

BOARD OF EDUCATION
PARDEEVILLE AREA SCHOOL DISTRICT
Pardeeville, WI

MINUTES
REGULAR BOARD MEETING
April 15, 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, Ms. Morrison, Mr. Smith, Ms. Pufahl and A.J. Sterlavage, Student Representative. Ms. Morrison left the meeting at 7:55 p.m. Ms. Walker was absent. Also present at this meeting were Mr. Knitt, Ms. Kamrath, Mr. Lenz, Mr. LeMay, Ms. McElroy, Mr. Knapp, Ms. Clemmons, Ms. Gust and Ms. Cass Brouette.

Oaths of Office for Elected School Board Members

Having been re-elected to the school board at the April election, Mr. Balsiger and Ms. Pufahl signed their new oaths of office forms for their next three year terms.

Open Forum

There were no open forum items.

Administrative Team Reports

Ms. Kamrath submitted a report on the Elementary School. Third quarter ended on 4/5/13 and student progress reports went home on 4/12/13 with all 4K-4th grade students. During the 4/10/13 late start in-service meeting classroom teachers spent time working on finishing up math curriculum and specialists worked on getting their curriculum into the Build Your Own Curriculum program. Elementary students and staff will have a chance to see the high school play on 4/15/13. April 22-26 is Volunteer Week. There are about 35 volunteers that help out in the classrooms, cafeteria and library. Mrs. Bortz will be recognized throughout Administrative Day on 4/24/13 by students and staff for the hard work she gives to our school. Muffins for Moms will be held on 5/2/13. A spring concert/art fair will be held on 5/9/13. Ms. Kamrath also provided a report on reading progress from our STAR reports.

Mr. Lenz provided a report on Middle School. Next year 6th grade students will be in class for 85 minute blocks for math and language arts. Mr. Lenz attended the Enhancing Teaching and Learning through the Student Learning Objectives (SLO) Process meeting. SLO will be a key component of the Educator Effectiveness system that will be used to evaluate teachers and principals beginning in the 2014-15 school year. Sixty-five students from grades 6-8 are participating in track this spring. Middle school girls softball and boys baseball are also in full swing. Next year Mr. Lenz plans to do an open house prior to the first day of school and a parent's day sometime during the school year. Other ideas he is exploring are family movie night, family game night and he would like to open up the middle school computer lab several nights per week for families. Middle school students will go to Mt. Olympus for their 4th quarter incentive trip. Students who participate in The Paw and the middle school Book Club will be going to tour Capital Newspapers and the Hawthorn branch of the Madison Library System. The 6th grade is planning a trip to the Milwaukee County Museum. The spring fund raiser is helping to offset the cost of these trips.

Mr. LeMay submitted a report on the High School. The freshmen and sophomores took the Explore and PLAN tests respectively on 3/7/13. Explore is the first in the ACT series (Explore, PLAN, ACT). Freshmen scored an average of 16.4 on the Explore test. The national average is 16.2. Sophomores scored an average of 18.8 on the PLAN test while the national average is 17.5. The Drama Club held its production of *Cinderella* on April 5, 7, 12 and 13. Mr. LeMay said he was very pleased with the work that Ms. Fundingsland and her group were able to do with this production. Mr. LeMay attended the final High School Reform meeting on April 5 where topics of discussion were teacher evaluation models, the Laude system and a computerized system that Lodi uses to assign students to academic support. The Conference Academic Banquet was held on April 16th to honor our valedictorian and salutatorian and their significant educator. Our 2013 valedictorian, Cogan Kirchenwitz's significant educator that he chose was Ms. Joy Ribar, high school English teacher. Taylor Hayes, our salutatorian, chose Ms. Molly Carlson, high school science teacher, as her significant educator. The Bulldog Support Foundation donated 3 sets of bleachers to the softball program. April 8-12 is FBLA week and the group organized events to occur during GO time. Student Council will have activities planned for "Student Appreciation Week" on April 22-26. Prom is on April 27. Student Council's Cancer Run/Walk will be held May 4th. The MS/HS spring concert will be on May 13. Awards night is May 16. Graduation is on May 25.

Ms. McElroy reported on Technology in the district which included the following: The IBS cabling is finished except for a few items. An outdoor horn was added to the front of the elementary building so directions can be given for bus drivers when loading and unloading students. The camera system is in and final positions are being tweaked. The wireless system is installed and fully operational. The Chromebook carts are in high demand throughout middle school and high school. Third and fourth grade students are using Chromebooks to send writing assignments into their teachers and do research for common core projects. The elementary paging system went live 3/28/13. Thirty more Chromebooks were purchased through common school funds for LMC support. The Technology Steering Committee continues to work on the Tech Plan. Three companies provided copy machine proposals to replace 3 of our 4 copy machines that are up for renewal this year. The district wanted to look at other options available before signing additional 4 year leases.

Mr. Knapp submitted a report on the Custodial/Maintenance Department. Long Life Roofing repaired roof leaks above Mr. LeMay's office and Mr. Kamrath's classroom. While working on the roof, roofers discovered several other problems with the rubber roof membrane which will need to be addressed. Poor roof design can be attributed to this. Mr. Knapp will recommend at a future date that this portion of the roof be gabled to match the work done last year. Recently there have been problems with the HVAC system in the middle school. The thermostat problem is also a recurring one in the elementary and high school. Mr. Knapp had JCI replace the AHU fan motor, a digital control board and attempt to recalibrate the thermostats. The main cause of these failures is the age of the components. Mr. Knapp and Mr. Knitt met recently with Gunderson construction in an effort to come up with a list of projects the district may be able to afford to do in the high school locker rooms depending on the budget. The remodeling then of the locker rooms would need to be done in affordable phases over a span of years and as approved by the school board. Demolition of the old high school bleachers is set to begin the week following graduation and the gym will be closed most of the summer. The 3 phase electrical system for the new bleachers will need to be installed right after the bleacher demo, and then the area of wood floors under the old bleachers will need to be sanded down and refinished. Next the new bleachers will be installed and the rest of the gym floors will be finished to match. Remodeling projects in the elementary school include having the walls in the elementary gym restrooms repaired and the main elementary office area repainted. Elementary and middle school gym floors are scheduled to be refinished the week of June 10th.

Mr. Knapp has had several meetings with Focus on Energy concerning the amount of energy we use and how much it costs us. They have given him a preliminary run down on cost savings the school would receive in our gyms if we went with less expensive and brighter fluorescent lighting

Committee Reports

Curriculum Committee—the Curriculum Committee’s next meeting will be on 5/16/13 at 8:00 a.m.

Finance Committee—met on 4/1/13. Agenda items included a referendum financial update, 2013-14 Fund 39 budget, 2013-14 Fund 41 budget, 2012-13 Fund 10 budget update and Pardeeville Bulldog Support Foundation donation.

Personnel Committee—met on 4/15/13. Agenda items for that meeting included Trailways Conference administrator salary comparisons, update on employee handbooks and an executive session to discuss support staff letters of intent and kitchen and custodial employees employment update.

Student Representative Report

A. J. Sterlavage reported on high school activities. Student Council is preparing for the Cancer Run Walk on May 4th. Prom is Saturday, April 27th. FBLA recently had a dodge ball tournament and the sophomores won.

Elementary Report on Math and English Curriculum

Ms. Kamrath gave a power point presentation on the math and English curriculum work that the elementary staff has been working on. In the spring of 2012 the district purchased the Curriculum Companion program. This program put the standards into an outline for the school year. Teachers decided they wanted to implement both the Math and Language Arts CORE as they wrote their lessons. This year the August in-service day was devoted to curriculum for Language Arts/Math. In addition, 4½ days were devoted throughout the year to work on Math curriculum and 6½ days were devoted for Language Arts curriculum. Math teachers worked with Cathy Hunt, CESA 5 consultant, and put lessons and materials together to create their grade level math curriculum. The lessons and assessments are being uploaded into the Curriculum Companion. The math curriculum will be done by the end of the 2012-13 school year. For Language Arts, Elizabeth Gust and Heidi Waters worked with grade levels to begin implementation on their grade level lessons. They soon discovered they were not as familiar with our grade level CORE standards for language arts and needed to slow down and get an overview and understanding on what they involved. For 2013-14 professional development 6½ days will be devoted for Kindergarten through 6th grade to work on creating lessons for Language Arts during the school year. Heidi Waters, CESA 5 consultant, will be working with the implementation.

2013-14 Fund 39 Budget

Mr. Knitt presented the Fund 39 Debt Service budget for the 2013-14 school year. This will be on the agenda for the 5/6/13 meeting for approval.

2013-14 Fund 41 Budget

Mr. Knitt presented the Fund 41 Capital Expansion Fund budget for the 2013-14 school year. This will be on the agenda for the 5/6/13 meeting for approval.

Pardeeville Bulldog Support Foundation Donation

The five year, \$5,000 per year pledge the Board made to the Pardeeville Bulldog Support Foundation expired at the end of the last school year. The Board will have to decide whether they wish to make another pledge, and if so for how long and for what amount. There is \$5,000 budgeted in the 2012-13 budget. The Finance Committee discussed this item at its meeting on 4/1/13 and is recommending another 5 years at \$5,000 per year.

Board Members to Hand out Diplomas

Ms. Becky Levzow and Ms. Margo Pufahl volunteered to hand out diplomas at graduation.

Ms. Kathy Morrison left tonight's meeting during this part of the agenda.

Update on Employee Insurances

The board members were given copies of questions and answers that were raised by staff and answered by Beneco regarding insurance proposals. They were also given the results of a survey completed by staff. The board will need to act on the health, dental, life and long term disability insurance proposals at the 5/6/13 meeting.

Transportation for Day Care Providers

Mr. Knitt said in the process of responding to the parent who the Board recently denied the request for transportation, he found some documents that deal with walk areas throughout the Village of Pardeeville. The Board reviewed these documents and talked about having a discussion with the Sheriff's Department to have our hazardous transportation zones changed.

Wrestling Co-op Update

Mr. Knitt said he sent a letter to Rio Schools to see if they would be interested in doing a wrestling co-op but he has not heard anything back yet. The Portage school district said the Badger Conference would not approve a wrestling co-op with them. The Board suggested sending another letter to Rio Schools and checking with any other area schools that might be interested.

Board Member Concerns

None

Approval of Minutes Dated 4/1/13

A motion was made by Ms. Ives to approve the minutes dated 4/1/13. The motion was seconded by Ms. Levzow. Motion carried 5-0.

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 5-0. Check numbers submitted and approved included checks 49092-49172, 10273-10282, 33113, W32513, W32813, W325213, 48925-48943, 49050-49073, 4900001028 and 4900001029.

Approval of Certified Staff Resignations

A letter from Ms. Alisa Frinack resigning from her elementary teaching position at the end of the 2012-13 school year and a letter from Ms. Lorisa Harvey resigning from her elementary art teaching position at the end of the 2012-13 school year were presented to the school board for approval. A motion was made by Ms. Levzow to approve the resignations from Ms. Frinack and Ms. Harvey. The motion was seconded by Mr. Smith. Motion carried 5-0.

Approval of 2013-14 School Year Calendar

A calendar for the 2013-14 school year was presented to the Board for approval. This item was tabled.

Approval of Donation for Music Department

A motion was made by Mr. Smith to accept a donation from Ms. Gena Smith for the music department with a card of thanks. The motion was seconded by Ms. Levzow. Motion carried 5-0.

Approval of Copy Machine Proposals

Three companies were asked to submit proposals for replacing copy machines in the district that finish with their 4-year leases this year. Specifically, we would be replacing the middle school, high school and district office copiers at this time. Ms. McElroy prepared a spread sheet showing the comparisons between these three companies. She recommended staying with Xerox. A motion was made by Ms. Ives to approve the proposal from Xerox for the middle school, high school and district office copiers. The motion was seconded by Ms. Levzow. Motion carried 5-0.

Agenda Items for Next Meeting

The next regular school board meeting will be held at 7:00 p.m. on Monday, May 6, 2013. Agenda items will include Election of School Board Officers, Approval of Health, Dental, Life and Long Term Disability Insurance, Trip to Spain in 2014, School District Technology Plan, Middle School Report on Math and English Curriculum, Elementary Handbooks, Middle School Handbooks, Board Member Concerns, Approval of Minutes Dated 4/15/13, Approval of 2013-14 Fund 39 Budget, Approval of 2013-14 Fund 41 Budget, Approval of Pardeeville Bulldog Support Foundation Donation, Approval of Early Retirement Request, Approval of Resignation of Certified Staff, Approval of Licensed Daycare Transportation, Approval of High School Locker Room Renovation, Approval of 2013-14 School Calendar, and an executive meeting to approve the executive session minutes dated 4/15/13, discuss recall of certified staff and approval of recall of certified staff.

Executive Session

At 9:07 p.m. an executive session was held under 19.85(1)(c) of the Wisconsin State Statutes to approve the executive meeting minutes dated 3/18/13, to discuss 2013-14 support staff and discuss 2013-14 teacher negotiations. At 10:05 p.m. the Board went back into open session.

Action on Items from Closed Session

A motion was made by Mr. Balsiger to approve the 2013-14 support staff letters of intent. The motion was seconded by Ms. Levzow. Motion carried 5-0.

Adjournment

A motion was made by Ms. Levzow to adjourn. The motion was seconded by Ms. Pufahl. Motion carried 5-0.

The meeting was adjourned at 10:00 p.m.

Lynette Ives, Clerk