

BOARD OF EDUCATION
PARDEEVILLE AREA SCHOOL DISTRICT
Pardeeville, WI

MINUTES
REGULAR BOARD MEETING
September 17, 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. Ives, Ms. Levzow, Ms. Morrison, Mr. Smith and Ms. Pufahl. 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. Angela Engelmann, Ms. Kelly Lentz, Ms. Cass Brouette, Mr. Steven Miller and Ms. Jean Butenhoff.

Open Forum

There were no open forum items presented.

Insurance Consultant

Mr. Knitt told the Board that he invited Mr. Steven Miller and Ms. Jean Butenhoff from Beneco of Wisconsin to tonight's meeting to address the Board. They are insurance consultants. Mr. Knitt said he had worked with Mr. Miller in the past and found him to be very thorough and able to come up with creative and economical solutions to employee insurance issues. This company would work with the Pardeeville Area School District in reviewing employee health, dental, life and long-term disability insurance programs we currently have in place. They would also write bid specifications and review all bids for any insurance program that would be put out to bid. They would begin in January and would charge the district \$2,000 per month for services. The cost for this service was budgeted for in the 2012-2013 budget. Mr. Miller said his company would work with the district to obtain the highest quality of insurance for the best cost.

Administrative Team Reports

Ms. Kamrath submitted a report on the Elementary School. There are approximately 325 grandparents signed up to eat lunch with their children during Grandparents Week. During the late start on 9/12/12 grade levels worked on CORE curriculum and support staff trained with district nurses on a variety of procedures. PTO will be providing a meal on Back-to-School Night. During the week of 9/10/12 grade level collaboration meetings focused on reviewing end of year literacy assessments and discussing student needs based on teacher observations during the first few weeks. Students and staff are busy working on the positive behavior intervention system on lessons for cafeteria, hallway and bathroom routines. Ms. Kamrath met with support staff to put together playground rules and expectations for the playground and equipment. Bulldog paws and tickets will be given out for positive behaviors to students. The tickets will be put into monthly drawings to help promote positive behaviors.

Mr. Lenz provided a report on Middle School. He has heard positive reports from 5th and 6th grade students about their participation in band and choir. Teachers are happy with the new schedule. Management issues are simplified because of the reduced movement between buildings and teachers are more available in the afternoon when students have study hall and need help. One effort to meet the goal of positive recognition in the middle school is “Caught Being Good” slips which are given out to students for positive behaviors. Slips are drawn every Friday, the names are read in the announcements and students can come to the office for a treat. New to the middle school this year is a cart of 30 Chrome Books which are web-based notebook computers that have a quick start time, long battery life and make good use of the Google Apps. Middle school students will be doing MAP testing beginning 9/24/12 through 10/5/12.

Mr. LeMay submitted a report on the High School. Students returned to school on 9/4/12 and rather than holding an opening assembly, instead they got right into class. Mr. LeMay chose to use the new GO time (formally Resource) as the opportunity to introduce some of the changes this year. Some of the biggest changes for this year included: the change to the cell phone and MP3 players; the use of agendas as passes; slight modifications to the dress code and moving academic support from the end of the day to the middle of the day. New teacher aides are working out well including the person working in the library media center (LMC) which they have been able to add extra duties to his workload such as resetting student passwords and helping with some tech trainings for students. The other aide has been taking on other duties as well and has been very excited to jump right in and help where possible. Improvements around the high school building include: new lettering was put on the Student Services window, high school office, district office and cafeteria and this was done for a reasonable price; Mr. LeMay figured out how to reprogram the bell schedule after many hours of working on it; the courtyard on the west side of the building has become a popular spot for lunch; Mr. LeMay picked up 20 bulletin boards from the UW Swap shop for a total cost of \$117—they are used but in good condition and will allow things to be hung up without damaging the paint on the walls; the new cafeteria tables are a big success and not having the middle school using the cafeteria now has allowed the space to be used as a study hall and meeting place; new chairs were received for the computer lab and room 31 replacing old chairs that were in bad shape. GO time has been useful to get students to meetings and begin the planning of a new school year. Mr. LeMay attended a High School Reform Committee meeting on 9/14/12 where he learned about using technology in the classroom and the “New School Report Card” among other things. Homecoming week is October 1-6. During the late start meeting on 9/12/12 staff continued working on Build Your Own Curriculum and art, phy ed and music met as departments. The laptop computers replacing desktop computers in the LMC have been a big success and students are looking forward to the wireless access down the road.

Mr. Knapp submitted a report on the Custodial/Maintenance Department. Summer referendum projects have been completed including the high school roof project and elementary school window and exterior panel projects. Smaller summer projects have also been completed: 4 concrete pads in the west courtyard of the high school; roof canopy above door #5 at the high school; new steel exterior doors on the west side of the high school; 2 new classroom doors at the west side of the high school; many high school classroom doors were refinished; a new door fob reader was installed on door #5; installation of a new high school fire panel, new smoke detectors and pull stations. The new key and door rekeying referendum project is currently underway.

Mr. Knapp listed projects planned for this fall and winter: Installation of ground fault circuit interrupters near water sources in the buildings; installation of more emergency lighting in middle school/high school; placement of safety zones “taped” around fire panels; placing of “No Parking” signs on exterior walls of buildings where the fire code has been violated in the past particularly during events; posting “No Dogs Allowed” signs on school grounds and “No Tabaco on School Property” signs as this has also been a problem; and possibly building canopies over other north facing doors on the high school building where there is an ice problem during winter.

Ms. McElroy reported on Technology in the district which included the following: **Equipment:** On 9/4/12 a controller on the SAN storage network failed and the redundant controller did not take over like it should have. A new controller was sent under warranty. 3 iPads and 12 iPods were received and are being configured to support reading and math in first grade. The district would like to thank the PTO and Wal-Mart for donating funds towards this project. A fiber cable and switch were installed between the main building and maintenance shed to support phone and computer connections. Meru Wireless installed a wireless controller, 4 wireless access points and a reporting device to have us test their wireless solution for the month of September. Ms. McElroy met with Kevin Marszalek from KM Technology Design on 9/12/12 to review final drafts of the Request for Proposal (RFP) documents for the technology referendum projects.

Network & Software: Students in grades 5-12 were set up with Google Apps for Education accounts (GAFE). These accounts pass through a filter and any flagged email is reviewed, discussed with students and possibly referred to a building principal for follow-up if necessary. The GAFE accounts allow students to collaborate on projects with other students and their teachers. MAP testing setup is being worked on for the start of testing on 9/24/12 for grades K-8. State ISES reports are in progress in all offices.

Committee Reports

Buildings and Grounds Committee—will meet on Monday, 9/24/12 to review and recommend the snow plow bid and to review and recommend for approval the Request for Proposal for technology referendum projects.

Curriculum Committee—will meet on Thursday, 9/27/12 to discuss UW System Update and WKCE Test Results.

Finance Committee—will meet on Monday, 10/1/12.

Personnel Committee—this committee met tonight two review and discuss the cook/dishwasher and Cook II job descriptions and to discuss the District Administrator job evaluation. Next meeting will be 10/15/12.

Policy Committee—met on 9/10/12 to discuss policy 2414 Human Growth and Development, policy 5630.01 Use of Restraint and Seclusion with Students and the Post-Issuance Compliance Policy for tax exempt and tax advantaged obligations.

ACT Results

Mr. Knitt gave the Board a comparison of Pardeeville High School ACT test results compared to other public schools and compared to the Trailways Conference schools. Mr. Knitt said the class of 2011-12 did an excellent job on the ACT test and was above the State average in all categories this year.

Wrestling Program

Charles Poches, Superintendent of the Portage School District informed Mr. Knitt that Portage is no longer interested in a wrestling co-op. Three parents that have children in the youth wrestling program were in attendance at tonight's board meeting. One of the parents said Rio Schools indicated they would be interested in doing a co-op with Pardeeville Schools. Youth wrestling will hold its sign-ups on October 30th. Mr. Knitt asked these parents to let him know how many students sign up for youth wrestling. He said he will need to know how many potential wrestlers Pardeeville would have when he talks to other schools to find out if they would be interested in doing a co-op with Pardeeville.

Tour of High School Building

Mr. Jason LeMay, High School Principal, conducted a tour of the high school facilities for the school board to show them the work that was done over the summer.

Approval of Minutes Dated 8/27/12

A motion was made by Mr. Balsiger to approve the minutes dated 8/27/12. The motion was seconded by Ms. Levzow. Motion carried 5-0-1. Ms. Morrison abstained.

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 #10209-10220, 83112, 47670-47710, 47842-47854, 4100001002, 4900001005-4900001009, and 47887-48018.

First Reading of Board Policies

Policy 2414 Human Growth and Development, 5630.01 Use of Restraint and Seclusion with Students and a Post Issuance Compliance Policy for Tax Exempt and Tax Advantaged Obligations were submitted to the Board for approval of first reading. A motion was made by Mr. Smith to approve the first reading of these three policies. The motion was seconded by Ms. Levzow. Motion carried 6-0.

Approval of Unpaid Personal Leave

Ms. Raine Benoy submitted a request for an unpaid leave on March 15-26, 2013. A motion was made by Ms. Morrison to approve the unpaid leave request for Ms. Benoy. The motion was seconded by Ms. Ives. Motion carried 6-0.

Approval of Middle School Special Education Aide Position

Mr. Knitt said there is a need for a part-time special education aide in the middle school and he recommended approval. A motion was made by Mr. Smith to approve hiring a part-time special education aide. The motion was seconded by Mr. Balsiger. Motion carried 6-0.

Approval of Student Council Board Representative

Mr. LeMay read a letter from A.J. Sterlavage to the school board stating his interest in serving as the student council representative to the school board. A.J. was elected by the student council for this position. A motion was made by Ms. Levzow to approve A.J. Sterlavage for the student council board representative position. The motion was seconded by Ms. Ives. 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, October 1, 2012. Agenda items will include a STAR/NovaNet Presentation, Board Member Concerns, Approval of Minutes Dated 9/17/12, Approval of Special Meeting Minutes Dated 9/24/12, Approval of Overnight/Out-of-State Trip for FFA National Convention, Approval of Resignation from Track Coach for 2014 Season, Approval of Snow Plow Bid, Approval of Release of Request for Proposal for Technology Referendum Projects, Approval of Insurance Consultant, Approval of Second Reading of Policies 2414 Human Growth and Development, 5630.01 Use of Restraint and Seclusion with Students, and Post Issuance Compliance Policy for Tax Exempt and Tax Advantaged Obligations.

Adjournment

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

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

Lynette Ives, Clerk