

BOARD OF EDUCATION
PARDEEVILLE AREA SCHOOL DISTRICT
Pardeeville, WI
MINUTES
REGULAR BOARD MEETING
August 15, 2016

The meeting was called to order at 6:30 p.m. by Ms. Pufahl, Board President. Roll call was taken with the following board members present: Mr. Balsiger, Ms. Levzow, Mr. Pulver, and Ms. Pufahl. Ms. Walker arrived at 6:34 p.m. and Mr. Smith arrived at 6:37 p.m. Ms. Ives was absent. Also present at this meeting were Mr. Knitt, Ms. Kamrath, Mr. Bell, Mr. Hammer, Ms. McElroy, Mr. Krueger, Ms. Clemmons, Ms. Amanda Seichter, Mr. Ralph Levzow, Ms. Christi Barden, Ms. Amanda Manthey and students Savannah Manthey and Kylee Barden.

Open Forum

No one spoke under open forum.

Administrative Team Reports

Ms. Kamrath submitted a report on the elementary school. Students in remedial summer school are receiving 90 minutes of reading and 90 minutes of math instruction. All but 14 elementary school families came to register, pay fees and have their pictures taken during Registration Day on August 4th. Ms. Kamrath thanked Ms. Hasse for putting up bulletin boards in the hallways, the custodians who have done a great job getting the school ready and Ms. Bortz for doing a great job of helping parents get their children registered and ready to go for the new school year. The PBIS (Positive Behavior Intervention System) team will be meeting on August 15 and 17 to go over the inservice plan. Ms. Kamrath will be meeting with the literacy teachers and Title Math teacher to go over goals and plan inservice meetings. Open House will be held on 8/25/16. The elementary school playground is getting painted with different playground games.

Mr. Bell submitted a report on the middle school. A 5th Grade Orientation meeting will be held on 8/25/16. Mr. Bell attended a New Building Administrator meeting through AWSA. He is continuing development of the PBIS (Positive Behavior Intervention System) with Ms. McGraw and Ms. Rinka. Mr. Bell is analyzing the current state of Standard Based Grading for Middle School and has a goal to have that ready for the 2017-18 school year. He is finalizing plans for teacher inservice week.

Mr. Hammer submitted a report on the high school. He attended a training workshop on using My Learning Plan to keep track of documents, observations and goals that are a part of Educator Effectiveness. He also attended a meeting on using the Charlotte Danielson Model for teacher observations for Educator Effectiveness and a workshop for new building administrators. Mr. Hammer, Ms. Huset and Mr. Knitt visited Madison College to discuss the Dual Credit program. He attended a planning meeting at the Portage MATC campus for the Career Fair that will be held at Portage High School in October.

Ms. McElroy reported on technology in the District. **Network and Hardware:** Network engineer projects included creating new applications for all Windows computers, upgrading all to Microsoft Office 2016 and Adobe Acrobat and updating Windows updates. Mr. Hineman updated the tech ed lab, HS55 main lab and reassigned all equipment and phones for staff room changes. Ms. McElroy worked on setting up PowerTeacher Gradebook Pro, eRegistration, new staff accounts, software renewals, new equipment warranties, and new camera and software for the football department. Ms. McElroy worked with the administrative assistants to update all students in PowerSchool and the state reporting site, finalize all 2015-16 year-end reporting and discipline reports. **eRate:** Charter eRate funding approved for \$41,580, cabling eRate funding approved for \$1,968, and other eRate requests are pending. **eRegistration:** Office staff worked on setting up documents, fees and permissions and efunds. Overall most parents were very happy with the new system. Office staff and the administrative team met after registration day to discuss changes for next year to improve the process.

Mr. Krueger reported on custodial/maintenance items which included the following: Custodians completed moving furniture for the teachers that got assigned to different rooms. The elementary gym floor sanding and finishing is done. Maintenance added a 3 phase circuit to the Tech Ed shop and moved receptacles for the new floor plan. Annual preventive maintenance on the air handler units and exhaust fans has been started. The NAE METASYS upgrade has been completed. A company was hired to remove about a dozen trees on school property. The football and band practice fields have been striped. Twenty-three work orders were completed. Custodians have most of the classrooms and hallways cleaned, waxed and ready for school to start.

Grant Received from Monsanto

Ms. Amanda Seichter told the Board the Pardeeville Agricultural Science Department has been awarded the Monsanto Growing Rural Education Grant in the amount of \$25,000. Ms. Seichter applied for the grant to help provide science lab equipment to fulfill the requirements for teaching Biotechnology as dual credit through Madison College and to add more lab experiences for the other agriculture classes that have been approved as science credit by the Wisconsin Department of Public Instruction.

Grant from NFL Foundation

Mr. Knitt told the board members that our school will receive a \$3,000 check from the NFL Foundation Grant Program. This program recognizes high schools and communities that have contributed to Super Bowl history by providing them with the opportunity to apply for grants to support their football programs. Pardeeville Schools qualified because former NFL player Mark Bortz was a graduate of Pardeeville High School.

Discussion on Student Registration

Mr. Knitt said the new eRegistration (online registration) program went well. Parents were expected to register their children online prior to coming to Registration Day on August 4, 2016. Mr. Knitt said each year we try to modify and improve the registration process. Next year they will move the location to the middle school gym which is air conditioned.

Elementary School Bus Drop Off and Pick Up

Mr. Knitt met with Ms. Kamrath, representatives from Smith Bus and the Village of Pardeeville to discuss the Elementary School drop off and pick up locations for the 2016-2017 school year. It was decided that school buses will drop off and pick up elementary students on Chestnut Street leaving the corners open for visibility. Cars will drop off and pick up elementary students on Sanborn Street.

Update on Football Stadium Lights

Mr. Knitt said we are having trouble with two east side football light towers so we are having a company come to look at those to get them fixed for the football season.

WASB Fall Regional Meeting on 9/13/16—Board Member Attendance

This year's Region 10 WASB Fall Regional meeting will be held on September 13, 2016. Mr. Balsiger, Mr. Pulver, Ms. Walker and Mr. Knitt indicated they will be attending that meeting. Ms. Pufahl and Ms. Lezow plan to attend the meeting on October 6, 2016 in Stoughton. Ms. Clemmons will register everyone as indicated and will follow up with Mr. Smith and Ms. Ives to see if they plan to attend.

Board Committee Meeting Schedule for 2016-2017

Board members reviewed a revised Board Committee Meeting schedule for 2016-2017. The Curriculum Committee will meet as scheduled. Personnel Committee will meet on the 1st Monday of each month at 6:00 p.m. Finance Committee will meet on the 2nd Monday of each month at 7:15 p.m. Policy Committee will meet on the 2nd Monday of each month at 8:00 p.m. Buildings and Grounds Committee will meet on 9/19/16, 10/17/16 and 11/21/16 at 6:00 p.m., 12/12/16, 1/9/17 and 2/13/17 at 8:00 p.m. and 3/20/17, 4/17/17 and 5/15/17 at 6:00 p.m.

October Board Meeting Dates

Mr. Knitt explained that he will not be getting information to finalize the budget and tax levy until the morning of the October 17th meeting so he may not have everything ready to approve that night. The Board decided to keep their normal meeting date of October 17th and to hold a special meeting to finalize the budget and tax levy if needed.

Board Member Concerns

There were no board member concerns.

Tour of Elementary Gym

Board members were given a tour of the elementary gym to see the gym floor that was sanded down and refinished over the summer.

Approval of Minutes Dated 8/1/16

A motion was made by Ms. Levzow to approve the minutes dated 8/1/16. The motion was seconded by Mr. Balsiger. Motion carried 5-0-1. Mr. Smith abstained.

Approval of Receipts/Expenditures

A motion was made by Mr. Pulver to approve the receipts/expenditures as presented. The motion was seconded by Ms. Walker. Motion carried 6-0. Check numbers submitted and approved included #55219- 55247, 55264-55301, 10668-10707, 0173116ACH, 0173116DDF, 55126-55132, 55174-55183, 4900001092, 01AMEX0349-01AMEX0351, and 01AMEX0353-01AMEX0355.

Approval of Donation from Girls Club

Savannah Manthey and Kylee Barden presented a \$1,000 check which is a donation from Girls Club to be used for middle school sports. A motion was made by Ms. Levzow to approve the donation from Girls Club. The motion was seconded by Mr. Pulver. Motion carried 6-0.

Approval of Support Staff Handbook

A motion was made by Mr. Balsiger to approve the changes for the 2016-17 Support Staff Handbook. The motion was seconded by Ms. Walker. Motion carried 6-0.

Approval of Certified Staff Handbook

A motion was made by Mr. Pulver to approve the changes for the 2016-17 Certified Staff Handbook. The motion was seconded by Ms. Levzow. Motion carried 6-0.

Approval of Transportation Contract

A motion was made by Mr. Smith to approve the Transportation Contract with Smith Bus for the 2016-17 school year. The motion was seconded by Ms. Walker. Motion carried 6-0.

Approval of Middle School Volleyball Coach

Tabled.

Approval of Part-time 4K Teacher

A motion was made by Ms. Levzow to approve hiring Ms. Erica Sherrick for the part-time 4K teacher position. The motion was seconded by Mr. Smith. Motion carried 6-0.

Approval of Additional 5K Teaching Position

A request to add an additional 5K teacher was submitted for approval because of an increase in enrollment. A motion was made by Ms. Levzow to approve an additional 5K teaching position. The motion was seconded by Mr. Balsiger. Motion carried 6-0.

Approval of Johnson Controls Contract

A motion was made by Mr. Smith to approve the Johnson Controls contract. The motion was seconded by Mr. Pulver. Motion carried 6-0.

Agenda Items for Next Meeting

The next regular school board meeting will be held at 7:00 p.m. on Tuesday, September 6, 2016. Agenda items will include: Board Member Concerns, Approval of Minutes Dated 8/15/16, Approval of Out-of-State Trip to National FFA Convention, Approval of Support Staff Resignation, Approval of Support Staff, Approval of Certified Staff, Approval of Additional Coaches, Approval of Additional Co-Curricular Advisors, Approval of Family Leave Request and Approval of Change in High School Transcripts.

Adjournment

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

The meeting was adjourned at 7:35 p.m.

Margo Pufahl, Board President