

**SCHOOL BOARD OF EDUCATION MEETING**  
**MONDAY, MARCH 11, 2019**  
**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, March 11, 2019 at 7:00 pm in the High School LMC. The meeting was called to order by President Hoogesteger.

**II. Pledge of Allegiance**

**III. Establish Quorum**

Members present: Robert Wolff, Mandy Hoogesteger, Connie Potter, Melissa Marti, and Jane Wesely. Administration present: Rodney Figueroa, Superintendent; Heather Friday, Elementary Principal; Pam Tesch, Business Services; Matthew Sherwood, Director of Special Education, Tabitha Becker, Director of Child Care; Chris Nepper, Technologies Director; Dan Giles, Director of Buildings and Grounds.

**IV. 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 *Pittsville Record*.

**V. Approval of Agenda**

A. Change of Sequence/Removal of Items

Motion was made by Melissa Marti, seconded by Connie Potter, to remove Item E(1) PCCC Employee Handbook and approve the amended agenda for the March 11, 2019 meeting of the Pittsville School Board of Education. Motion carried (5-0).

**VI. Academic Spotlight – High School**

Mrs. Lindsay Meissner (Agriculture Instructor) presented information on School Based Agricultural Education including Supervised Agricultural Experience (SAE). Tyler Gardner is a senior in the School Based Learning Program and shared information on his hands-on work experience and the skills he is learning.

**VII. CTE Facilities Presentations**

Request for Qualifications for Design and Construction Management Services were presented by Keller Inc., UNESCO, and Performance Services.

Motion was made by Bob Wolff, seconded by Connie Potter, to invite Keller Inc. and Performance Services to return for the April 8, 2019 School Board Meeting with a Request for Proposals. Motion carried (5-0).

**VIII. Consent Agenda Items**

A. Minutes of the Regular Meeting on February 11, 2019

B. Financial Status

C. Resignations/Retirements

1) Food Service Cook – Rose Nelson

D. Early Graduation – Mercede Lauterbach

Motion was made by Melissa Marti, seconded by Bob Wolff, to approve the Consent Agenda as presented. Motion carried (5-0). *The Board would like to thank Rose Nelson for her years of service to the district.*

**IX. Discussion/Action****A. Administrative Reports**

- 1) High School: Staff collaborations, congratulations to Mrs. Alyssa Anderson on receiving the Wisconsin Association of Family and Consumer Science New Achiever award. Emily Krystowiak and Stephen Hadfield presented at the Wisconsin Technical Education Conference.
- 2) Elementary School: Teacher professional development, 4<sup>th</sup> grade participation in NAEP, Read Across America Week, Reading Rocks, PTO's Knowledge Quest raised \$4,808 for flexible seating and innovative teaching tools, and 2019-2020 scheduling.
- 3) Technology Updates: State testing, Chromebook purchases, computer labs, and webpage ADA compliance.
- 4) Maintenance Report: Personnel, trainings, inspections, projects.
- 5) Director of Special Education: Indicator 8 Family Engagement Survey, CESA 5 Contract-School Psychologist.
- 6) Director of Child Care: Announced Licensing visit, Peek-A-Boo baby shower, Summer/Fall full-day child care enrollment.

Motion was made by Jane Wesely, seconded by Connie Potter, to approve the March Administrative Reports. Motion carried (5-0).

Congratulations to PHS Junior Jon Bannerman who has enlisted in the United States Army National Guard. Jon will be attending basic training this summer and his advanced individual training after graduation in 2020.

**B. 2020-2021 School Calendar**

Motion was made by Melissa Marti, seconded by Jane Wesely, to approve the 2020-2021 School Calendar. Motion carried (5-0).

**C. CESA 5 Contract for 2019-2020**

Motion was made by Jane Wesely, seconded by Connie Potter, to approve the 2019-2020 CESA 5 Contract for a total of \$96,442.47. Motion carried.

**D. Employee Handbook Change**

Motion was made by Melissa Marti, seconded by Connie Potter, to approve the update on page 67 (Section 7.01) for the Pittsville School District Employee Handbook. Motion carried (5-0).

**E. Pittsville Child Care Center**

## 1) PCCC Parent Handbook Updates

Motion was made by Connie Potter, seconded by Jane Wesely, to approve changes to the PCCC Parent Handbook as presented. Motion carried (5-0).

## 2) PCCC Rate Sheet

Motion was made by Bob Wolff, seconded by Jane Wesely, to approve the PCCC Rate Sheet updates as presented. Motion carried (5-0).

**F. Preliminary Notice of Lay Off**

Motion was made by Melissa Marti, seconded by Connie Potter, to issue a Preliminary Notice of Lay Off to Eric Hahn effective at the end of the 2018-2019 contract year for budgetary and staff reduction reasons. Motion carried (5-0).

**G. Second Reading and Approval of Updates to Policy 343.4 Notice of Educational Options****H. Second Reading and Approval of Updates to Policy 343.46 Early College Credit Program****I. Second Reading and Approval of Updates to Policy 823 Rule Access to Public Records**

Motion was made by Bob Wolff, seconded by Melissa Marti, to accept the second reading and approve updates to Policies 343.4 (Notice of Educational Options), 343.46 (Early College Credit Program), and 823 Rule (Access to Public Records). Motion carried (5-0).

**J. First Reading of Updates to Policy 823 Exhibit Access to Public Records - Moved forward for second reading at the April School Board Meeting.**

K. Strategic Planning Update

Mr. Figueroa reviewed information gathered from the Strategic Planning listening sessions including the School Board’s focus on “Kids First,” developing an updated vision and mission, deepening community relationships and partnerships, and focusing on what our students need in order to be successful outside of the school environment.

L. Staff Appreciation

The Board of Education will recognize staff with a gift during Educator Appreciation Week.

X. **Legislative Report** – Mr. Wolff updated the Board on the Governor’s budget proposal and how it may impact our district.

XI. **Public Comments** – no public comments.

XII. **Adjourn**

Motion was made by Melissa Marti, seconded by Connie Potter, to adjourn at 9:32 p.m. Motion carried (5-0).

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*Jane Wesely, Board Clerk*

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