

BOARD OF EDUCATION  
PARDEEVILLE AREA SCHOOL DISTRICT  
Pardeeville, WI  
MINUTES  
REGULAR BOARD MEETING  
November 20, 2017

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. Pulver, Mr. Smith, Ms. Walker, and Ms. Pufahl. Natalie Farrington, student representative, was absent. Also present at this meeting were Mr. Knitt, Ms. Kamrath, Mr. Bell, Mr. Hammer, Ms. McElroy, Mr. Krueger, Ms. Clemmons, Mr. Steve Wolters, Ms. Gayle Mack, Mr. Phil Kamrath, Ms. Stacy Henaman, and Tanner Johnson.

Open Forum

There were no open forum items.

Administrative Team Reports

Ms. Kamrath reported on the Elementary School. Family Night was held on 11/2/17 with over 150 people in attendance. The elementary Veterans Program will be held on 11/21/17. Ms. Kamrath conducted mini observations on all summary teachers and all year 1 and year 2 teachers (of Educator Effectiveness) and provided feedback to them. She also met with the summary teachers to discuss their Student Learning Objectives (SLO's) and Professional Practice Goals (PPG's). All elementary teachers completed their SLO's and PPG's and have been approved. Elementary Student Council is holding a toy and clothing drive.

Mr. Bell provided a report on the Middle School. In November Mr. Bell met with middle school science and social studies teams to continue preparing 5<sup>th</sup> grade students for Standards Based grading and reporting next year. On 12/1/17 all middle school students will be attending the movie "Wonder". The 7<sup>th</sup> grade class has been reading the book "Wonder" and other grades have discussed reading the book this year. Two middle school students wrote essays and read them at the Veterans Day program. Thirteen 7<sup>th</sup> grade boys attended the STEM Day for Boys event on 11/10/17. STEM Day for Girls will be held on 2/23/18. An Incentive Day was held on 11/10/17 to treat students that passed all their classes, used their agenda planner appropriately and had no major behavior incidents during first term. Math 24 meets on Monday evenings to practice for their competition in the spring. Lego Club and Art Club have also started meeting after school. A study hall is being provided for a small number of 7<sup>th</sup> and 8<sup>th</sup> grade students during 8<sup>th</sup> hour with two teachers in the room to assist the students. Teachers meet every three weeks to discuss any students that should be moved into or out of the study hall.

Mr. Hammer reported on the High School. Mr. Hammer and Mrs. Seichter interviewed an applicant for the Agriculture Education Intern position for second semester. Mr. Hammer attended the Wisconsin Athletic Directors Conference on November 5 & 6. Pardeeville High School has two students participating the county's FLAG (Future Leaders Active in Government) program. The Veterans Day Program was held on 11/10/17. Mr. Hammer attended the Trailways Conference Principals and AD's meeting on 11/15/17. The Sophomore Class went on a field trip on 11/15/17 to tour three manufacturing businesses. They toured

Seneca Foods and LSC Communications in Baraboo and Penda Corporation in Portage. These trips are a key component of the District's Academic and Career Plan to have our students explore various academic and career opportunities. Mr. Hammer's report to the Board also included summaries of the fall sports—volleyball, cheer, football and cross country.

Ms. McElroy reported on technology in the District. Network engineer projects included: Ms. McElroy worked extensively with Xerox and Corporate Business Systems to replace 3 copiers and moved all 4 copiers to the Xerox service channel. RMM updated our network monitoring. All Windows workstations are up to date with latest security patches. Tech Department network updates included: The eRate wireless upgrade is complete. Ms. McElroy met with Gappa and IBS to get security camera proposals for the new addition. She met with Bear Valley Engineering to start reviewing plans for low voltage systems for the referendum project. Ms. McElroy has spent significant time to identify specific products to spec for the referendum project and place on the drawings to make sure devices will work with systems we have in place such as security cameras, IT closet switches/racks/UPS, paging/bells, phones, wireless AP's and door access control. Ms. McElroy and Ms. Hodgson attended a 2-day PowerSchool User Group training. Ms. Houslet created a tech survey that was sent out to parents to obtain home internet access data. Work was performed on the security camera server to adjust settings to obtain longer retention.

Mr. Krueger gave a report on buildings and grounds/maintenance projects, which included: Winterizing the irrigation well, concession stand and restrooms; aerated ball fields; replaced aging faucets in elementary classrooms; replaced seals on hot water pump for high school boilers; retro fit a salt spreader to our tractor with the snowblower; cut down a few trees, trimmed limbs and pulled out a shrub that were interfering with exterior cameras; performed maintenance on all snow equipment, etc. Everyone took part in completion of 36 work orders.

### Committee Reports

Curriculum Committee – meets on 11/21/17 to discuss youth apprenticeship – Hospitality and Tourism, course proposal for OSHA 10 (independent study), precalculus (trigonometry) textbooks, and at-risk students.

Finance Committee – met on 11/13/17 to discuss property tax comparison by municipality and 2018-19 budget preliminaries.

Personnel Committee – met tonight to review the special educational assistant job description, middle school principal job description, elementary school principal job description, district administrator evaluation, and staff development for certified staff.

Policy Committee – met on 11/13/17. Policies discussed at that meeting are on tonight's agenda for approval of first reading.

Mr. Knitt said he would like to cancel or reschedule the Finance, Policy and Buildings & Grounds committee meetings scheduled for 12/11/17.

### Student Representative Report

Ms. Natalie Farrington, student representative, submitted a report on student activities in the school. FFA members attended the National Convention on October 25-27, are doing their fruit sale, planning for a Youth Ag Summit on December 6 and are practicing for the Parliamentary Procedure event. Student Council members did a Block-the-Door food drive and are doing a Christmas Wishes event and Leadership Retreat. Key Club members raked leaves, did a food drive and are looking at new community service projects and fundraiser ideas. Skills USA is doing a Big Buck Contest. Theatrical Society went to Theatre Fest on November 17. NHS did the Veterans Day assembly. Choir/Band is fundraising and planning for their Florida trip over spring break.

### Construction Update

Mr. Steve Wolters, from Miron Construction, gave an update on the construction planning and the first estimated cost of the building project. He handed out a list of scope modifications that were included in the 10/31/17 budget update and modifications that were not included in the 10/31/17 budget update. The first cost estimate is \$79,273 over budget, however, General Engineering and Miron Construction said this is good at this point and they told the Board it will be very easy to get at or under budget as the design process continues. The current timetable says that final drawings and bid documents will be ready by 2/12/18. Bids will be due on 3/14/18 and the Board will approve construction contracts on 3/26/18. Construction will begin on 4/2/18.

### PowerSchool Software Uses

In response to Mr. Smith's inquiry at the 11/6/17 board meeting, each of the principals reported on how PowerSchool is used in their buildings, the requirements and guidelines for their teachers and communication with parents. Mr. Smith asked what we pay for the PowerSchool program. Ms. McElroy responded that we pay \$10.14 per student per year and that includes all hosting fees.

### Board Member Concerns

Ms. Ives said she had a community member ask about trees that may be affected by the new addition.

Mr. Pulver asked about any grants that might be out there to help pay for equipment for the new fitness room. Mr. Knitt said he would have to check on this and Mr. Hammer said he will check with the phy ed department.

### Approval of Minutes Dated 11/6/17

Ms. Clemmons said she revised the minutes to include that Sarah Hoffman was in attendance at the 11/6/17 meeting. A motion was made by Mr. Pulver to approve the minutes dated 11/6/17 with the revision. The motion was seconded by Ms. Ives. Motion carried 6-0-1. Mr. Smith abstained.

### Approval of Receipts/Expenditures

A motion to approve the receipts/expenditures was made by Ms. Walker. The motion was seconded by Mr. Balsiger. Motion carried 7-0. Checks submitted and approved included #57832-57902, 10848-10857, 011017ACHF, 01103017DD, 57630-57665, 57759-57799, 01AMEX0541-01AMEX0553, 39W0001017, 39W0021017, and 4900001103.

### Approval to Hold Prom at the Wyocena Community Center

Tanner Johnson said the Wyocena Community Center approved allowing the Junior Class to hold prom at their facility on April 14, 2018. In return, students will need to donate time for community service. A motion was made by Ms. Levzow to approve holding prom at the Wyocena Community Center. The motion was seconded by Mr. Pulver. Motion carried 7-0.

### Approval of Support Staff Retirement

Mr. Phil Schultz, maintenance employee, submitted his request for retirement with his last day of work being 1/5/18. A motion was made by Ms. Levzow to approve the retirement request from Mr. Phil Schultz. The motion was seconded by Ms. Ives. Motion carried 7-0.

### Approval of Resignation of Coach

A motion was made by Mr. Smith to approve the 8<sup>th</sup> grade girls' basketball coach resignation from Ms. Stacie Craig. The motion was seconded by Ms. Walker. Motion carried 7-0.

### Approval of Leave of Absence of Co-Curricular Advisor

Ms. Lorrie Fundingsland submitted a request to the board to approve a leave of absence request for her play director position for the remainder of the 2017-2018 school year. A motion was made by Ms. Levzow to approve the leave of absence request from Ms. Lorrie Fundingsland for the 2017-2018 school year. The motion was seconded by Ms. Ives. Motion carried 7-0.

### Approval of Donations

Three donations were presented for approval. The donations were from Karen and Raymond LaValle for the elementary school's veterans' breakfast, a donation from Everbrite for the elementary veterans' breakfast, and a donation from the Harry D. Jerred American Legion Post #215 Auxiliary for the veterans' dinner at the high school. A motion was made by Ms. Ives to approve the three donations. The motion was seconded by Mr. Smith. Motion carried 7-0.

### Approval of First Reading of NEOLA Policies

A motion was made by Ms. Ives to approve first reading of the policies listed as 1-9 on the agenda. The motion was seconded by Ms. Walker. Motion carried 7-0.

### Agenda Items for Next Meeting

The next regular school board meeting will be held at 7:00 p.m. on Monday, December 4, 2017. Agenda items will include: Construction Update, January School Board Meeting Dates, Technology Survey Update, School Report Cards, Board Member Concerns, Approval of Minutes Dated 11/20/17, Approval of Resignation from Certified Staff, Approval of Youth Apprenticeship Course for Hospitality and Tourism for 2018-19, Approval of OSHA 10 Independent Study Course for Second Semester, and Approval of Second Reading of NEOLA Policies.

### Adjournment

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

The meeting adjourned at 8:28 p.m.

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Lynette Ives, Clerk