

MINUTES of the SCHOOL DISTRICT OF HARTFORD JT. 1 – November 28, 2023

The regular meeting of the School District of Hartford Jt. 1 Board of Education was called to order by President Greg Erickson at 6:04 PM on Tuesday, November 28, 2023 at the District Administration Building.

Roll Call – Ed Behnke, Greg Erickson, Don Pridemore, Louise Schrunk and Erin Wilk were present. Also present were Dr. Tara Villalobos, administrators, supervisors and sixteen guests.

The Pledge of Allegiance was recited and led by Central students.

Approval of Agenda: Erickson verified the posting of the regular meeting according to all governing laws. Schrunk moved Wilk seconded to approve the agenda with moving the Rossman PTO donation presentation first. Vote. All yes. Motion carried.

Rossman PTO representatives presented a donation of \$1135 for the Rossman music program.

Presentation of Student Excellence: Central students shared information about AV Club.

Citizen's Delegation to Be Heard: None.

INFORMATIONAL

- 1) A consultant has been hired with ESSER III funds to partner in implementing Professional Learning Communities at Central.
- 2) An Eagle Scout is working on a buddy bench donation to Lincoln.
- 3) Board updates included:
 - i. A Board development tool will be sent to Board members to complete as a self-assessment.
 - ii. The School Board elections will be held on Tuesday, April 2, 2024. There will be two vacant three-year terms (Greg Erickson & Ed Behnke).
 - iii. Board members have the right to refuse their salary but must do so in writing.
 - iv. The State Education Convention is in January and Louise Schrunk is the WASB Delegate.
- 4) District updates included:
 - i. Policy technical updates were shared with the Board.
 - ii. Policy administrative guidelines were shared with the Board.
 - iii. The Library Director position has been filled to meet requirements for library services.
- 5) The Boys & Girls Club is applying for a 21st Century Community Learning Centers Program Grant as a partnership with the district.

DISCUSSION

- 1) A Spotlight on Learning included elementary teachers presenting information on Benchmark Phonics.
- 2) Forward Exam data and the State Report Card for schools and district was shared with the Board.

Schrunk moved Behnke seconded to move into closed session per Wis. Stat. §19.85(1)(c)(e) for the purpose of approval of the October 24 closed session minutes, and discussion and potential action for individual administrators' compensation. Roll call vote: Behnke-aye, Pridemore-aye, Erickson-aye, Wilk-aye, Schrunk-aye (5-0). Motion carried.

The Board reconvened in open session.

ACTION

- 1) Wilk moved Behnke seconded to approve the Rossman PTO donation of \$1135 for the purchase of choirchimes. Roll call vote: Behnke-aye, Pridemore-aye, Erickson-aye, Wilk-aye, Schrunk-aye (5-0). Motion carried.
- 2) Behnke moved Wilk seconded to approve the policies 0164 Meetings; 0164.1 Regular Meetings; 0164.2 Special Meetings; 0165.2 Change of Regular Meetings; 1400 Job Descriptions; 1400.01 District Administrator Job Description; 5505 Academic Honesty; 6236 Community Services Fund (Fund 80); 7250.01 Memorials for Staff & Students; 7440.02 Smart Monitoring Equipment; 7540.08 Artificial Intelligence; 8700 Nursing Mothers. Vote. All yes. Motion carried.

- 3) Wilk moved Behnke seconded to approve policies 0142.1 Electoral Process; 0143.1 Public Expression of Board Members; 0144.3 Conflict of Interest; 0164.2 Special Meetings; 0165.2 Change of Regular Meetings; 1260 Incapacity of District Administrator; 1410 Administrative Staff Employment (Hiring or Transfer); 1421 Criminal History Record Check and Employee Self-Reporting Requirement; 1422 Nondiscrimination and Equal Employment Opportunity; 1623 Section 504/ADA Prohibition Against Disability Discrimination in Employment 1630.01 Family & Medical leave of Absence (FMLA); 1662 Employee Anti-Harassment; 2260 Nondiscrimination and Access to Equal Educational Opportunity; 2260.01 Section 504/ADA Prohibition Against Disability Discrimination in Employment; 2266 Nondiscrimination on the Basis of Sex in Education Programs or Activities; 2340 District-Sponsored Trips; 2430 District-Sponsored Clubs and Activities; 2451 Program or Curriculum Modifications; 2521 Selection of Instructional Materials and Equipment; 3120.01 Job Descriptions; 3120.05 Hiring of Instructional Staff for Summer School; 3120.07 Employment of Consultant Services; 3121 Criminal History Record Check and Employee Self-Reporting Requirements; 3122 Nondiscrimination and Equal Employment Opportunity; 3123 Section 504/ADA Prohibition Against Disability Discrimination in Employment; 3139 Staff Discipline; 3362 Employee Anti-Harassment; 4121 Criminal History Record Check and Employee Self-Reporting Requirement; 4122 Nondiscrimination and Equal Employment Opportunity; 4123 Section 504/ADA Prohibition Against Disability Discrimination in Employment; 4139 Staff Discipline; 4362 Employee Anti-Harassment; 4430.05 Nursing Mothers; 5200 Attendance; 5215 Missing and Absent Children; 5330 Administration of Medication/Emergency Care; 5350 Suicide Prevention, Intervention, and Postvention; 5517 Student Anti-Harassment; 5530 Alcohol/Drug Prevention; 6151 Returned Checks/Outstanding-Stale Checks; 6610 Non District-Sponsored Student Activity Accounts; 6611 District-Sponsored Student Activity Funds; 6620.01 Cash in School Buildings; 6630 Cash Handling and Deposits; 7440.01 Video Surveillance and Electronic Monitoring; 8120 Volunteers; 8146 Notification of Educational Options; 8420 School Safety; 8500 Food Services; 8531 Free and Reduced-Price Meals; 8913 Section 504/ADA Prohibition Against Disability Discrimination in Employment; 9210 Parent Organizations; 9211 District-Support Organizations. Vote. All yes. Motion carried.
- 4) Schrunk moved Wilk seconded to approve the Washington County Birth to 3 Program Interagency Agreement. Vote. All yes. Motion carried.
- 5) Behnke moved Pridemore seconded approve the Head Start Interagency Agreement. Vote. All yes. Motion carried.
- 6) Schrunk moved Wilk seconded to approve a contract for nursing services & medical advisor from ProHealth Medical Group, Inc. Roll call vote: Pridemore-aye, Wilk-aye, Erickson-aye, Behnke-aye, Schrunk-aye (5-0). Motion carried.
- 7) Wilk moved Behnke seconded to approve a 3-year contract (2024-2027) with Jostens for the Central Middle School yearbook. Roll call vote: Erickson-aye, Pridemore-aye, Behnke-aye, Wilk-aye, Schrunk-aye (5-0). Motion carried.
- 8) Wilk moved Behnke seconded to approve a student engagement survey at a cost not to exceed \$10,000. Roll call vote: Wilk-aye, Pridemore-aye, Behnke-aye, Erickson-aye, Schrunk-aye (5-0). Motion carried.
- 9) Pridemore moved Wilk seconded to approve the substitute teacher evaluations. Vote. All yes. Motion carried.
- 10) Wilk moved Behnke seconded to approve the curriculum review cycle. Vote. All yes. Motion carried.
- 11) Pridemore moved Behnke seconded to approve the professional teacher merit compensation for the 2023-24 school year. Roll call vote: Erickson-aye, Behnke-aye, Pridemore-aye, Wilk-aye, Schrunk-aye (5-0). Motion carried.
- 12) Wilk moved Schrunk seconded to approve the support staff compensation for the 2023-24 school year. Roll call vote: Wilk-aye, Schrunk-aye, Behnke-aye, Pridemore-aye, Erickson-aye (5-0). Motion carried.
- 13) Schrunk moved Behnke seconded to approve the administrator compensation as reflected in Exhibit A for the 2023-24 school year. Roll call vote: Behnke-aye, Erickson-aye, Pridemore-aye, Wilk-aye, Schrunk-aye (5-0). Motion carried.
- 14) Pridemore moved Wilk seconded to approve the recommendation of the administrative position vacancy interview committee (Mr. Majerus, Dr. Bui, Dr. Villalobos). Vote. All yes. Motion carried.

- 15) Wilk moved Pridemore seconded to authorize the job posting for summer work crew. Vote. All yes. Motion carried.
- 16) Schrunk moved Wilk seconded to approve the WASB District Administrator Evaluation process tool. Roll call vote: Behnke-aye, Pridemore-aye, Erickson-aye, Wilk-aye, Schrunk-aye (5-0). Motion carried.
- 17) Wilk moved Behnke seconded to approve the consent agenda. Roll call vote: Wilk-aye, Behnke-aye, Erickson-aye, Pridemore-aye, Schrunk-aye (5-0). Motion carried.
 - a) Approval of minutes of the October 24, 2023 Regular Meeting; November 10, 2023 Special Meeting.
 - b) Approval of Fund 10, 21, 27, 50 and 80 payment vouchers 27679 to 27829 for the amount of \$835,469.06 and payment voucher 27695 for the amount of \$475.00.
 - c) Approval of the October 2023 Treasurer's report.
 - d) Personnel Recommendations
 - i. Certified Staff Resignations
 - Hailey Kenealy, reading teacher, Rossman
 - ii. Certified Staff Hires - none
 - iii. Student Teacher Placements
 - Amber Nicoson, fifth grade, Lincoln
 - Anna Rousseau, first grade, Rossman

Board meeting reflection and feedback was given to the Board.

Pridemore moved Behnke seconded to adjourn. Motion unanimously carried. Meeting was adjourned at 8:16 PM.

Respectfully submitted,

Louise Schrunk, School Board Clerk

Dr. Tara Villalobos, District Administrator