

BOARD OF EDUCATION
PARDEEVILLE AREA SCHOOL DISTRICT
Pardeeville, WI

MINUTES
REGULAR BOARD MEETING
December 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, Mr. Smith, Ms. Walker and Ms. Pufahl. Absent were Ms. Morrison and A.J. Sterlavage, Student Representative. Also present at this meeting were Mr. Knitt, Ms. Kamrath, Mr. Lenz, Mr. LeMay, Ms. McElroy, Mr. Knapp, Ms. Clemmons, Ms. Holly Downs, Mr. Chris Lynch, Ms. Sierra Smith, Ms. Robyn Szoke, Ms. Linda Breneman, and students Angie Banks and Lindsey Johnson.

Open Forum

Three parents, Sierra Smith, Robyn Szoke and Linda Breneman, addressed the Board about the no shorts rule in middle school. Ms. Smith said that students can wear dresses with nothing covering their legs but they can't wear shorts. Ms. Szoke said the dress code does not exclude shorts and she said that the dress code should be changed if that is the case. She said high school students have not been told they cannot wear shorts, just middle school students have been told that. Ms. Breneman said she was representing several students that were told the next day they needed to wear pants—no shorts. She wondered whose decision it was. She said some of the boys wear the longer shorts, not really short ones. The parents were told that the school board would respond to their concerns at the next school board meeting on 1/7/13.

Administrative Team Reports

Ms. Kamrath submitted a report on the Elementary School. The elementary student council collected 1,002 items to give the Wyocena Food Pantry and filled three buckets of toys. There were 69 families that attended family night on 11/29/12 where families were able to learn about and take home educational math and reading websites, participate in a book exchange and write a family acrostic poem together. December's late start in-service meeting was spent working on curriculum and doing a PBIS (Positive Behavioral Interventions and Supports) survey. The 4K staff had another Family Fun Day on 12/12/12. The Holiday Concert/Art Fair was held on 12/13/12. The month of November ended with an all school assembly celebrating all the Bulldog paws that students received for the month. Students receive Bulldog paws for being respectful, responsible, wonderful learners and for being safe.

Mr. Lenz provided a report on Middle School. The middle school Response to Intervention (RtI) team meets twice per month to discuss issues related to program implementation. Progress is being made on reorganizing the math and language arts curriculum around the common core curriculum. Half days have been arranged throughout the year for teams to work on their respective curriculums. Grades 5-8 will perform their winter concert on 12/18/12. Late start in-service meetings continue to be dedicated to work on common core standards. Mr. Lenz recently completed a 3-day Professional Assault Crisis Training (Pro-Act) with a team of middle and high school staff.

Mr. LeMay submitted a report on the High School. He attended the SLATE (School Leaders Advancing Technology in Education) conference for 2 days. Student Council hosted a Neon Dance on 12/15/12 to raise money and collect canned goods for the Adopt a Family program. The band and choir concert will be held on 12/18/12. WKCE testing was held on November 8 and 14. During GO time some students are working on "The Spirit of Excellence" award which honors schools that achieve excellence in leadership development, school spirit and service to school and community. On 11/14/12 Mr. LeMay went to Nekoosa High School to take part in the High School Reform Committee where they looked at college and career readiness standards as well as online learning opportunities. The staff is very excited to have the wireless, bells and camera system installed. Ms. McElroy has done a great job laying the groundwork for these projects. The basketball conferences have changed again and in 2013-14 Pardeeville will be in the North division. Currently there are 3 divisions (North, Central and South). Next year there will be only 2 divisions (North and South). Forensics practice has begun and Ms. Carlson and Ms. DePetro are both doing a great job as advisors. There are 17 students signed up for Forensics. Shelving has been installed in the track shed. Mr. Lynch did RSVP (Raising Student Voice and Participation) training with Stoughton Student Council. Mr. LeMay continues to send out a monthly newsletter to parents and has gotten very good feedback from it. The high school hosted the annual Holiday Wishes Soup Luncheon and raised nearly \$200. All money raised went directly to families. The 2013-14 course registration guide will be submitted to the school board for approval. Ms. Downs will begin registering students starting on February 4. Ms. Baus continues to run her third Tuesday Technology mini sessions for staff training on Google Docs and Chromebooks.

Ms. McElroy reported on Technology in the district which included the following: **Referendum update:** Purchase orders were submitted to IBS for cabling and installation of the video surveillance system. The cabling portion will take 4-5 weeks. Once IBS finishes, then Master Com will finish installing the paging/bells system. Phase 1 of our wireless plan will be installed this year and when higher capacity wireless is needed in several years as we phase into using more online textbooks then additional access points will be added. **Workstation updates:** Each year we update 75-80 workstations. The plan is to replace all future desktop workstations with mobile devices to maximize use of the wireless network and encourage collaboration between staff and students. This year's replacements included 30 Chromebooks at the high school, 30 laptops for the elementary lab and 15 laptops for staff workstation replacement. **Software & Projects:** Met with CESA 5 staff to discuss further work with the OASYS Response to Intervention software. Ms. McElroy will create a timeline of all necessary updates and processes to help maintain accuracy of this database. Ms. McElroy, Ms. Baus and Ms. Kamrath attended a technology planning session at CESA 5. Pardeeville is due to submit a tech plan to DPI before 6/1/13. At that meeting they reviewed the goals from the previous plan and identified which staff members should be responsible for working on updating specific portions. This information will be shared at the January Tech Steering Committee meeting.

Mr. Knapp submitted a report on the Custodial/Maintenance Department. Preparations for the winter season have been completed. Kenevan, our snow plowing contractor was at the school to clean up the first snow fall. The uni-vents in the elementary school and Balliet building have reached an age where the motors, transformers and control boards are starting to fail. Mr. Knapp keeps an extra motor and transformer in stock and critical parts are being replaced as the need arises. Mr. Knapp is keeping a record of what units have parts replaced and would like to see these critical parts replaced every six years being proactive as opposed to reactive, however, budget restraints are a big problem when it comes down to replacement of these parts on a regular basis. In preparation for implementation of the Indoor Environmental Quality Management Plan, Mr.

Knapp has had Johnson Controls restore to operation several of the hot water ventilators near the main doorways of the high school. As part of an effort to be more compliant with fire codes, sports and academic equipment were moved out of the high school mechanical rooms and storage shelves have been installed in the track storage building to store some of this equipment. Additional cleanup will take place in the mechanical rooms and once this has occurred, the custodial/maintenance department will be stricter about what and who will be allowed in those mechanical areas. Mr. Knapp is trying to find a cost effective alternative to our present clock system with its expensive clocks and high repair cost associated with the clocks and master clock panel itself when it causes problems.

Committee Reports

Buildings and Grounds Committee—last meeting was held on 11/26/12. Agenda items included review and recommendation for board approval of technology infrastructure improvement project bids for RFP 12046 and a report on the Indoor Environment Quality Management Plan. No meeting was held in December. The next scheduled meeting is 1/28/13.

Curriculum Committee—the next meeting for the Curriculum Committee is 1/31/13 at 8:00 a.m.

Finance Committee—met on 12/3/12. Mr. Knitt gave a referendum update and reported on 2013-14 budget projections. Next meeting is scheduled for 1/7/13.

Personnel Committee—met tonight on 12/17/12. The agenda included a food service harassment complaint update, food service evaluation update, employee handbook update and timeline for job descriptions.

Policy Committee—last meeting was on 9/10/12.

Student Representative Report

Mr. LeMay read a report from Student representative, A. J. Sterlavage, who was not at tonight's meeting. The Student Council is doing the Adopt a Family program again this year and they are collecting items for four families. They held a Neon Dance where students could either pay to attend or bring canned goods. The money and canned goods will also go toward Adopt a Family. They raised about \$600 plus canned goods.

Tour of High School Storage Areas

The school board and those present toured several storage areas in the high school. Many of these areas contained old, unused items such as old trophies, uniforms, books and equipment that need to be cleaned out. A discussion was held as to what the best ways are to get rid of the items whether it is through a spring garage sale or something else.

Board Member Concerns

Ms. Ives shared concerns about getting homework for pre-planned absences in high school.

Approval of Minutes Dated 12/3/12

A motion was made by Ms. Levzow to approve the minutes dated 12/3/12. The motion was seconded by Mr. Balsiger. Motion carried 6-0.

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 6-0. Check numbers submitted and approved included checks 10241-10247, 113012, 48249-48276, 48391-48428, 48455-48525, 4100001005, and 4900001018-4900001019.

Approval of Run/Walk Event on May 4, 2013

Students Angie Banks and Lindsey Johnson gave a presentation to the Board about the run/walk organized by the high school student council. They asked for approval to set up in the gym on May 3rd and hold the event on Saturday, May 4, 2013. A motion was made by Ms. Levzow to approve the run/walk event on May 4, 2013. The motion was seconded by Ms. Walker. Motion carried 6-0.

Approval of Overnight Trip for Curling

Curling Coach, Mr. Haynes, submitted a request to take the curling team on an overnight trip to a Wausau curling bonspiel on January 11 and 12, 2013. A motion was made by Mr. Smith to approve the overnight curling trip. The motion was seconded by Ms. Ives. Motion carried 6-0.

Approval of High School Registration Guide

A motion was made by Mr. Balsiger to approve the High School Registration Guide. The motion was seconded by Ms. Levzow. Motion carried 6-0.

Approval of Resignation of Support Staff

Ms. Sarah Millard, teacher's aide at the elementary school, submitted a letter of resignation. A motion was made by Ms. Ives to approve Sarah Millard's resignation. The motion was seconded by Mr. Balsiger. 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, January 7, 2013. Agenda items will include Report from an Alumni of Pardeeville High School, Response to Open Forum Concerns on Wearing Shorts in Middle School, Presentation of 2011-12 Audit Report, Discuss TIF District Overpayment Money, Board Member Concerns, Approval of Minutes Dated 12/17/12, Approval of Spaces Available for 2013-14 Open Enrollment Students, Approval of Resignation of Baseball Coach, an executive session to approve the executive meeting minutes dated 12/17/12, to discuss building principal evaluations and contract extensions, end of year report from District Technology Specialist, and approve extension of building principals contracts.

Executive Session

At 9:02 p.m. an executive session was held under 19.85(1)(c) of the Wisconsin State Statutes to approve the executive meeting minutes dated 12/3/12, discuss a food service employee harassment complaint, principal evaluations, district administrator evaluation and contract extension. At 10:35 p.m. the Board went back into open session.

Action on Items from Executive Session

A motion was made by Ms. Levzow to extend the District Administrator's contract to June 30, 2015. The motion was seconded by Ms. Walker. Motion carried 6-0.

Adjournment

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

The meeting was adjourned at 10:38 p.m.

Lynette Ives, Clerk