

**SCHOOL BOARD OF EDUCATION MEETING**  
**MONDAY, APRIL 8, 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, April 8, 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; Dr. Cynthia Porter, High School Principal; Heather Friday, Elementary Principal; Matthew Sherwood, Director of Special Education, Tabitha Becker, Director of Child Care; Chris Nepper, Technologies Director; Pam Tesch, Business Services; 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 move Item XI. E Health Insurance for 2019-2020 and XI. H. Health Saving Account after Item VII. Consent Agenda Items; and approve the amended agenda for the April 8, 2019 meeting of the Pittsville School Board of Education. Motion carried (5-0).

**VI. Academic Spotlight – Elementary School**

Mrs. Neihaus, Ms. Blaser, and Mr. Hahn along with third grade students Phoenix and Connor shared information on how they prepared for the Forward Exam using the “RACE” test taking strategy.

**VII. Consent Agenda Items**

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

B. Financial Status

C. Early Graduation(s) for 2019-2020 SY (Renea Ellis-Scheel, Devon Otto, Alexi Schiller, Cammie Reno, Mikayla Bowden, Emma Peterson)

D. Resignations/Retirements

1) Volleyball C-Team Coach – Zoe Hale

2) Girls’ Basketball Head Coach – Ron Klein

3) High School English Teacher, HS Drama, HS Forensics – Sarah Freedlund

*Dr. Porter shared a statement in regard to Sarah Freedlund and thanked her for her dedication to students and that it is appreciated how hard she works, putting 100% of herself into everything she does.*

Motion was made by Jane Wesely, seconded by Connie Potter, to approve the Consent Agenda as presented. Motion carried (5-0).

*The Board would like to thank Sarah Freedlund for her years of service and dedication to the student of the district. The Board would like to thank Zoe Hale and Ron Klein for their time and dedication coaching the students of the district.*

**VIII. Discussion/Action**

A. Health Insurance for 2019-2020

Motion was made by Jane Wesely, seconded by Bob Wolff, to approve switching to Wisconsin Counties Association (WCA) as the district Health Insurance provider for 2019-2020. Motion carried (5-0).

Motion was made by Melissa Marti, seconded by Jane Wesely, to set the employee health insurance premium rate at 12.6% for 2019-2020. Motion carried. (5-0).

**B. Health Savings Account**

Motion was made by Jane Wesely, seconded by Melissa Marti, to approve funding the Health Savings Account (HSA) for employees at the same rate as last year for the 2019-2020 school year at \$1,000 single and \$2,000 family. Motion carried (5-0).

Motion was made by Jane Wesely, seconded by Melissa Marti, to approve prorating the dollar amount added to current employees' Health Savings Account based on the number of months remaining in the fiscal year when the employee has a qualifying event and takes health insurance for the first time to begin July 1, 2019. Motion carried (5-0).

Motion was made by Bob Wolff, seconded by Connie Potter, to approve prorating the dollar amount added to a current employee's Health Savings Account based on the number of months remaining in the fiscal year when the employee has a qualifying event and changes from single to family to begin July 1, 2019. Motion carried (5-0).

Motion was made by Jane Wesely, seconded by Melissa Marti, to approve the employer contribution to the Health Savings Account of a new employee to be fully funded up to the first academic quarter. Open positions filled between first quarter and third quarter will be funded 50% and new hires after third quarter will be prorated. Motion carried (5-0).

**C. Administrative Reports**

- 1) High School: Information on staff collaborations, Peer Mentor Grant partnership with Tomorrow River School District, Farm Tech Grant, and Crystal Apple recognition dinner were shared.
- 2) Elementary School: Portfolio Night, Lucy Calkins Summer Institute, Empty Bowls/STEM night/Learning Fair/Art Show, and PTO productions were shared.
- 3) Technology Updates: State testing, SMARTboard replacement, and Network Security Assessment.
- 4) Maintenance Report: Personnel, trainings, inspections, progress of projects.
- 5) Director of Special Education: Dynamic Learning Maps, DPI Self-Assessment, 2019-2020 Child Development Day screener.
- 6) Director of Child Care: Peek-A-Boo baby shower, Summer/Fall full-day child care enrollment, interviewing for full-time/part-time employees.

Motion was made by Melissa Marti, seconded by Connie Potter, to approve the April Administrative Reports. Motion carried (5-0).

**D. April 2, 2019 Election Results**

- 1) Certification of Election/Oath of Office  
Re-elected Board Members Jane Wesely and Bob Wolff recited the Oath of Office and signed the oath and the Certificate of Election.
- 2) Appoint School Board CESA 5 Representative for Annual Convention  
Connie Potter was appoint CESA 5 Representative.

**E. Pittsville Child Care Center**

- 1) PCCC Employee Handbook  
Motion was made by Connie Potter, seconded by Melissa Marti, to approve changes to the PCCC Employee Handbook with revisions to page 9 (Change to the Parent Handbook/Policies) to reflect school authority to change policy as needed. Motion carried (5-0).

**F. Second Reading/Approval of Updates to Policy 823 Exhibit Access to Public Records**

Motion was made by Bob Wolff, seconded by Connie Potter, to accept the second reading and approve updates to policy 823 Exhibit Access to Public Records. Motion carried (5-0).

**G. Dental Insurance**

Motion was made by Melissa Marti, seconded by Connie Potter, to approve the continuation with Delta Dental at a rate increase of 2.5% for 2019-2020 and to not join the \_\_\_\_\_ Co-op's dental program at this time. Motion carried (5-0).

**H. Life Insurance**

Motion was made by Connie Potter, seconded by Melissa Marti, to remain with the current Life Insurance provider with no increase to premium for 2019-2020. Motion carried (5-0).

- I. Notice of Possible Non-Renewal  
Due to attrition, the Board will not be issuing a Notice of Non-Renewal to Eric Hahn.
- J. CTE Facilities Update
  - 1) Set Special School Board Meeting for May 7, 2019  
Motion was made by Jane Wesely, seconded by Melissa Marti, to set a Special School Board Meeting for May 7, 2019 at 6:30 p.m. in the HS LMC to hold closed session presentations and interviews for CTE Facilities project. Motion carried (5-0).

**IX. Legislative Report** – Mr. Wolff and Mr. Figueroa updated the Board on open enrollment vs voucher program, Blue Ribbon Commission, and upcoming meetings with Representative Vander Meer and Senator Testin to discuss transportation and voucher funding.

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

**XI. Convene into Closed Session** – Motion was made by Jane Wesely, seconded by Connie Potter, to move into Closed Session as per Wisconsin State Statute 19.85(1)(c)(f) for the purpose of: A) Teacher Contracts, B) Administrative Contracts/Work Agreements, C) Support Staff Wage Increase. President Hoogesteger directed the Clerk to take a Roll Call Vote: Jane Wesely-Yes, Mandy Hoogesteger-Yes, Bob Wolff-Yes, Connie Potter-Yes, Melissa Marti-Yes. Motion carried (5-0).

**XII. Reconvene into Open Session**

Motion was made by Melissa Marti, seconded by Bob Wolff, to reconvene into Open Session. Motion carried (5-0).

**XIII. Take any Action from Closed Session**

- A. Motion was made by Melissa Marti, seconded by Connie Potter, to add Eric Hahn to the listing of Teacher Contracts to be approved for 2019-2020 school year. Motion carried (5-0).  
Motion was made by Melissa Marti, seconded by Connie Potter, to approve teacher contract increases as defined by the teacher salary schedule for 2019-2020 school year. Motion carried (5-0).
- B. Motion was made by Jane Wesely, seconded by Bob Wolff, to approve a 2.0151% wage increase to Administrative Contracts and Work Agreements for the 2019-2020 school year. Motion carried (5-0).
- C. Motion was made by Connie Potter, seconded by Jane Wesely, to approve a 2.0151% hourly support staff wage increase for the 2019-2020 school year. Motion carried (5-0).

**XIV. Adjourn**

Motion was made by Melissa Marti, seconded by Connie Potter, to adjourn at 9:51 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*