

BOARD OF EDUCATION
PARDEEVILLE AREA SCHOOL DISTRICT
Pardeeville, WI

MINUTES
REGULAR BOARD MEETING
April 16, 2012

The meeting was called to order at 7:00 p.m. by Board President, Ms. Davel. Roll call was taken with the following board members present: Mr. Balsiger, Ms. Ives, Ms. Lezvow, Ms. Pufahl and Ms. Davel. Absent were Mr. Skaar, Ms. Walker and Ms. Paige Hauge, student representative to the board. Also present at this meeting were Mr. Knitt, Ms. Kamrath, Mr. Lenz, Mr. LeMay, Mr. Knapp, Ms. McElroy, Ms. Clemmons, Ms. Kathy Morrison, Mr. Matthew Smith, Ms. Holly Downs and student A.J. Sterlavage.

Recognition of Retiring School Board Members

Tonight Ms. Vicki Davel was recognized for her time and dedication for serving sixteen years on the Pardeeville School Board. Ms. Davel was School Board President for many of those years. She was presented with a plaque and a certificate.

Signing of Official Oath by New School Board Members Taking Office Effective 4/23/12

Ms. Kathy Morrison and Mr. Matthew Smith signed their official oaths for being on the school board. Their three year terms begin on April 23, 2012.

Open Forum

There were no open forum items presented.

Administrative Team Reports

Ms. Kamrath submitted a report informing the board about elementary activities. She listed the results of WKCE testing for reading and math in grades 3 and 4. The elementary school budget is due in one week to Mr. Knitt. Third quarter progress reports went out to all K-4 grade students. The April late start in-service meeting was spent on meeting with committees and grade levels working on math curriculum. The Response to Intervention (RtI) Committee met and is working on 3 components: Positive behavior intervention system throughout the school, math, and literacy curriculum—professional development.

Mr. Lenz provided a report on middle school. In working on integrating the common core standards into the curriculum, math and reading units are being examined and supplemental materials are being organized. Schedule changes for next year are moving along well. A letter went to parents explaining the changes to the middle school band program. Mr. Evans will have instrument tryouts with 5th and 6th grade students. The fifth grade recently completed their DARE coursework with officer Hoege and DARE graduation will be held on May 3rd. Middle school students will be going to Mt. Olympus for a year-end incentive trip.

Mr. LeMay submitted a report on the high school. Our math team came in second at the Trailways Conference South Math Meet held on March 20th. Twenty-four students went to Chicago for their Art Club trip on March 30th. Forty-two choir and band students traveled to New York on April 2-7. Mr. LeMay attended the High School Reform meeting on April 13th which was the last in a series of meetings. At this meeting, several principals spoke about the Response to Intervention program. The Trailways South Conference Excellence Dinner was held on April 17th recognizing our Valedictorian, Danielle Wais and Salutatorian, Paige Yahnke, along with significant teachers they chose who were Margaret Waldinger and Doreen Viking. The advanced Spanish classes will be going to La Tolteca, a Mexican restaurant in Portage on April 23rd. This is a field trip that requires speaking only Spanish at the restaurant. The high school schedule is complete and all students have been scheduled for 2012-13 classes. Mr. LeMay has contacted Rio and Portage schools to see about technology education courses they would offer that our students could participate in. Both schools told Mr. LeMay that they would be willing to accept our students (provided that they have room). Mr. LeMay also contacted Skills USA to see whether our students could participate in Skills USA through attending technology education classes with another school. Student Appreciation Week was held April 23-27. Graduation will be held on May 26 at 2:00 p.m. Senior finals will be held on May 22 and 23 and the senior class trip is planned for May 24th. Ms. Downs and Mr. LeMay have been contacting parents of students whose grades place them in danger of not graduating. The Drama Club will be presenting *Hollywood Hillbillies* on April 21, 22, 27 and 28. The Cancer Run/Walk will be held on May 5, senior awards night is May 10 and the spring band/choir concert is May 17.

Mr. Knapp submitted a report on the Custodial/Maintenance Department. Mr. Knapp attended a class on the new National Electric Code regulations. He is having CINTAS doing a survey to determine chemical usage at the school. There is no cost involved with this survey which looks at actual usage of a particular product versus purchasing thousands of dollars of cleaning chemicals and having them sit on shelves waiting to be used. The school's maintenance technicians and Mr. Knapp have been taking care of mowing as there are no grounds keepers hired yet to do that. Mr. Knapp gave permission to Mr. Haynes and the Bulldog Foundation to put up temporary fencing/posts/ropes along the south side of the high school student parking lot to prevent unauthorized driving on the athletic practice fields and to block the old dirt road going back to the ball fields. Mr. Knapp has requested a prevailing wage determination from the State of Wisconsin for the two main referendum projects. Mr. Knapp will be attending a class on May 16th concerning the new IEQ law which pertains to indoor environmental quality and he will give a report to the Buildings and Grounds Committee after he finds out how that will affect Pardeeville Schools.

Ms. McElroy reported on Technology in the district which included the following: **Equipment:** 12 desktop computers are being replaced with 12 laptops in the library. The laptops were purchased with common school funds. The goal was to free up space in the library for more bookshelves and a different furniture configuration. Ms. McElroy is looking into a new internet filtering system because the one the school is using will need to be replaced. **Network & Software:** The Google Apps for Education pilot is underway with 16 staff members involved at this time. The semester 1 upload to DPI of CWCS reporting of all student grades from PowerSchool is finishing up. A recommended action plan is being created for the installation of CAT6 wires and switches which will create the infrastructure to support the installation of wireless access, video security, paging, bells and clock systems. Specs will be written up and sealed bids will be requested before presentation to the Board for approval.

Committee Reports

B&G Committee—met tonight before the regular school board meeting to approve the bid specifications for the high school roof, approve bid specifications for the elementary school panels and windows project and to discuss the wiring project.

Curriculum Committee—this committee met on 3/15/12 to discuss textbook adoption for AP Psychology, AP Language and Composition, Middle School Math, Dual Credit MATC Course and AP Calculus. Part of this discussion included a discussion on electronic textbooks. The next Curriculum Committee meeting will be held on 5/17/12 at 8:00 a.m.

Personnel Committee—no report given.

Policy Committee—no report given.

Student Representative Report

A.J. Sterlavage told the Board members about the different events that Student Council members have organized for Student Appreciation Week.

Report on Student Council Trip to Minnesota

A.J. Sterlavage, student council member, and Ms. Holly Downs, Student Council Advisor, gave a report and presentation about the student council trip to Minnesota on March 23 and 24, 2012. A. J. said they went to Mall of America, Rainforest Café and UW-Minnesota. Ms. Downs said they had an awesome time and she thanked the school board for allowing them to go on this trip.

WKCE Test Results

Mr. Knitt gave the board members the WKCE testing results showing how Pardeeville Schools compares to the other fourteen public schools in the Trailways Conference and the state of Wisconsin average.

Tech Ed Program

Mr. LeMay addressed the concerns raised at the last meeting regarding elimination of the Tech Ed program. The Graphic Communications class could still be offered through our business education department. Possibilities of having our students participate in technology education classes at either Rio or Portage are being looked into with the hope that we can put together a plan to offer more to our students than we could before.

Board Member for Handing Out Diplomas

Ms. Ives volunteered to hand out diplomas at graduation along with Ms. Pufahl who volunteered earlier.

Approval of Minutes Dated 4/2/12

A motion was made by Ms. Pufahl to approve the minutes dated 4/2/12 as presented. The motion was seconded by Mr. Balsiger. Motion carried 3-0-2. Ms. Levzow and Ms. Ives abstained.

Approval of Special Meeting Minutes Dated 4/9/12

A motion was made by Mr. Balsiger to approve the special meeting minutes dated 4/9/12. The motion was seconded by Ms. Ives. Motion carried 3-0-2. Ms. Pufahl and Ms. Levzow abstained.

Approval of Receipts/Expenditures

A motion was made by Ms. Levzow to approve the receipts/expenditures as presented. The motion was seconded by Ms. Pufahl. Motion carried 5-0. Check numbers submitted and approved included checks 46833-46861, 46944-46972, 46996-47092 and 10154-10165.

Mr. Balsiger asked Mr. Knitt if he could do a break out of costs that were associated with the Marcellon School building. Mr. Knitt said he could.

Approval of Resignation from Custodian

Ms. Mary Christianson submitted a letter of resignation from her custodial position with her last day of working being on April 20, 2012. A motion was made by Ms. Pufahl to approve the resignation from Ms. Christianson. The motion was seconded by Mr. Balsiger. Motion carried 5-0.

Approval of NEOLA Electronic Publishing Service for Policy Book

A proposal to have NEOLA provide an electronic publishing service for our school's policy manual was presented to the Board. This service will provide an electronic version that will be kept up to date and available for anyone to see. It will also eliminate the need of keeping up hard copy manuals for board members, administration, etc. The cost for this service would be a one-time base charge of \$4,400 and then an annual fee of \$500 thereafter. A motion was made by Mr. Balsiger to approve the electronic publishing service from NEOLA for our policy book. The motion was seconded by Ms. Levzow. Motion carried 5-0.

Approval of Elementary Family Handbook

Ms. Kamrath said she has one addition to make yet to add in some protective behaviors information. A motion was made by Ms. Pufahl to approve the elementary family handbook with the inclusion of the protective behaviors information. The motion was seconded by Ms. Ives. Motion carried 5-0.

Approval of Elementary Staff Handbook

A motion was made by Ms. Levzow to approve the elementary staff handbook. The motion was seconded by Ms. Pufahl. Motion carried 5-0.

Approval of Summer School Swimming Program

A discussion was held regarding the summer swimming program for Pardeeville students. The cost would be \$33 per student which is less than parents would pay individually because it is a group rate. Last year parents paid for the lessons for their children but the school provided busing paid for through a special fund. Mr. Knitt said the money in that fund was all used now and there is no more money to pay for transportation for swimming lessons this year.

It was discussed that some parents choose to transport their own children and that charging the remaining parents to pay for the busing would be too costly. A motion was made by Ms. Ives to approve that parents pay the \$33.00 per person for swimming lessons for their children and they will have to find their own transportation. The motion was seconded by Ms. Pufahl. Motion carried 5-0.

Approval of Summer School Enrichment Program

Mr. Knitt recommended that summer school enrichment classes not be offered this summer. He said that remedial classes should be offered. A motion was made by Ms. Levzow to not offer summer school enrichment classes this summer but that remedial classes be continued. The motion was seconded by Ms. Ives. Motion carried 5-0.

Approval of Bid Specifications for High School Roof and Elementary School Panels and Windows Project

The Board was asked to approve releasing the bid specifications for the high school roof and the elementary school panels and windows for contractors to bid on. Mr. Knitt said the plan is to have contractors submit sealed bids by May 2 and have the Board offer contracts at the May 7th board meeting. A motion was made by Ms. Pufahl to approve putting the bid specifications out for getting bids by May 2, 2012. The motion was seconded by Mr. Balsiger. Motion carried 5-0.

Agenda Items for Next Meeting

A special board meeting will be held on April 30, 2012. Agenda items will include Recognition of Retiring School Board Member, Election of School Board Officers, Select CESA 5 Annual Meeting Representative, Approval of Financing Option of Borrowing \$1,000,000 approved by Tax Payers on April 3, 2012 Referendum, Approval of Bid Specifications for Outdoor Play Area/Basketball Court/Sidewalk, Approval of Holding Prom at Wyocena Community Center, Revisions to Middle School Teacher Handbook and Student Handbook, and 2012-13 General Fund Budget.

The next regular school board meeting will be held at 7:00 p.m. on Monday, May 7, 2012 in the high School Library. Agenda items will include School Board Committee Assignments, Report on Student Council Convention, Changes to High School Resource Time, Approval of Minutes Dated 4/16/12, Approval of Minutes Dated 4/30/12, Approval of Landscaping Class Projects, Approval of Middle School Teacher Handbook, Approval of Middle School Student Handbook, Approval of Awarding Contract for High School Roof, approval of Awarding Contract for Elementary School Panels and Windows, Approval of Gift from Wyocena Yardbirds, and Approval of Gift from Pardeeville Garden Club.

Executive Session

An executive session was held under 19.85(1)(c) to approve executive meeting minutes dated 4/9/12, to discuss personnel issues in the baseball program and discuss recall of laid off certified staff due to referendum.

Action on Items from Executive Session

A motion was made by Ms. Ives to recall certified staff that was laid off due to referendum per administrator's recommendation. The motion was seconded by Ms. Pufahl. Motion carried 5-0.

Adjournment

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

The meeting was adjourned at 10:05 p.m.

Becky Levzow, Clerk