

**SCHOOL BOARD OF EDUCATION MEETING**  
**MONDAY, MAY 14, 2012**  
**SCHOOL DISTRICT OF PITTSVILLE**

**OFFICIAL SCHOOL BOARD OF EDUCATION MINUTES**

**I. Call to Order**

A regular monthly meeting of the Pittsville School Board of Education was held on Monday, May 14, 2012. The meeting was called to order by President Strenn at 7:00 p.m. in the Conference Center.

**II. Establish Quorum**

Members present: Jane Wesely, Lisa Schulz, Julie Strenn, MaryAnn Lippert, and Connie Potter. Administration present: Terry Reynolds, District Administrator; Jeff Gast, Finance Director; Dick Koeshall, Director of Buildings and Grounds.

**III. Meeting Notice Certification**

Meeting notice was posted on the doors at the Elementary School, High School, and Administration area and meeting notice was sent to the official newspaper, the *Wisconsin Rapids Daily Tribune* and also to the *Marshfield News Herald* and the *Pittsville Record*.

**IV. Approval of Agenda**

Motion was made by Jane Wesely, seconded by Lisa Schulz, to approve the agenda for the May 14, 2012 meeting of the Pittsville School Board of Education. Motion carried.

**V. Public Comments - no public comments.**

**VI. Reorganization of the Board of Education**

**A. Election of President**

Motion was made by MaryAnn Lippert, seconded by Jane Wesely, to nominate Julie Strenn as President. Motion carried. No other nominations. Julie Strenn was declared President.

**B. Election of Vice President**

Motion was made by Lisa Schulz, seconded by Jane Wesely, to nominate MaryAnn Lippert as Vice President. Motion carried. No other nominations. MaryAnn Lippert was declared Vice President.

**C. Election of Clerk**

Motion was made by Jane Wesely, seconded by MaryAnn Lippert, to nominate Connie Potter as Clerk. Motion carried. No other nominations. Connie Potter was declared Clerk.

**D. Election of Treasurer**

Motion was made by Lisa Schulz, seconded by Connie Potter, to nominate Jane Wesely as Treasurer. Motion carried. No other nominations Jane Wesely was declared Treasurer. Lisa Schulz is the member-at-large.

**E. Designation of Depository**

Motion was made by Jane Wesely, seconded by Lisa Schulz, to designate the Associated Bank as the official bank and to allow for investments at other financial institutions where rates of return may be greater than at our official bank. Motion carried.

**F. Designation of Official Newspaper**

Motion was made by Connie Potter, seconded by Jane Wesely, to designate the Wisconsin Rapids Daily Tribune as the official Newspaper. Motion carried.

**G. Appoint WASB Representative**

Motion was made by Jane Wesely, seconded by Connie Potter, to approve MaryAnn Lippert as the WASB Representative. Motion carried.

**H. Appoint CESA 5 Representative**

Motion was made by Jane Wesely, seconded by Connie Potter, to approve Lisa Schulz as the CESA 5 Representative. Motion carried.

**I. Establish Days and Times of School Board Meeting**

Motion was made by Lisa Schulz, seconded by Connie Potter, to set the days and times of the School Board Meetings as the second Monday of the month at 7:00 p.m. with the exception of changing the meeting to a day other than a Monday when deemed necessary. Motion carried.

**VII. Strategic Planning Committee Update - Communication Action Plan Team**

Cindy Schooley provided a brief update on the progress with this Action Plan. School/class brochures are in the process of being created and an Open House in September is being planned.

**VIII. Consent Agenda Items**

- A. Minutes of the Regular Meeting of April 9, 2012
- B. Minutes of the Special Meeting of April 21, 2012
- C. General Fund Invoices
- D. First Reading Personnel Policy 523.6: Staff Protection
- E. Approve Donations
- F. Approve Early Admission to 4K Request
- G. Approve Open Enrollment Applications for 2012-2013
- H. Principal Job Description Update

Motion was made by MaryAnn Lippert, seconded by Lisa Schulz, to approve the consent agenda items. Motion carried.

**IX. Financial**

**A. Financial Status of the District**

A handout of the financial status of the District was presented and discussed with the Board.

**B. Approve End of the Year Projects and Expenditures**

Motion was made by Jane Wesely, seconded by Lisa Schulz to approve the end of the year projects and expenditures as presented. Motion carried.

**C. Approve Bussing Contract with Hahn Transportation**

Hahn Transportation bussing contract terms were discussed. Final approval of the contract will be made at the June meeting. This will include elimination of one route for the 2012-13 school year.

**X. Principal Reports**

**A. WKCE Testing Results**

John Olig and JoAnn Sondelski provided information to the Board regarding WKCE test scores from the fall of 2011. Proficiency levels for grades 3-8 and 10 were addressed, including discussion on how the data is being used to plan for addressing areas for improvement.

**XI. District Administrator Report**

**A. Health Coordinator/Administrative Assistant Position Update**

The Board was updated on the Health Coordinator/Administrative Assistant position. The position is being advertised in two Sunday editions of area newspapers. Application deadline is June 1. The position will be replaced in time for the beginning of the 2012-13 school year.

**B. Sunday Facility Use Policy Discussion**

The Board reviewed and discussed a rough draft of a new Sunday Use of facility policy. Mr. Reynolds was directed to address suggested changes and submit to the Board for possible first reading in June.

**XII. The Board will move into Closed Session pursuant to Wisconsin State Statute 19.85(1)(c)**

Motion was made by Connie Potter, seconded by MaryAnn Lippert, to move into Closed Session as per Wisconsin State Statute. President Julie Strenn directed the Clerk to take a roll call vote:

Jane Wesely	Yes	Lisa Schulz	Yes	MaryAnn Lippert	Yes
Connie Potter	Yes	Julie Strenn	Yes		

Purpose: 1) Personnel Matters - 19.85(1)(c)  
2) Ratification of Base Salary Proposal for PEA for 2012-13 - 19.85(1)(c)  
3) Administrative Negotiations - 19.85(1)(c)

**XIII. Move out of Closed Session**

Motion was made by MaryAnn Lippert, seconded by Lisa Schulz, to move out of closed session. Motion carried.

**XVI. Act upon Closed Sessions**

Motion was made by Jane Wesely, seconded by MaryAnn Lippert, to approve 2% base salary agreements with the PEA staff and Administration for 2012-2013. Motion carried.

**XV. Adjourn**

Motion was made by Lisa Schulz, seconded by Connie Potter, to adjourn at 10:05 p.m. Motion carried.

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*Connie Potter, Clerk*