meeting. Phy Ed teacher Eric Cooke will be working with middle school students to participate in the Fuel up to Play 60 program which was founded by the National Dairy Council and NFL. Students can win cool prizes for choosing good-for-you foods and getting active for at least 60 minutes every day. The late start meeting was dedicated to curriculum writing.

Mr. LeMay submitted a report on the High School. The high school English department worked on curriculum and alignment with assistance from CESA 5. The math department will be doing the same later this month. A new drawing of the high school was created for diplomas. Graduation will be held on May 25th at 2:00 p.m. in the high school gym. Mr. LeMay attended the Trailways Principals only meeting on January 9th. He said it was a great opportunity to talk with other administrators discussing teacher evaluation, crisis plans, electronic devices and social media as well as other topics. Semester exams will be held on January 23 for periods 1-4 and January 24 for periods 5-8. Students will be given the option to come late or leave early if they have a study hall during periods 1, 4, 5 or 8. This worked well last year helping to cut down on unnecessary distractions. Forensics will take part in their first competition on February 4th. The Advanced Spanish classes did performances for elementary students. Ms. Downs will visit high school classrooms to review registration materials for the 2013-14 school year and will then have students register the following week. Mr. Haynes will help 8th grade students register for 9th grade. Pardeeville High School hosted a Financial Aid night on January 8th. Parents of juniors and seniors were welcome to attend and they received information on filling out scholarships and FAFSA forms. Student Council is hosting a study party for semester exams on January 22nd. Working on truancy problems at the high school level, Ms. Downs and Mr. LeMay have also used that opportunity to talk with students and parents about academics and the need for regular attendance. The high school lunch program will be making a rather large shift beginning with second semester due to recommendations made by a consultant who came in. The biggest changes will be the elimination of two separate lunch lines (one hot and one a la carte), the offering of two main entrees each day and a daily salad bar. The Drama Club will initiate 10 new members on January 22nd which is the largest group of new members they have ever had. Their spring play will be held on April 5, 7, 12 and 13. Ms. Baus' Intro to Business class toured the Everbrite plant in Pardeeville. Many of the students did not realize all the items produced there and the locations the Everbrite signs went to.

Ms. McElroy reported on Technology in the district which included the following: **Cable and Tech Referendum Project Progress:** The cable crew is working on pulling cable in the buildings which is step 1 of that project. Then they will terminate the ends of all the cables, install paging speakers, install cameras and punch down all the cables in the data closets. Installing the 10GB fiber will come in the spring once the ground thaws. Once the Internal Business Systems techs are finished, Wire Tech from Kaukauna will install 56 wireless access points throughout our district. As soon as the new cabinets are in place the new switches will be deployed. **Door Readers:** GAPP is finished adding the 3 new door readers located at Door 26 of the Balliet building, Door 16 of the high school, and Door 14 of the elementary building. **Workstation updates:** The elementary lab upgrade has been completed and students have adapted easily to working with laptops. The former Dell 360 workstation from this lab will be used to upgrade other work areas. **iPods and iPads:** First grade classes have started to use these devices daily in their classrooms and through the addition of wireless and using the school's subscription to Tumble Books, the students will be able to listen to stories read out loud to them. **Software & Projects:** MAP testing rosters were set up and testing software is being prepared by the tech department for testing in elementary and middle school. The eRate process has begun for another school year and we are seeking services for internet, web hosting, phone service and student email support.

Mr. Knapp submitted a report on the Custodial/Maintenance Department. Our contract with ProStar for our 3 gym floors has expired and Mr. Knapp is looking for proposals to do these floors. Our 3 year contract with MacNeil Environmental has also expired and Mr. Knapp is seeking proposals from companies for that.

Recently there was a problem in the elementary school with 5 of the 8 boilers not turning on properly. The boilers date back to 1983 and since the life span of a boiler is 20-25 years, these have done well but are failing. The maintenance department is in the process of cleaning up mechanical rooms which over the years have been used to store athletic/band equipment, books, prom supplies, etc. The large snow storm in December cost the school district just under 1/3 of the total snow plow budget. The majority of this cost was due to the removal of snow from the parking lots with dump trucks and also salting. This was an extremely heavy snow and most of the district equipment was unable to handle it well. Kenevan did a great job. All exterior doors now have our security door lock cylinder. Only administrators, administrative assistants and buildings and grounds staff will be able to open exterior doors using a key. Door fob readers are now in place for teachers and other staff. Five new radios have been ordered to enhance our security communication in the schools. Mr. Knapp is also looking into installing motion detectors in the middle school and possibly the Balliet building.

Ms. Morrison had to leave the meeting at 7:50 p.m.

Committee Reports

Buildings and Grounds Committee—last meeting was held on 11/26/12. The next meeting for this committee is scheduled for 1/28/13 to discuss an Update on Technology Referendum Work, Update on Building Security, and a CESA 10 Environmental Services Proposal.

Curriculum Committee—the next meeting for the Curriculum Committee is 1/31/13 at 8:00 a.m. Agenda items include College Admissions, PSAT Report, and Fresh Start and High School Diplomas.

Finance Committee—met on 1/7/13 and discussed referendum update and 2013-14 budget projections. Next meeting is scheduled for 2/4/13.

Personnel Committee—met on 1/14/13 to discuss an update on health insurance, food service evaluation report and an executive session to review findings of a harassment complaint against food service employees. The next meeting for this committee is scheduled for 2/18/13.

Policy Committee—last meeting was held on 1/14/13 to review the Middle School/High School Crisis Intervention Plan and review changes in board policies.

Student Representative Report

Student representative, A. J. Sterlavage, said Student Council sold Bulldog cards for a fund raiser. On January 22nd a study party was sponsored by Student Council. Snacks were provided at the study party, students received extra credit for attending and they could get extra help before exams. Student Council will be organizing a Winterfest Dance on February 16th and a Talent Show on March 12th.

Board Member Concerns

There were no board member concerns discussed.

Approval of Minutes Dated 1/7/13

A motion was made by Mr. Smith to approve the minutes dated 1/7/13. The motion was seconded by Ms. Levzow . Motion carried 6-0.

Approval of Receipts/Expenditures

A motion was made by Ms. Levzow to approve the receipts/expenditures as presented. The motion was seconded by Mr. Balsiger. Motion carried 6-0. Check numbers submitted and approved included checks 0100010248-0100010255, 0100123112, 0100048429-0100048454, 0100048526-0100048562, 4900001020-4900001021 and 0100048621-0100048694.

Approval of Overnight Trip for Curling on February 15 & 16, 2013

A motion was made by Ms. Levzow to approve the overnight trip for state curling on February 15 and 16. The motion was seconded by Ms. Ives. Motion carried 6-0.

Approval of an Activity Account for Cancer Run/Walk

A motion was made by Mr. Smith to approve an activity account for the Cancer Run/Walk. The motion was seconded by Mr. Balsiger. Motion carried 6-0.

Approval of an Activity Account for Madison Community Foundation

A motion was made by Ms. Walker to approve an activity account for Madison Community Foundation. The motion was seconded by Mr. Balsiger. Motion carried 6-0.

Approval of Addendum to Dress Code for Middle School

A motion was made by Mr. Balsiger to approve the addendum to the dress code for Middle School. The motion was seconded by Ms. Ives. Motion carried 6-0.

Approval of Spaces Available for 2013-14 Open Enrollment Students

Mr. Knitt's recommendations for the number of spaces available for new open enrollment applicants for the 2013-14 school year were: 4K-no limit; Kindergarten-6; First Grade-0; Second Grade-0; Third Grade-5, Fourth Grade-3; Fifth Grade-9, Sixth Grade-0; Seventh Grade-8; Eighth Grade-2; and Ninth-Twelfth Grade-no limit. Mr. Knitt said these limits are being put into place strictly for budgetary reasons to keep reasonable class sizes for all grades. A motion was made by Ms. Ives to approve the number of spaces available for 2013-14 open enrollment students as presented. The motion was seconded by Ms. Walker. Motion carried 6-0.

Approval of Indoor Environmental Quality Management Plan

A motion was made by Ms. Levzow to approve the Indoor Environmental Quality Management Plan. The motion was seconded by Mr. Balsiger. Motion carried 6-0.

Approval of Resolution of the School Board of the Pardeeville Area School District Affirming Adoption of Amendment to Pardeeville Area School District IRC Section 403(b) Plan (HEART and WRERA Amendment)

A motion was made by Mr. Balsiger to approve a resolution affirming adoption of amendment to Pardeeville Area School District IRC section 403(b) plan (HEART and WRERA amendment). The motion was seconded by Mr. Smith. Motion carried 6-0.

Approval of 2012-13 Curriculum Specialist Services Contract with CESA 5

A motion was made by Ms. Levzow to approve the 2012-13 curriculum specialist services contract with CESA 5. The motion was seconded by Ms. Walker. Motion carried 6-0.

Approval of First Reading for Revised Policies 0167.6, 0167.7, 1422, 2260, 3122, 4122, 5136, 5724, 6320, 6350, 7530.02 and 8330

A motion was made by Ms. Walker to approve the first reading of policies 0167.6, 0167.7, 1422, 2260, 3122, 4122, 5136, 5724, 6320, 6350, 7530.02 and 8330. The motion was seconded by Ms. Ives. Motion carried 6-0.

Approval of Youth Options Courses

A motion was made by Ms. Levzow to approve the youth options courses as presented. The motion was seconded by Mr. Balsiger. 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, February 4, 2013. Agenda items will include January Pupil Count Report, Fresh Start and High School Diploma, Board Member Concerns, Approval of Minutes Dated 1/21/13, Approval of Elementary Student Council Advisor, Approval of CESA 10 Environmental Services Contract, and Approval of Second Reading of Policies.

Executive Session

At 8:46 p.m. an executive session was held under 19.85(1)(c) of the Wisconsin State Statutes to approve the executive meeting minutes dated 1/7/13 and to discuss a personnel issue. At 9:08 p.m. the Board went back into open session.

Action on Items from Executive Session

A motion was made by Ms. Ives to approve hiring an independent investigator for a student/teacher conflict. The motion was seconded by Ms. Pufahl. Motion carried 6-0.

Adjournment

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

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

Lynette Ives, Clerk