

BOARD OF EDUCATION  
PARDEEVILLE AREA SCHOOL DISTRICT  
Pardeeville, WI

MINUTES  
REGULAR BOARD MEETING  
March 18, 2013

The meeting was called to order at 7:00 p.m. by Board President, Ms. Pufahl. Roll call was taken with the following board members present: Mr. Balsiger, Ms. Ives, Ms. Levzow, Mr. Smith, Ms. Walker, Ms. Pufahl and A.J. Sterlavage, Student Representative. Ms. Morrison arrived following roll call. Also present at this meeting were Mr. Knitt, Ms. Kamrath, Mr. Lenz, Mr. LeMay, Ms. McElroy, Mr. Knapp, Ms. Clemmons, Ms. Bryanna Quade and students Mikayla Olson and Taylor Manuel.

Open Forum

There were no open forum items presented.

Administrative Team Reports

Ms. Kamrath submitted a report on the Elementary School. Elementary students will participate in special dress up days to promote the Dr. Seuss reading incentive for the month of March. Several students who participated in the Math 24 Club represented our school in the Math 24 tournament in Reedsburg on March 12<sup>th</sup>. An end of month assembly was held on March 1<sup>st</sup> where the whole student body and staff wore their school T-shirts and “Hard at Work” yellow construction hats. There was a PTO Art/Science Fair on March 16<sup>th</sup> and a Book Fair on March 15-20. On March 8<sup>th</sup> four teachers from the Port Edwards School District came to our school to observe how we are implementing the CORE math and language arts standards. During the March 13<sup>th</sup> late start in-service time elementary teachers worked on creating their CORE curriculum lessons.

Mr. Lenz provided a report on Middle School. Student Council did a “Pennies for Patients” fund raiser and a total of \$541.67 was raised by students in grades 5-8 for the Leukemia and Lymphoma Society. Fifty-five middle school students signed up for track which will begin soon. Middle School yearbooks are on sale. Next year either band or choir will be required for 5<sup>th</sup> grade and optional for 6<sup>th</sup> grade. Nineteen students earned first place ribbons and two earned second place ribbons at the final middle school Forensics meet.

Mr. LeMay submitted a report on the High School. Freshmen took Explore tests and Sophomores took the Plan tests on March 7<sup>th</sup>. Both tests are most likely going to be the new statewide assessment used for freshmen and sophomores in 2014-15. The Student Council hosted a talent show on March 12<sup>th</sup>. The band and choir held a concert on March 14<sup>th</sup>. Twenty-four students went to the Trailways Conference Math Meet. Forty-two students served as tutors this year—7 tutored in the high school, 18 tutored in the middle school and 17 worked with elementary students. Awards night will be held on May 16<sup>th</sup> at 7:00 p.m. Graduation is May 25<sup>th</sup> at 2:00 p.m. The new paging and bells system is up and running. The new system has allowed the high school and middle school to run separate bell schedules, make announcements to the entire building and there are now speakers in all classrooms so students and staff can hear announcements. Forty-nine parents/community members attended the Drug Prevention presentation done by the Columbia County Sheriff’s Department in the high school on March 7<sup>th</sup>. High School students have entered their class choices for the 2013-14 school year.

Storage areas are continuing to be cleaned up and a “thrift sale” may be held during registration this fall to allow parents and community members to purchase some of the old uniforms, trophies, yearbooks, etc. There was a low turnout for high school parent/teacher conferences this spring. While email and PowerSchool access have obviously improved communication between staff and parents, Mr. LeMay will continue to find ways to get parents to come in and talk with their children’s teachers. Spring sports have begun practices but getting outside has proven to be a challenge due to the weather. The Pardeeville Cheer team took first place in their division at State competition. Mr. LeMay also gave the board members a copy of his high school newsletter which he puts on our school website each month.

Ms. McElroy reported on Technology in the district which included the following: **Equipment** - IBS continues to work on the cabling project. The final stage for cabling is to complete the fiber installs within parts of the high school and elementary school. Fiber installs between the middle school and Balliet building and elementary and high school will take place after the frost leaves the ground. The new paging and bells system went live in the high school and middle school on 3/13/13. Wire Technologies installed 56 wireless access points throughout the district on 3/13/13. The controllers are targeted for install on March 29. An implementation plan is being worked on to roll out the BYOD (Bring Your Own Device). The Parents and students will need to know guidelines and teachers will need to give input about parameters of use. The tech department would like to roll this out slowly so they can monitor impact on the network. Wireless policies need to be set up on the wireless controller to limit unknown access and steer users to the authenticated guest wireless.

**Workstation updates:** Special ed teacher workstations are being upgraded to laptops so they can use them for observations and attending IEP meetings where they need to complete sections of the IEP during the meetings with parents, etc. Upgrading staff computers at the elementary school from Windows XP to Windows 7 is continuing. Ms. McElroy and Ms. Clemmons have worked on reviewing copy machine proposals. **Software & Projects:** Ms. McElroy filed 7 eRate applications for internet, telephone, web hosting and student email services totaling \$14,410 if all applications are approved. The Technology Steering Committee continues to work on the Tech Plan. Ms. McElroy attended a 2-day conference for technology on Brainstorm 14.0. She found the sessions on BYOD, security, Smarter Balanced Assessment and networking issues roundtable discussions very helpful.

Mr. Knapp submitted a report on the Custodial/Maintenance Department. This past month Mr. Knapp was busy with seeking bids for lockers, locker room remodeling, bleacher bids, athletic events, band-choir events, working with CESA 10 and mechanical room remodeling. A representative from CESA 10, our new environmental services provider, visited our school district and Mr. Knapp discussed with them many safety topics and they offered suggestions which would make these programs more efficient and save our district money. Some of the topics he discussed with them were disposal of hazardous chemicals from science rooms, disposal of fluorescent light bulbs, saving energy and having all of our MSDS (Material Data Safety Sheets) online. CESA 10 also conducted lead paint and asbestos testing in our locker rooms on March 15. Our snow plowing budget was hit hard by the snow falls and ice accumulation this winter. Recent equipment problems included the roof top unit on the middle school and several vestibule wall ventilators that have failed. Remodeling for the storage room in the hallway to the rear of the band room has been completed with storage areas for band and athletic equipment.

Mr. Knitt reported on the annual ASCD National Curriculum conference he attended. At that meeting he went to several seminars on Teacher Effectiveness which is part of the state and federal mandates.

Mr. Knitt also told the school board members that the last snow day we had on 3/5/13 will not need to be made up. Any more late starts or days off, however, will need to be made up. Any late starts due to bad weather could be made up by taking away scheduled late starts on the second Wednesdays of the month. Any full days would need to be made up at the end of the school year.

#### Committee Reports

Buildings and Grounds Committee—met on 3/11/13. Agenda items included high school bleacher bids, high school phy ed locker bids and high school phy ed locker room remodeling bids.

Curriculum Committee—met on 3/7/13 to discuss fifth/sixth grade math and the Madison College Report on college readiness. The Curriculum Committee’s next meeting will be on 5/16/13 at 8:00 a.m.

#### Student Representative Report

A. J. Sterlavage reported that the Student Council hosted a talent show on 3/12/13 which was a good success. The Cancer Run/Walk event will be held on 5/4/13. Registration is \$20 for students and seniors and \$25 for adults. The goal for the run/walk event this year is to raise \$20,000.

#### Board Member Concerns

A board member concern brought up was the number of attendees at the middle school/high school music concerts that leave after their children are done and don’t stay for the full concert. The older students too have worked very hard to get ready for these performances. Mr. Lenz will talk with the choir and band teachers regarding this.

Ms. Morrison questioned why the elementary and middle/high school lunch accounts are divided. Ms. McElroy responded that is the way the program works.

#### Approval of Minutes Dated 3/4/13

A motion was made by Mr. Balsiger to approve the minutes dated 3/4/13. The motion was seconded by Ms. Walker. Motion carried 5-0-2. Ms. Levzow and Ms. Morrison abstained.

#### Approval of Receipts/Expenditures

A motion was made by Ms. Morrison to approve the receipts/expenditures as presented. The motion was seconded by Ms. Levzow. Motion carried 7-0. Check numbers submitted and approved included checks 48732-48784, 48851-48924, 48944-49049, 10266-10272, 22813, 4100001009-4100001010, and 4900001027.

#### Approval to Have Prom at the Wyocena Community Center

Students Mikayla Olson and Taylor Manuel presented information to the school board about holding prom at the Wyocena Community Center again this year. The students said there are many advantages to having the prom at the community center including a stage, the space is not too big or too small and there are more opportunities for setup. Sunday would be used for the junior class to do clean up. Prom will be held on April 27<sup>th</sup>. Junior Class advisors this year are teachers Bryanna Quade and Molly Carlson. A motion was made by Ms. Morrison to approve having prom at the Wyocena Community Center. The motion was seconded by Ms. Ives. Motion carried 7-0.

Ms. Morrison left the meeting during this part of the agenda.

#### Approval of Transportation Request

A request was presented to the school board at their last meeting to make an exemption in the district's transportation procedure to allow a student to walk from a no transportation area to a bus stop in a transportation area to be able to ride the bus. Mr. Knitt recommended the Board deny this request because this could set a precedent that could ultimately mean adding another bus. A motion was made by Mr. Balsiger to deny the transportation request. The motion was seconded by Ms. Ives. Motion carried 6-0.

#### Approval of Additional Spring Sports Coaches and Volunteers

The school board members were presented with a list of spring coaches and volunteers for approval. The paid coaches included: Max Jenatscheck—JV Baseball, Donn Johnson—Middle School Baseball, Molly Carlson—Assistant Track, Eric Cooke—Assistant Track, Kyle Herbert—Assistant Track, Jessica Smith—Assistant Track and Heather Falkner—Assistant Middle School Track. A motion was made by Ms. Levzow to approve the list of paid coaches. The motion was seconded by Mr. Balsiger. Motion carried 5-0-1. Mr. Smith abstained.

Volunteer coaches submitted for approval included: Chuck Wais, Patrick Banks and Ryan Banks—High School Baseball, Pat Brodie and Randy Weihert—JV Baseball, Darrell Kuhl and Gary Balzer—Middle School Baseball, Tara Runaas and Rich Peterson—Softball, and Steve Neesam, Jordan Parker, Jesse Kath and Brandon Bortz—Golf. A motion was made by Ms. Levzow to approve the list of volunteer coaches. The motion was seconded by Ms. Walker. Motion carried 5-1.

#### Approval of Copy Machine Proposals

This item was tabled until a future meeting.

#### Approval of Overnight/Sunday Trip for Student Council on May 5 & 6, 2013

A request for an overnight/Sunday trip for the Student Council to attend the State Student Council Conference in Green Bay on May 5 and 6 was submitted for approval. Mr. Lynch and Ms. Downs will chaperone the trip, however, Ms. Downs will need to drive separately because she has to return to school early on Monday morning. A motion was made by Ms. Levzow to approve the overnight/Sunday trip for Student Council as long as both chaperones stay through Sunday evening. The motion was seconded by Mr. Smith. Motion carried 6-0.

#### Approval of Overnight Trip for FFA on March 22 & 23, 2013

Mr. Bouwkamp submitted a request to take two students to the FFA 212 Conference in Green Bay on March 22 and 23. A motion was made by Ms. Levzow to approve the overnight trip for FFA. The motion was seconded by Ms. Ives. Motion carried 6-0.

#### Approval of Bleacher Bids

Bids for bleachers were received from Goodson and Cosney. Both companies offered 5 year warranties on their bleachers. A motion was made by Ms. Levzow to approve the bleacher bid from Goodson Company for bleachers for the high school gymnasium for \$85,925.00. The motion was seconded by Ms. Ives. Motion carried 6-0.

### Approval of High School Phy Ed Locker and Locker Room Remodeling Bids

School board members had a tour of the boys and girls locker rooms. They were told that the cost for lockers and the needed work in the locker rooms came in quite a bit above what was budgeted. Mr. Knitt said he would like to sit down with Gunderson, the contractor, and get a breakout of the bids with detailed costs. They could then look at breaking down the project and doing it in phases.

### Approval of Required Other Post-Employment Benefits Study

Mr. Knitt said the school district is required to update their Other Post-Employment Benefits (OPEB) study per audit requirements and prior to implementing the handbook. Mr. Knitt recommended hiring Key Benefit Concepts, the same company that did our study last time. The cost is approximately \$6,000. A motion was made by Ms. Ives to approve hiring Key Benefit Concepts for the required other post-employment benefits study. The motion was seconded by Mr. Smith. 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, April 1, 2013. Agenda items will include Report from Beneco on Insurance Bidding, Board Representative to Attend CESA 5 Annual Convention, Board Member Concerns, Approval of Minutes Dated 3/18/13 and Resignation of Certified Staff.

### Executive Session

At 9:32 p.m. an executive session was held under 19.85(1)(c)(f) of the Wisconsin State Statutes to discuss a student matter, to approve the executive meeting minutes dated 3/4/13 and to discuss certified staff layoffs. At 10:31 p.m. the Board went back into open session.

### Action on Items from Closed Session

A motion was made by Mr. Smith to approve an early graduation request effective 3/19/13. The motion was seconded by Ms. Ives. Motion carried 5-1.

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

### Adjournment

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

The meeting was adjourned at 10:37 p.m.

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Lynette Ives, Clerk