

BOARD OF EDUCATION
PARDEEVILLE AREA SCHOOL DISTRICT
Pardeeville, WI

MINUTES
REGULAR BOARD MEETING
June 18, 2012

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. Lezvow, Ms. Morrison, Mr. Smith, Ms. Walker and Ms. Pufahl. Absent was Ms. Ives. Also present at this meeting were Mr. Knitt, Mr. LeMay, Ms. McElroy, Ms. Clemmons, Mr. Bouwkamp, Mr. Michael Haynes and several parents from the wrestling club.

Open Forum

There were no open forum items.

Administrative Team Reports

Mr. Lenz provided a report on Middle School. Remedial summer school in language arts and math for students in grades 5-8 is underway. The incentive trip to Mt. Olympus was a huge success. The 8th grade promotion ceremony was well attended by friends and family. The sixth graders traveling to Washington, D.C. left on May 6th and returned on May 12th. In all these students missed 4 days of school. A total of 25 out of 66 students did not go on this trip. Ms. Lezvow asked for a report showing the reasons why 25 students did not go on this trip. Mr. Knitt will ask Mr. Lenz for a report on that. Construction has begun on the new middle school playground behind the Balliet building.

Mr. LeMay submitted a report on the High School. Fifty five students graduated this year. Mr. LeMay gave a big thank you to senior class advisors, Jeani Kerrigan and Ruth Ann Kingsland, and the custodial staff for making the graduation ceremony come together. Eleven students were able to graduate because of their enrollment in the Alternative Education program run by Mr. Bruce Brey. Mr. Brey would like to come to a school board meeting in the future to explain more about his program, including the GED02 (general education development option #2). Summer school for high school students began on June 11th offering two sessions of credit recovery via NovaNet and an English class. The classroom that was used for technology education in the past will now be used by Ms. Casey and Ms. Waldinger. Both teachers are part time. Ms. Casey teaches in the morning and Ms. Waldinger teaches in the afternoon so this arrangement should be very beneficial to everyone. Spring sports are done. Both softball and baseball ended their season in the second round of playoffs. Track sent many to State this year and one student made it to State Golf this year. The construction project is underway on the high school building. Mr. LeMay and high school administrative assistant, Ms. Reigel, are working on things for the coming school year.

Mr. Knapp submitted a report on the Custodial/Maintenance Department. The major referendum building projects are underway. Mr. Knapp reported on this later in the agenda. Mr. Knapp is gathering proposals for secondary summer projects which include tile and carpet replacement in the elementary and high schools and HVAC work in the high school and elementary replacing worn out valves/pumps and motors. Painting has begun on classroom and office doors in the high school and this should be completed by the beginning of the new school year.

The exterior of the buildings will be power washed and possibly some painting will be done there as well. Some damaged floor tile in the buildings will be replaced. “No Dogs Allowed” signs will be posted as this has been a growing problem and “Fire Zone” signs will be put up because there are too many vehicles being parked and left next to the buildings causing a safety hazard. Custodians are busy with their yearly cleaning. This includes removing fixtures from rooms, cleaning the rooms from ceiling to floor and stripping and waxing the tile floors. To enhance electrical safety, GFCI’s will be installed in restrooms, drinking fountain and kitchen areas where none exist now. An air conditioner has been purchased and placed in the high school copy machine room due to a severe problem with the copy machine overheating.

Ms. McElroy reported on Technology in the district which included the following: **Equipment:** A new server was purchased to balance the load of virtual servers we presently have online. Thirty Chromebooks were purchased to use between two middle school English classrooms. Ten additional Chromebooks were purchased through Common School Funds to be checked out by staff through the Library Media Center (LMC) for professional development. When staff members aren’t using them, students can use them for doing homework in the LMC. A Smartboard was purchased for a 7th grade math classroom with funds raised through a middle school fundraiser. Projectors will be installed in a fifth grade classroom, two high school social studies rooms and the band and chorus classroom. Ms. McElroy has been interviewing technology engineering consultants to obtain bids for creating multiple Request for Proposals and overseeing the wiring and installation of multiple systems over the next several years. They discussed the need to add an enterprise level wireless system to the district tech network, an IP bells and paging system in both the high school and elementary, upgrading the outdated surveillance system at the Middle/High School with an IP camera system, adding cameras in the elementary facility, and replacing the analog classroom clocks with wireless clocks so all class and hallway areas are on the same time. **Network & Software:** The Tech Department is currently working on a large project which involves updating all district computers through a 5 step process. The upgrade will allow us to turn off the Lightspeed antivirus product and to use the Microsoft Forefront antivirus that comes with our licensing for no additional cost. A new lunch program will be set up this summer changing lunch cashier systems from Wordware to Powerlunch through PowerSchool. VMWare management software was purchased to allow us to move virtual servers while they are running so updates can take place.

Committee Reports

Buildings and Grounds Committee—a meeting will need to be scheduled to address projects Mr. Knapp and Ms. McElroy are working on.

Curriculum Committee—no report given.

Personnel Committee—a Personnel Committee Meeting was held on 6/18/12 to discuss 2012-13 administrator and administrative staff pay increases.

Policy Committee—a meeting was scheduled for 6:00 p.m. on 7/16/12 to discuss updates.

Wrestling Report

Mr. Knitt told the Board that he had a conversation with Mr. Poches, the superintendent at Portage Schools, regarding a co-op program for wrestling. At the time Mr. Knitt talked with Portage, they were receptive to this idea; however, he has not been able to talk further with them regarding this. If the co-op gets approved, it would need to go to our conference for approval. This co-op would probably begin then in 2013-14.

Report on Middle School Individual Planning Conferences

Mr. Michael Haynes reported on 8th grade individual planning conferences. Five out of nine parents that did not respond to setting up a conference time involved special education students and, therefore, Mr. Haynes said he plans to add individual planning conferences into the IEP meetings for these students so they don't get missed.

Board Member Retreat Date

This item was postponed until the 6/25/12 meeting.

Construction Update

Mr. Knapp gave an update on the referendum construction projects. The old sky light windows on top of the high school roof at door #5 have been removed and metal stud walls will be put in their place. The next phase will be the actual gable roof construction. Johnson Controls will be working on the high school roof as well extending HVAC system supply air intakes and the boiler stacks. Elementary school decorative panels are in the removal process. The playground equipment has been moved from Marcellon to the Balliet building area. On June 13th A&A Environmental removed the lead and asbestos caulk from the high school roof.

2012-2013 Budget Presentation

Mr. Knitt gave an overview of the 2012-13 budget. A special meeting will be held on 6/25/12 to discuss the 2012-13 budget further.

Approval of Minutes Dated 6/4/12

A motion was made by Ms. Morrison to approve the minutes dated 6/4/12. The motion was seconded by Ms. Walker. Motion carried 6-0.

Approval of Special Meeting Minutes Dated 5/30/12

A motion was made by Ms. Levzow to approve the special meeting minutes dated 5/30/12. The motion was seconded by Ms. Morrison. Motion carried 6-0.

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 6-0. Check numbers submitted and approved included checks 47164-47222, 47311-47383, 47397-47495, 4900001000 and 10178-10186.

Approval of High School Teacher Handbook

The High School Teacher Handbook was revised using the same language about teacher attire as the Middle School Handbook is using. A motion was made by Ms. Morrison to approve the High school Teacher Handbook. The motion was seconded by Ms. Walker. Motion carried 6-0.

Approval of CESA 5 Contract for 2012-13

A motion was made by Mr. Balsiger to approve the CESA 5 contract. The motion was seconded by Ms. Morrison. Motion carried 6-0.

Approval of CESA 5 Acquiring Property

Mr. Knitt told the board members that CESA 5 is purchasing Rock Springs Elementary School in Baraboo for one of the programs they offer. State law requires that the School Board of every school district in a CESA must approve the purchase. A motion was made by Ms. Levzow to approve CESA 5 acquiring property. The motion was seconded by Mr. Balsiger. Motion carried 6-0.

Approval of CESA 6 Contract

Mr. Knitt recommended the Board approve the CESA 6 contract for the Link for Learning program that our school district uses. A motion was made by Mr. Balsiger to approve the CESA 6 contract. The motion was seconded by Ms. Walker. Motion carried 6-0.

Approval of Advisors for 2012-2013 School Year

A list of club advisors and class advisors for the 2012-2013 school year was submitted to the board members for approval. The list included: Activities Director—Phil Kamrath, Art Club—Chris Lynch, Band—Dan Evans, Chorus—Taya Smith, Drama Club/Plays—Lorrie Fundingsland, FBLA—Liz Baus and Becky Hineman, FFA—Cal Bouwkamp, Forensics—no one yet, Homecoming/Student Council—Holly Downs and Chris Lynch, National Honor Society—Chad Hineman, Peer Tutor Coordinator—Barbara Hein, Yearbook—Margaret Waldinger, Freshmen Class Advisors—Jeani Kerrigan and Ruth Ann Kingsland, Sophomore Class Advisors—Amber Houslet and Holly Downs, Junior Class Advisors—Bryanna Quade and Molly Carlson, and Senior Class Advisors—Bruce Brey and Katie David. A motion was made by Mr. Balsiger to approve the advisors for the 2012-2013 school year. The motion was seconded by Mr. Smith. Motion carried 6-0.

Approval of Resignation from Phy Ed Teacher/Volleyball Coach

A letter of resignation was received from Ms. Tamra Kielty from her Phy Ed teaching position and Varsity Volleyball Coach position. A motion was made by Ms. Levzow to approve the resignation from Tamra Kielty. The motion was seconded by Mr. Balsiger. Motion carried 6-0.

Approval of Out-of-State/Overnight Trip for FFA Officer Training on July 9-13 and Out-of-State/Overnight/Sunday Trip for 8th Grade Science on August 9-13

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

Approval of New Medical Advisor for School

Mr. Knitt said our school nurses recommended approval of a new medical advisor for the school. The medical adviser is an unpaid position that is required under state law. They recommended approval of Dr. Roxeanne Richards who currently works at the free clinic in Portage. A motion was made by Ms. Walker to approve the new medical advisor for the school. The motion was seconded by Ms. Levzow. Motion carried 6-0.

Approval of Purchase of Cafeteria Tables

Due to the Board supporting the changes in Middle School lunch being served in the Middle School Gym, money was set aside in the referendum to purchase additional tables for hot lunch. The tables that would be purchased would be used in the high school and the current tables in the high school would be used in the middle school. \$15,000 has been set aside for these tables. Based on the number of tables needed, the amount would be closer to \$18,000. Ms. Morrison questioned whether the pricing received was state contract pricing. A motion was made by Ms. Morrison to approve the purchase of 12 cafeteria tables as long as we check on state contract pricing. The motion was seconded by Ms. Levzow. Motion carried 6-0.

Agenda Items for Next Meeting

A special school board meeting will be held on June 25, 2012 at 7:00 p.m. Agenda items will include Board Member Retreat Date, Approval of 2012-13 Administrator and Administrative Staff Salary Increases and Discussion on 2012-13 Budget.

The next regular school board meeting will be held at 7:00 p.m. on Monday, July 16, 2012 in the Elementary School Library. Agenda items will include Open Forum, Administrative Team Reports, Committee Reports, Board Member Retreat Date, Washington, D.C. Trip, Annual Report for Reading Recovery, Pupil Non-Discrimination Self-Evaluation Report, Wrestling Co-op Update, Construction Update, Approval of Minutes Dated 6/18/12, Approval of Special Meeting Minutes Dated 6/25/12, Approval of Receipts/Expenditures, Approval of First Reading for Revised Policies, Approval of Overnight Trip for Dance Camp, Approval of Parent Transportation Contracts, Approval of Physical Education Teacher, Approval of Open Enrollment Exception, Approval of Bid for Installation of Lock Hardware and Rekeying of School District Buildings, Approval of Bids for Construction 4 Concrete Pads Located at West Entrance of High School Building, Approval of Bids for New Carpet in High School Guidance Offices and New Tile Flooring for Two Classrooms in Elementary School, Approval to Send Out Request for Proposal for Bids to Wiring Contractors, Approval of 2012-13 Budget, Approval of 2013-14 Budget Guidelines and an executive session to approve the executive meeting minutes of 6/18/12 and receive end of year report from District Administrator.

Executive Session

An executive session was held under 19.85(1)(c) of the Wisconsin Statutes to approve the executive meeting minutes dated 5/30/12, approve the executive meeting minutes dated 6/4/12, and to discuss 2012-13 administrator and administrative staff pay increases.

Adjournment

A motion was made by Mr. Balsiger to adjourn. The motion was seconded by Mr. Smith. Motion carried 6-0.

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

Becky Levzow, Vice President