

# SCHOOL BOARD OF EDUCATION MEETING

MONDAY, JUNE 14, 2021

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, June 14, 2021 in the Auditorium. The meeting was called to order by President Hoogesteger at 7:00 p.m. Mr. Figueroa requested a moment of silence in remembrance of Robert Wolff.

### II. Pledge of Allegiance

### III. Establish Quorum

Members present: Mandy Hoogesteger, Nathan Bowden, Jane Wesely, with Julie Strenn absent. Administration present: Rodney Figueroa, District Administrator; Heather Friday, Elementary Principal; Matthew Sherwood, Director of Special Education; Pam Tesch, Business Services; Tabitha Becker, Director of Child Care; Chris Nepper, Computer Technologies; Mike Seymour, Computer Technologies.

### IV. Meeting Notice Certification

Meeting notice was posted on the District's website, on the outside entrance doors to the administration area, and sent to the *Pittsville Record*.

### V. Approval of Agenda

#### A. Change of Sequence/Removal of Items

Motion was made by Jane Wesely, seconded by Nathan Bowden, to approve the agenda for the June 14, 2021 meeting of the Pittsville School Board of Education with the following changes: Item X(A)(5) Director of Child Care Administrative Report and X(C)(3) PCCC Employee Handbook moved to the beginning of Item X. Discussion/Action. Motion carried (3-0).

### VI. Academic Spotlight – Elementary School. Ms. VanHaren's 4<sup>th</sup> grade students presented "Pittsville Elementary School Land Acknowledgment."

### VII. Consent Agenda Items

- A. Regular Meeting Minutes of May 10, 2021
- B. Closed Session Minutes of May 10, 2021
- C. Financial Status (Expenses: \$516,184.76; Revenues: \$692,687.28)
- D. Hirings
  - 1) K-12 Art Teacher – Maria Landgraf
  - 2) 6-8 Science Teacher – no recommendation
- E. Retirement(s) and Resignation(s)
  - 1) Emily Marino, PCCC Non-Lead Teacher
  - 2) Patty Leigh, Part-Time Instructional Aide
  - 3) Diane Fox, Food Service Cook

Motion was made by Nathan Bowden, seconded by Jane Wesely, to approve the Consent Agenda as presented. Motion carried (3 -0).

### X. Discussion/Action

#### A. Administrative Reports

- 1) High School – 2021 graduation ceremony, congratulations to Mr. Bertino and Ms. Schirger on their Spring Concert.
- 2) Elementary School – Summer School updates, 2020-2021 test data.
- 3) Technology – Paging system and security camera installation has begun in the CTE facility.
- 4) Maintenance Report – Trainings, inspections, progress on projects, and purchase recommendations of a new lawn tractor and new van.
- 5) Director of Special Education - Updates on the Indicator 14 and Indicator 7 surveys.

- 6) Director of Child Care – Infant, toddler, pre-school, and school age learning activities.  
Motion was made by Nathan Bowden, seconded by Jane Wesely, to approve the Administrative Reports as presented. Motion carried (3-0).
- B. COVID-19 Update  
Motion was made by Nathan Bowden, seconded by Jane Wesely, to approve face coverings as optional for all parts of the district except during times of school and athletic transportation; unless a significant change warrants returning to face coverings. The School Board will revisit monthly. Motion carried (3-0).
- C. CTE Project Update – Projects are on schedule. The modulating boiler was placed in our HVAC room above the Varsity Gym. The primary wing roof project has started and interior footings have been poured.
- D. Handbook Updates for 2021-2022
  - 1) Employee Handbook  
Motion was made by Jane Wesely, seconded by Nathan Bowden, to approve updates made to the Employee Handbook as recommended. Motion carried (3-0).
  - 2) Elementary School Student Handbook  
Motion was made by Nathan Bowden, seconded by Jane Wesely, to approve updates to the Elementary School Student Handbook as presented. Motion carried (3-0).
  - 3) PCCC Employee Handbook  
Motion was made by Jane Wesely, seconded by Nathan Bowden, to approve updates to the PCCC Employee Handbook as presented. Motion carried (3-0).
  - 4) Athletic Handbook  
Motion was made by Nathan Bowden, seconded by Jane Wesely, to approve updates to the Athletic Handbook as presented. Motion carried (3-0).
- E. Property/Liability/Workers Compensation Insurance  
Motion was made by Jane Wesely, seconded by Nathan Bowden, to approve renewal of Property/Liability/Workers Compensation through The Insurance Center for 2021-2022. Motion carried (3-0).
- F. Fund 46 – Allow Fund Up to an Additional \$100,000 for School Year 2020-2021  
Motion was made by Nathan Bowden, seconded by Jane Wesely, to approve adding additional funds of \$100,000 to Fund 46. Motion carried (3-0).
- G. First Reading of New Policy 532.42 and 532.42-Rule: Uniformed Service Leave and Other Rights of Servicemembers - Moved forward to July Board Meeting for second reading.
- H. Set Date/Time/Location for Annual Meeting and Budget Hearing  
Motion was made by Jane Wesely, seconded by Nathan Bowden, to approve Thursday, October 28, 2021 at 7:00 p.m. as the date/time for the Annual Meeting and Budget Hearing. Motion carried (3-0).
- I. WIAA Membership Renewal for 2021-2022 School Year  
Motion was made by Nathan Bowden, seconded by Jane Wesely, to approve the WIAA Membership renewal with no membership fees/dues for 2021-2022. Motion carried (3-0).
- J. Motion to Direct the Implementation of Procedures to Fill School Board Vacancy  
Motion was made by Jane Wesely, seconded by Nathan Bowden, to grant the Superintendent the authority to post for and implement procedures to fill the School Board vacancy formerly held by Robert Wolff. Motion carried (3-0).
- K. CESA Board of Education Approval for Sale of Real Estate  
Motion was made by Nathan Bowden seconded by Jane Wesely, to approve the sale of property located at 6471 Cameron Avenue, Vesper, WI 54489 by Cooperative Education Service Agency 5. Motion carried (3-0).
- L. Budget Revisions for 2020-2021 School Year  
Motion was mad by Jane Wesely, seconded by Nathan Bowden, to approve revisions to the 2020-2021 budget as presented. Motion carried (3-0).
- M. Approve Purchase of School Van  
Motion was made by Jane Wesely, seconded by Nathan Bowden, to approve the purchase of a 2021 AWD Toyota Sienna Van for \$34,206 and sell the older GMC van used by the kitchen. Motion carried (3-0).
- N. Approve Purchase of Replacement Maintenance Equipment  
Motion was made by Jane Wesely, seconded by Nathan Bowden, to approve the purchase of a Ventrac 72” Mower with snow blower, broom, and blade attachments to replace the current 9 year old zero turn mower as presented. Motion carried (3-0).

O. Approve Resurface of Track and Pole Vault Pit

Motion was made by Jane Wesely, seconded by Nathan Bowden, to approve the resurface of the track and pole vault pit. Motion carried (3-0).

P. Emergency Paid Sick Leave – Voluntary Extension to June 30, 2021

Motion was made by Jane Wesely, seconded by Nathan Bowden, to terminate the Emergency Paid Sick Leave as of June 30, 2021. Motion carried (3-0).

Q. Preliminary Budget for 2021-2022 School Year

Motion was made by Nathan Bowden, seconded by Jane Wesely, to approve the Preliminary Budget for the 2021-2022 school year. Motion carried (3-0).

**IX. Legislative Report** – Superintendent Figueroa shared updates on the state budget process which has currently moved from the Joint Finance Committee to the Senate and Assembly.

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

**XI. Convene into Closed Session as per WI State Statute 19.85(1)(c)**

Motion was made by Nathan Bowden, seconded by Jane Wesely, to move into Closed Session as per WI State Statute 19.85(1)(f) for the purpose of: A. Personnel Discussion. President Hoogesteger directed the Treasurer to take a roll call vote: Mandy Hoogesteger-Yes, Nathan Bowden-Yes, Jane Wesely-Yes, and Julie Strenn-Absent. Motion carried (3-0).

**XII. Reconvene into Open Session**

Motion was made by Nathan Bowden, seconded by Jane Wesely, to reconvene into Open Session. Motion carried (3-0).

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

Motion was made by Jane Wesely, seconded by Nathan Bowden, to increase the Activity Director’s pay \$1,500.00 to an annual pay of \$7,500.00. Motion carried (3-0).

Motion was made by Nathan Bowden, seconded by Jane Wesely, to approve financially recognizing applicants with like or similar experience when hiring hourly employees. Motion carried (3-0).

**XIV. Adjourn**

Motion was made Nathan Bowden, seconded by Jane Wesely, to adjourn at 9:24 p.m. Motion carried (3-0).

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*Jane Wesely, School Board Treasurer (in absence of Clerk)*

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