

BOARD OF EDUCATION  
PARDEEVILLE AREA SCHOOL DISTRICT  
Pardeeville, WI

MINUTES  
REGULAR BOARD MEETING  
October 20, 2014

The meeting was called to order at 7:00 p.m. by Ms. Pufahl, Board President. Roll call was taken with the following board members present: Mr. Balsiger, Ms. Ives, Ms. Lezow, Mr. Smith, Ms. Walker, and Ms. Pufahl. Mr. John Walton, student representative, arrived at 7:05 p.m. Absent was Ms. Morrison. Also present at this meeting were Mr. Knitt, Ms. Kamrath, Mr. Lenz, Mr. LeMay, Mr. Krueger, Ms. McElroy, Ms. Clemmons, Ms. Amber Houslet, Ms. Elizabeth Huck, Ms. Barb Allen and Ms. Joan Killoran.

Open Forum

There were no open forum items presented.

Administrative Team Reports

Ms. Kamrath submitted a report on the elementary school. Ms. Kamrath met with the literacy team, Title math teacher and grade level team teachers to discuss the literacy and math supports for the school. PALS testing, MAP data, classroom teachers' input, etc. are used to identify student needs. There were 51 first through fourth grade students identified who need literacy support and 26 kindergarten-fourth grade students identified that need math support. Fire Prevention Week was held the week of 10/6/14. There were 62 students that participated in the S'more reading and math program over the summer. There was a great turnout at the parent/teacher conferences held on October 13 and 14. Ms. Kamrath will be attending the State Elementary Principal Convention on October 16 & 17. The PTO held a Halloween dance on October 17 and on October 30<sup>th</sup> there will be a Halloween costume/PJ day at Pardeeville Elementary. WKCE testing will take place on 10/18/14 for 4<sup>th</sup> graders. Ms. Spafford, elementary guidance counselor, sent out a needs assessment survey to staff. The information from that survey will help identify and address the greatest needs for our elementary students.

Mr. Lenz submitted a report on the middle school. There was an excellent turnout for middle school parent/teacher conferences. Mr. Lindquist and Ms. Osterhaus will be taking middle school students to the Stem Exploration Day for Boys on 11/21/14 and Stem Exploration Day for Girls on 2/27/15. Eighth grade students will go on a field trip to Devil's Lake on 10/24/14. A middle school dance for grades 6-8 will be held on 10/24/14 and 5<sup>th</sup> grade will have an activity night after school on 10/24/14. Builder's Club will be up and running soon. Fall MAP testing is completed. Mr. Lenz copied the board members with the October edition of the middle school newsletter.

Mr. LeMay submitted a report on the high school. A fall music concert will be held on 10/27/14. Signups for the wrestling co-op and girls' hockey co-op are in the high school office. Parent/teacher conferences were held on October 13 and 16. A Veteran's Day program will be held in the high school on 11/11/14. The first round of ACT Aspire testing, which is the newest state assessments, occurred on 10/14 and 10/16. All freshmen have to take this test and will take it again in the spring. Sophomores will take the science and social studies portion of the WKCE on 10/28/14 and will also be taking the ACT Aspire in the spring. Ms. Carlson and Mr. Hineman met with a person from CESA 5 to help with their science curriculum and the integration of the next Generation Science Standards.

Eleven students were inducted into NHS. During the in-service meeting on 10/4/14 staff worked on Educator Effectiveness and received help on their Student Learning Objectives. The high school has begun to develop a common writing rubric for use in the classroom which is another piece of the overall focus on reading and writing this year.

Ms. McElroy reported on technology in the district. She worked with Gaggle (our email archive and student email filter provider) to change the flow of email to our district. Ms. McElroy set up a plan to retire the majority of our shared data drives on the network. Google announced it is offering unlimited space and email plug Drive (files) archiving to all Google Apps for Education schools. A proxy cache server was set up to support the new online ACT Aspire testing in 9<sup>th</sup> grade. The test was given on Chromebooks to 65 students on October 14 and 16 and everything went smoothly. An agreement was signed with Heartland Business Systems to have one of their consulting engineers come to our school once a week to perform higher level network/server maintenance. We are also working with Heartland on updating our Windows 7 images on the SCCM server. A security consultant from TBJ Consulting spent time reviewing our firewall settings and he recommended tightening up our network security. Some of their suggestions were implemented immediately and others will be phased in after testing is complete for ACT Aspire. Ms. McElroy is monitoring and assisting state report submissions for 3 rounds of ISES, CWCS and yearly discipline files that the state requires. Ms. McElroy is submitting eRate reimbursement claims for web hosting and 4 phone categories. She attended the CESA 5 network coordinator's meeting on 10/17/14.

Mr. Krueger reported on custodial/maintenance items which included the following:

- Changed the salt spreader over to the pickup from the old Ford tractor
- Built a welding table out of the metal from the old bleachers for working on projects in the shop
- Converted the tow behind thatcher to be mounted on front of the Grasshopper to make lawn care more efficient
- Worked with Simplex on installing 4 new devices at the elementary for the fire system
- Rebuilt the frame and rehung the school forest sign
- Finished preventive maintenance on all AHU, unit heaters and univents
- Added a downspout to a drain coming out of the high school shop exterior wall from the roof to avoid water from running down the side of the wall there
- Maintenance and custodial staff also worked on a record setting 94 work orders that came in this month

**Exterior Building Project:** Gutters are all installed with a few missing downspouts waiting to be painted.

Installation of the new EFIS began on 10/13 on the south side of the gym. **Roofing Project:** All roofs have been patched and repaired and the boiler room roof at the elementary school has been re-roofed.

### Committee Reports

Buildings and Grounds Committee—met on 10/8/14 to look at school lots and to discuss clear cutting by the back entrance of the athletic complex. The school owns four lots off Schwantz Road. One of the neighbors has expressed an interest in purchasing one of the school lots. The Buildings and Grounds Committee said they are in the very early stages of considering any sales at this time. The committee discussed the possibility for our science classes to utilize the pond property for classroom experiences to enhance student learning. In looking at the school lots a concern was also noted over a property owner utilizing school property without permission that needs to be addressed. Regarding the back entrance of the athletic complex, the county has been contacted to clean brush and small trees farther back at that entrance. Ms. Levzow said there is a need for a gate across the drive when sporting events are not in progress. Mr. Krueger said there is a gate there now.

Curriculum Committee—met on 9/23/14 with the world language, science and social studies departments. Their next meeting will be on 10/23/14 to meet with the math, phy ed and music departments. On 11/25/14 the Curriculum Committee will meet with the art, business ed, English and special ed departments. Ms. Levzow said a summary of these meetings will be given to the Board after the committee has met with all of the departments.

Personnel Committee—met on 10/13/14 to discuss the District Administrator evaluation, nurse job description, and certified staff and support staff compensation.

#### Student Representative Report

John Walton reported on student activities in the high school. A fall band and choir concert will be held on 10/27/14. Parent/Teacher conferences were held during the week of 10/13/14. The Theatrical Society has been practicing for their upcoming play. Fall sports are finishing up. Student Council will be doing a food and clothing drive and holding a Halloween dance this year.

#### Google Integration Group

Ms. Elizabeth Huck and Ms. Amber Houslet reported on the Google Integration Group project. This project was presented to staff in the spring and 12 teachers signed up. Over the summer participants were to complete 5 exams to become a Google Educator (Calendar, Gmail, Drive, Sites and a choice of Chrome browser, Chromebooks or Tablet management). Nine teachers are presently participating. This project uses 2 different locations that they communicate information on and have discussions: Google Site where past and present participants will be able to learn from each other, and Google Classroom where participants submit planning documents and reflections. Teachers who complete the project will get additional pay equivalent to 3 college credits.

#### Report on Washington, D.C. Trip

Ms. Barb Allen and Ms. Joan Killoran presented information to the Board about the Washington, D.C. trip. Goals and expectations, applications to chaperone and family contracts were handed out at a meeting held with families on 9/23/14. The trip is planned for March 29-April 4, 2015. They will be taking one bus which holds 56 people. At this time there are 36 students and 24 adults that would like to go from Pardeeville Schools, however, Ms. Allen said numbers usually go down for students and parents as the trip gets closer. St. John's School has 2 students and 2 parents interesting in going on this trip with our school. Fundraisers for the Washington, D.C. trip include pizza fund raisers and money raised from Milk Moola, Box Tops for Education, and money from aluminum cans. A discussion about the expenditures for this trip and approval of St. John's students and chaperones will be on the 11/3/14 school board agenda.

#### Attendance at WASB Annual Convention on January 21 & 22, 2015

Mr. Balsiger, Ms. Ives, Ms. Levzow, Ms. Pufahl, Mr. Smith and Ms. Walker said they plan to attend the WASB Annual Convention in Milwaukee on January 21 and 22 along with Mr. Knitt. Mr. Krueger will also be attending this meeting. Ms. Clemmons will register those attending and will make room reservations.

#### Change Date of Policy Meeting

The Policy Committee meeting for 10/27/14 was cancelled due to the band concert being held that night. Their next meeting will be on 11/24/14.

## Board Member Concerns

None

## Approval of Minutes Dated 10/6/14

A motion was made by Mr. Balsiger to approve the minutes dated 10/6/14. The motion was seconded by Ms. Levzow. Motion carried 6-0.

## Approval of Receipts/Expenditures

A motion was made by Ms. Walker to approve the receipts/expenditures. The motion was seconded by Mr. Balsiger. Motion carried 6-0. Check numbers submitted and approved included #52010-52083, 10448-10457, 010DD93014, 51758-51783, 51903-51968, AMEX0104-AMEX0112, and 4900001047-4900001049.

## Approval of Youth Options Requests

Applications from five students for Youth Options classes at MATC for second semester were submitted to the Board for approval. A motion was made by Mr. Balsiger to approve the youth options applications. The motion was seconded by Ms. Levzow. Motion carried 6-0.

## Approval of Overnight Trip for High School Student Council on October 26-27, 2014

Per Mr. Lynch, Student Council Advisor, the Student Council will not be staying overnight for this trip but because the conference is on a Sunday, board approval is still required. The trip is for the WASC Leadership meeting and the purpose of the activity is to help student council officers be better leaders. A motion was made by Ms. Levzow to approve the Sunday trip for Student Council. The motion was seconded by Mr. Smith. Motion carried 6-0.

## Approval of Overnight/Out-of-State Trip for FBLA on November 14-16, 2014

A field trip request was submitted from Ms. Huck to take FBLA students to the FBLA National Fall Leadership Conference in Minneapolis, Minnesota on November 14-16, 2014. A motion was made by Ms. Ives to approve the overnight/out-of-state trip for FBLA based on the appropriate chaperones for boys and girls. The motion was seconded by Mr. Smith. Motion carried 6-0.

## Approval of Short Term Borrowing

Proposals for short term borrowing of \$900,000 were received from Bank of Poynette and National Exchange Bank. Mr. Knitt recommended approving the short term borrowing proposal from the Bank of Poynette for \$900,000 at 0.95% interest. A motion was made by Mr. Balsiger to adopt the borrowing resolution as set forth on Exhibit A for the short term borrowing proposal from Bank of Poynette for \$900,000 at 0.95% interest. The motion was seconded by Mr. Smith. Motion carried 5-0-1. Ms. Pufahl abstained.

## Approval of 2014-2015 Budget

A motion was made by Ms. Ives to approve the 2014-2015 budget. The motion was seconded by Ms. Levzow. Motion carried 6-0.

### Approval of 2014-2015 Tax Levy

Mr. Knitt said due to a decrease in the revenue control and an increase in state aid, property taxes will be lower than what the Annual Meeting approved in August. The tax levy would be \$5,244,795 and mill rate of 10.59. A motion was made by Mr. Smith to approve the 2014-2015 tax levy of \$5,244,795. The motion was seconded by Ms. Walker. Motion carried 6-0.

### Approval of 66:30 Agreement for Reading Recovery with Wisconsin Rapids Schools

A motion was made by Ms. Ives to approve the 66:30 agreement for Reading Recovery with Wisconsin Rapids Schools. 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 7:30 p.m. on Monday, November 3, 2014 in the High School Library. Agenda items will include Discuss Change in June 2015 Board Meeting Date, Update on Winter Cheerleading, Discuss Expenditures from Ambassadors to Washington D.C. Activity Account, Board Member Concerns, Approval of Minutes Dated 10/20/14, Review Action on JV Girls Basketball Program, Approval to Hold Junior Prom at Wyocena Community Center, Approval of St. John's Students/Chaperones for Washington D.C. Trip, Approval to Move Remaining Teens in Action Funds into Middle School Activity Account, Approval of Coaches and Approval of Jung Fundraiser.

### Adjournment

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

The meeting was adjourned at 8:50 p.m.

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Lynette Ives, Clerk