

BOARD OF EDUCATION  
PARDEEVILLE AREA SCHOOL DISTRICT  
Pardeeville, WI

MINUTES  
REGULAR BOARD MEETING  
September 19, 2011

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. Levzow, Mr. Skaar, Ms. Walker and Ms. Davel. Ms. Pufahl arrived at 7:47 p.m. Also present at this meeting were Mr. Knitt, Ms. Kamrath, Mr. LeMay, Mr. Lenz, Ms. McElroy, Mr. Knapp, Ms. Clemmons, Mr. Fred Wollenburg, Mr. Neal James, Ms. Helen Rawson, Mr. Joe Rataczak and Ms. Patti James.

Open Forum

There were no open forum items.

Tour of Balliet Building

Mr. Lenz, Middle School Principal, gave a tour of the Balliet building which is now used for the entire fifth grade class.

Administrative Team Reports

Ms. Kamrath submitted a report informing the board about elementary activities. Teachers and support staff spent a lot of time during the in-service meetings to go over behaviors and procedures for the playground, hallway, cafeteria, etc. Back-to-School Night was very successful with 259 out of 321 students and families in attendance. Thank you cards went out to the Edward Jones business and Pam Ades for donating boxes of school supplies for students. Brandon Bortz was hired to clean up the landscaping around the elementary building and playground which has been a great improvement. Buddy Families met for the first time this school year. Over 250 grandparents are expected to attend during Grandparents Week in September. Math curriculum based measurements have been administrated to all K-4 students. A PTO walk/run fund raiser will take place on September 23<sup>rd</sup>. A parent survey will be going home for students who were provided with Literacy support for the 2010-11 school year.

Mr. Lenz provided a report on middle school. The September 14<sup>th</sup> late start time was spent on examining the WKCE released items and developing plans to incorporate these items into our curriculum. Time was also spent discussing new procedures for documenting student concerns at the team level and consultations that involve parents and members outside of the team. About twenty 7<sup>th</sup> and 8<sup>th</sup> grade students signed up for student council this year. Mr. Lindquist, student council advisor, will also work with 5<sup>th</sup> and 6<sup>th</sup> grade teachers to get names of students who would be good candidates to represent their grade on student council. Some of the activities student council will be working on this year are a food drive, adopt-a-family during Christmas and sponsorship of middle school dances. This year dances for the 7<sup>th</sup> and 8<sup>th</sup> grade students will be held from 6:30-9:00 p.m. and activity times for 5<sup>th</sup> and 6<sup>th</sup> grade will be from 3:15-5:00 p.m. Fifth and seventh grade students recently attended a play in Portage about the Civil War called "A Heart Divided".

Mr. LeMay submitted a report on the high school. The new teachers are working out well. Ms. Kielty, phy ed teacher, had Officer Hoege speak to her students about canoe safety. The students will be canoeing on September 21<sup>st</sup> as part of the curriculum for the Outdoor Adventures course. During the late start meeting on 9/14/11, high school staff made lists of Response to Interventions currently in place and then brainstormed for things that they should try to implement. There are six high school staff members signed up for the Rtl (Response to Intervention) Committee. The Distance Learning Lab has been experiencing some problems because of aging equipment. A discussion will need to occur as to what the future of Distance Learning will be at PHS. Homecoming is set for the week of October 3-7. The National Honor Society induction will be held on 9/26/11. Mr. LeMay and guidance counselor Ms. Downs have begun a discussion on transcribed courses that might be offered at PHS. These courses allow students to receive dual credit, expand what we can offer for courses at PHS and offer an alternative to Youth Options. PowerSchool information was sent out to parents and guardians so they can now access their children's grades online. Mr. Brey's STAR students will be doing a drive to collect slightly used medical equipment like slings, braces, and crutches to benefit the St. Vincent/DePaul Community Clinic from October 17-21. There are 23 peer tutors this semester working with students from kindergarten through high school. The peer tutors went to a training workshop presented by CESA 5. A pep assembly was held on 9/8/11 to recognize accomplishments of Pardeeville's students. Those recognized included two FFA students that competed at the National Agri-Science Fair, Cogan Kirchenwitz that was elected as state President for Skills USA, Kemal Kirchmeier elected Wisconsin Association of School Council Region 5 President and Cole Kirchenwitz elected Region 5 Secretary. Mr. Hebl also introduced the baseball team and spoke about their accomplishments. Pardeeville received the Sportsmanship award at the state baseball tournament which will be presented at the October 7<sup>th</sup> football game. Advanced Spanish classes have begun incorporating new technology applications into their second language learning. The Drama Club will be presenting, "A Christmas Carol, the Ghost Stories of Christmas" in December. Mr. LeMay attended his first student council meeting on 9/22/11.

Mr. Knapp submitted a report on the Custodial/Maintenance Department. He is seeking bids for projects next summer for building improvement. Future projects for this department include reconstructing the front of the elementary school brick work and window replacement, roof work, and playground construction for the Balliet building. Mr. Knapp is currently getting bids on a new access control system for the high school to replace a very outdated system that is almost impossible to use. A lawn tractor was recently purchased with a snow blower attachment and this equipment should help this department with many projects. The maintenance department is keeping up with the mowing and lining of the athletic fields for events. Mr. Knapp will implement a bi-yearly schedule for cleaning all drain lines in the high school and elementary school to help with drain problems and prevent costly pipe replacement. Mr. Knapp is looking at changing the cleaning chemicals that the custodians use to help with the cleaning budget and he hopes to find cleaners that are safer and more environmentally friendly. Johnson Controls is preparing our HVAC systems for the winter according to contract requirements. The Balliet building seems to be working out very well.

Ms. McElroy reported on Technology in the district which included the following: **Equipment** –a projector was installed in Ms. Carlson's Biology classroom as all of her curriculum is created in PowerPoint or other online medias. Most of Ms. McElroy's first month of the school year was spent working on adding software to classroom computers, updating printers, etc. Ms. McElroy set up a Moodle server which is free open source software that several high school teachers are ready to use as a classroom management tool. An SSL certificate was added to the Moodle server so teachers and students may access from outside school with secure login and passwords to see assignments, download worksheets, watch media presentations used in class, and turn in homework to a drop box.

The technology department is working on upgrading Symantec backup systems and they verified that VEEAM backups are working successfully. September is a month filled with ISES state report deadlines and filing eRATE claims.

#### Committee Reports

The Buildings and Grounds Committee will meet on 9/26/11 and the Curriculum Committee will meet on 9/29/11. No Policy Committee meeting will be held on 9/26/11.

#### Student Representative Report

Paige Hauge has been chosen from the student council to be the new student representative to the school board. She will need to sign her Oath of Office form at the first meeting she attends.

#### Approval of Minutes Dated 9/6/11

A motion was made by Ms. Levzow to approve the minutes dated 9/6/11 as printed. Mr. Balsiger seconded the motion. Motion carried 5-0-1. Ms. Davel abstained.

#### Approval of Receipts/Expenditures

A motion was made by Mr. Balsiger to approve the receipts/expenditures. Ms. Levzow seconded the motion. Motion carried 6-0. Check numbers submitted and approved included 45521-45545, 45629-45676, and 45713-45863.

#### Approval of Additional Bus Route

Mr. Knitt provided further information in response to a request that bussing be added to Allye Court in the Village of Pardeeville. He told the school board that he talked with Smith Bus. They discussed where the bus stops are at this time. There are areas in the Village further than the Allye Court area with no bussing provided. The stops that are currently in the Village have been there for some time. Mr. Knitt said adding additional stops would certainly require the use of at least one additional bus. The recommendation by the administration was to deny the request for bussing. Mr. Balsiger made a motion to deny the request for bussing. Ms. Levzow seconded the motion. Motion carried 6-0.

#### Approval of Overnight Trip for Skills USA

Mr. Osterhaus submitted a field trip request to take students to a Fall Leadership Conference for Skills USA on October 5-7, 2011. A motion was made by Ms. Levzow to approve the overnight trip for Skills USA. The motion was seconded by Ms. Walker. Motion carried 6-0.

#### Approval of Overnight/Out-of-State Trip for National FFA Convention to Indianapolis, Indiana

Mr. Bouwkamp submitted a request to take students to the National FFA convention in Indianapolis, Indiana, on October 19-22, 2011. A motion was made by Ms. Levzow to approve the trip to the National FFA convention with the stipulation that the chaperone requirements are met. The motion was seconded by Mr. Skaar. Motion carried 6-0.

Ms. Pufahl arrived at the meeting.

Approval of Title Math Position

Ms. Kamrath recommended hiring Ms. Tara Runaas for the Title I Math position. This position is being covered financially by Title I money. A motion was made by Ms. Lezvow to hire Ms. Runaas for the Title I Math position. The motion was seconded by Ms. Walker. Motion carried 7-0.

Approval of Elementary Student Council Advisor

Ms. Kamrath recommended Ms. Sarah Millard for the elementary Student Council advisor position. A motion was made by Ms. Pufahl to hire Ms. Millard for the elementary Student Council advisor position. The motion was seconded by Ms. Ives. Motion carried 7-0.

Approval of Donation of Van to Rawhide

One of the school owned vans that was used for district maintenance/food service is in need of major repairs and is no longer needed. Mr. Knapp recommended donating the van to Rawhide rather than investing money to fix the van and trying to sell it. The board members discussed the possibility selling the vehicle for scrap or metal recycling. A motion was made by Ms. Lezvow to investigate selling the vehicle for scrap or metal recycling. The motion was seconded by Mr. Balsiger. Motion carried 7-0.

Approval of Middle School Playground Proposal

Mr. Lenz submitted a proposal regarding the middle school playground to the school board for their review and consideration. At this time, Mr. Lenz said he was just asking the Board to approve Stage 1 which was to move two swing sets and the climber from the Marcellon School and to anchor them with concrete within an area of sand or woodchips by the Balliet building. A motion was made by Ms. Lezvow to accept the proposal and to get bids for moving equipment from Marcellon. The motion was seconded by Mr. Balsiger. Motion carried 7-0.

Approval of Second Reading of NEOLA Board Policies 3340 and 4340 for Grievance Procedures

A motion was made by Mr. Skaar to approve the second reading of NEOLA board policies 3340 and 4340. The motion was seconded by Ms. Ives. Motion carried 7-0.

Approval of Appraisal of Marcellon Property

Mr. Knitt told the board members the school's attorney recommended that the district get an appraisal of the Marcellon School building and land. Ms. Pufahl made a motion to hire an appraiser to do an appraisal of the building and the land. The motion was seconded by Mr. Balsiger. Motion carried 7-0.

Agenda Items for Next Meeting

The next regular school board meeting will be held on October 3, 2011 beginning at 7:00 p.m. in the high school library. Agenda items will include: Oath of Office for Student Representative of the Board, Third Friday Pupil Count Report, Discussion about Possible Third Board Meeting in October, Approval of Minutes Dated 9/19/11, Approval of Donation from Wal-Mart, Approval of Second Reading of Revised Use of Facilities by the Public Policy 901.3, Approval of 66:30 Agreement for Reading Recovery with Wisconsin Rapids Schools, Approval of Access Control System for High School, and an executive session under 19.85(1)(e) to discuss the sale of Marcellon School and to approve the executive session minutes dated 7/12/11.

Adjournment

A motion to adjourn was made by Mr. Balsiger. The motion was seconded by Ms. Levzow. Motion carried 7-0.

The meeting was adjourned at 8:15 p.m.

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Becky Levzow, Clerk