

SCHOOL BOARD OF EDUCATION MEETING
MONDAY, FEBRUARY 10, 2025
SCHOOL DISTRICT OF PITTSVILLE
OFFICIAL MINUTES OF THE BOARD OF EDUCATION

I. Call to Order

A regular monthly meeting of the Pittsville School Board of Education was held on Monday, February 10, 2025 in the CTE Conference Room. The meeting was called to order by President Lippert at 6:00 p.m.

II. Pledge of Allegiance

III. Establish Quorum

Members present: Rick Winters, Nathan Bowden, MaryAnn Lippert, Chris Zawislan, and Julie Strenn.

Student Representatives present: Emma Bowden

Administration present: Jason Knott, District Administrator; Taylor Varsho, HS Principal; Leslie Anderson, Elementary School Principal; Danielle Wilke, Director of Student Services; Pam Tesch, Director of Business Services.

IV. Approval of Agenda

A. Change of Sequence/Removal of Item(s)

Motion was made by Nathan Bowden, seconded by Chris Zawislan, to approve the February 10, 2025 agenda. Motion carried (5-0).

V. Announcements

- Student Representative Updates: CTE Night, the new Student of the Month, and clubs and winter sports highlights were shared.

VI. Celebrations

- A. High School Teacher Assistant Experience.** PHS Sophomore Olivia Moore shared her experience last semester as a Teacher Assistant for Ms. Van Haren in 4th Grade Social Studies and also being chosen for Young People Continental Congress which will take place in July in Philadelphia.

VII. Consent Agenda Items

A. Meeting Notice Certification

B. Regular Meeting and Closed Session Minutes of January 13, 2025

C. Financial Status (January 2025 Expenses \$873,501.99; Revenues \$1,627,335.41)

D. Retirements/Resignations

- 1) Steven Redmond, Custodian - effective March 28, 2025

E. Hirings

- ~~1) JH Softball Coach, Josh Abel~~

- 2) Custodian, Jeremy Henry

~~**F. Spring Coaching Assignments**~~

Motion was made by Chris Zawislan, seconded by Julie Strenn, to approve the Consent Agenda with the following exception: pull items E(1) JH Softball Coach and F Spring Coaching Assignments for further clarification and placed on the agenda for the next School Board Meeting. Motion carried (5-0).

The Board would like to thank Steven Redmond for his years of service to the district.

VIII. Information Only Item(s)

A. District Administrator Update

- 1) Fitness Center – District is working towards expanding the hours of the fitness center and weight room when school is not in session. There would be a tiered rate depending on desired access with higher rates for 24-7-365 access.
- 2) Town Meetings – Mr. Knott extended an offer to our municipalities to meet to discuss common concerns.
- 3) District Administrative Assistant Hiring Update – Interviews to possibly start the week of February 17th.

- B. PHS ELA Department Presentation.** Ms. Dinkmeyer presented on proposed changes in the high school English program that would focus on filling gaps in foundational reading and writing skills.

- C. Lucy's Garden Update. Mrs. Anderson, Mrs. Garrels, and Mr. Vanatta presented on the progress of the garden, fundraising, and future projects in the garden.
- D. Achievement Gap Reduction (AGR) Report for First Semester. Mrs. Anderson, PES Principal, shared winter 2024-2025 reading and math goal scores.
- E. Legal Counsel Update. Zawislan and Winters volunteered to review proposals for Legal Counsel.
- F. Board Goals
 - 1) PSD Multi-Purpose Education Foundation Committee Update – next meeting February 26 at 5:00 PM.
 - 2) PCCC Committee Update – next meeting March 5 at 5:00 PM
 - 3) Future Board Retreat – next meeting February 19 at 5:00 PM

IX. Discussion/Action

- A. Rates for New Hires - Hourly and Salary Model Plan
 Motion was made by Julie Strenn, seconded by Nathan Bowden, to increase the pay grid for hourly personnel new hires 2.5% for the 2025-2026 school year. Motion carried (5-0).
 Motion was made by Nathan Bowden, seconded by Julie Strenn, to increase the pay grid for salary personnel new hires 2.5% for the 2025-2026 school year. Motion carried (5-0).
- B. January 10, 2025 Pupil Count
 Motion was made by Julie Strenn, seconded by Rick Winters, to approve the count of 538 students in attendance for the January 10, 2025 pupil count. Motion carried (5-0).
- C. Valedictorian / Salutatorian for Class of 2025
 Motion was made by Julie Strenn, seconded by Nathan Bowden, to approve Myles Gray as Valedictorian and Bryn Friday as Salutatorian for the Class of 2025. Motion carried (5-0).
- D. PHS State Academic Excellence Scholarship Recipient - Class of 2025
 Motion was made by Chris Zawislan, seconded by Nathan Bowden, to approve Myles Gray as the PHS State Academic Excellence Scholarship Recipient for the Class of 2025. Motion carried (5-0).
- E. PHS State Technical Excellence Scholarship Recipient - Class of 2025
 Motion was made by Nathan Bowden, seconded by Chris Zawislan, to approve Carter Luepke as the PHS State Technical Excellence Scholarship Recipient for the Class of 2025. Motion carried (5-0).
- F. April 1, 2025 School Board Election
 - 1) Approve Paper Ballots for Town of City Point and Town of Finley
 Motion was made by Julie Strenn, seconded by Rick Winters to approve the paper ballots for the Town of City Point and Town of Finley. Motion carried (5-0).
 - i. Appoint Board of Canvassers (Mark Darr, Karen Garrels, Julie Strenn-Clerk)
 Julie Strenn, Board Clerk, appointed Mark Darr and Karen Garrels to the Board of Canvassers who shall, with the School Board Clerk, constitute the School District Board of Canvassers.
 - 3) Set Date/Time for Board of Canvassers (Wednesday April 2, 2025 at 1:00 pm in the District Office)
- G. Policy Second Reading/Approvals
 - 1) Updates to Policy 840 and 840-Rule: Public Gifts to Schools and Sponsorships
 - 2) New Policy 841: Use of Crowdfunding Websites (Online Fundraising/Solicitations)
 - 3) Updates to Policy 940 and 940-Rule: Naming Facilities
 - 4) Deletion of Policy 841: Acceptance and Administration of Gifts (included in Policy 840)
 Motion was made by Julie Strenn, seconded by Chris Zawislan, to accept the second readings and approve the following: updates to Policy 840 and 840-Rule: Public Gifts to Schools and Sponsorships; new Policy 841: Use of Crowdfunding Websites (Online Fundraising/Solicitations); updates to Policy 940 and 940-Rule: Naming Facilities; and deletion of Policy 841: Acceptance and Administration of Gifts (included in Policy 840). Motion carried (5-0).
- H. First Reading of Policies – all policies moved forward to the March Board meeting for second reading
 - 1) Updates to Policy 221: Recruitment and Hiring of the District Administrator (replaces current 221: Administrative Staff Recruiting/Hiring)
 - 2) New Policy 222: Administrator Contracts
 - 3) New Policy 224: Board-Administrator Roles and Working Relationship
 - 4) New Policy 225: Evaluation of Administrators
 - 5) New Policy 253.2: Employee Handbooks
 - 6) New Policy 253.3: Student Handbooks
 - 7) New Policy 254: Employee Job Descriptions
 - 8) New Policy 260: Temporary Administrative Arrangements
 - 9) Updates to Policy 533: Recruitment and Hiring of District Employees (replaces current 533: Professional Staff Recruiting/Hiring)

10) Deletion of Policy 543 and 543-Rule: Support Staff Recruiting/Hiring (included in 533)

11) Deletion of Policy 533.1-Rule: Professional Staff Hiring (included in 533)

- I. Suspend the July 8, 2024 Adopted Updates to Policy 113, 113-Rule, 113-Exhibit: Nondiscrimination in District Programs, Activities, and Operations that included the 2024 Title regulations and re-adopt the former policies and procedures that reflect the 2020 Title IX regulations

Motion was made by Chris Zawislan, seconded by Nathan Bowden, to suspend the July 8, 2024 adopted updates to Policy 113, 113-Rule, 113-Exhibit: Nondiscrimination in District Programs, Activities, and Operations that included the 2024 Title regulations and re-adopt the former policies and procedures that reflect the 2020 Title IX regulations. Motion carried (5-0).

X. Legislative Updates

- Day at the Capitol - March 12
- Governor’s Budget Address – February 18

XI. Public Comments – No public comments.

XII. Future Agenda Item(s)

- A. Administrative Staff School Year Summary and Goals (March-April)
- B. Updates to Policy 345.4 and 345.4-Rule: Promotion and Retention (4K-8) (March)
- C. Guiding Coalition Presentation - PLC Update (March)
- D. County-Wide Truancy Task-Force (March)
- E. Liquidated Damages (March or April)
- F. Start College Now and Early College Credit Program Applications (March)

XIII. Closed Session: The Board will consider moving into Closed Session as per WI State Statute 19.85(1)(c)

Motion was made by Nathan Bowden, seconded by Chris Zawislan, to move into Closed Session as per WI State Statute 19.85(1)(c) for the purpose of: Personnel-Sick Leave Accumulation, District Administrator Evaluation. Roll Call Vote: MaryAnn Lippert-Yes, Rick Winters-Yes, Chris Zawislan-Yes, Nathan Bowden-Yes, Julie Strenn-Yes. Motion carried.

- A. Personnel – Sick Leave Accumulation
- B. District Administrator Evaluation

XIV. Reconvene into Open Session

Motion was made by Julie Strenn, seconded by Chris Zawislan, to reconvene into Open Session. Motion carried (5-0).

XV. Take Any Action from Closed Session – no action taken

XVI. Adjourn

Motion was made by Chris Zawislan, seconded by Nathan Bowden, to adjourn at 9:23 pm. Motion carried (5-0).

Julie Strenn, School Board Clerk

*Transcribed by Deb Zdun, Administrative Assistant
to the District Administrator and Board of
Education*