

**HORTONVILLE AREA SCHOOL DISTRICT**  
**BOARD OF EDUCATION REGULAR OPEN SESSION MEETING MINUTES**  
**MONDAY, JUNE 26, 2023**

1. The Board of Education Open Session was called to order at 7:00 PM by Board President Robert VanDenElzen. Present were Mr. Douglas Ellerman, Mr. Craig Dreier, and Mrs. Dana Ramshak. Absent were Mr. David Schlichting, Mr. Brett Eidahl, and Mrs. Andrea Marcks-Ziegler.
2. President VanDenElzen confirmed that the public was given notice of the meeting by postings at the Greenville Elementary, Hortonville Elementary, North Greenville Elementary, Greenville Middle, Hortonville Middle, Hortonville High Schools, Hortonville Public Library, Greenville Town Hall and the District website ([www.hasd.org](http://www.hasd.org)). Notice was sent to the Press Star and Post Crescent.
3. Pledge of Allegiance – Board President Robert VanDenElzen
4. Mrs. Dana Ramshak made a motion to approve the Open Session Minutes from May 22, 2023; Mr. Douglas Ellerman seconded the motion; roll call vote; motion carried.
5. Mr. Douglas Ellerman made a motion to approve Regular Vouchers **#52045-#53325** (*Void - #53053, 53148, 53161, 53163-53168, 53173, 53189-53260, 53318*) – (*Increase Voided checks due to length of description on checks*); Mrs. Dana Ramshak seconded the motion; roll call vote; motion carried.
6. Mrs. Dana Ramshak made a motion to approve the ACH/Employee Reimbursement Vouchers – **#222300355-222300415**; Mr. Douglas Ellerman seconded the motion; roll call vote; motion carried.
7. Recognitions – Mr. Craig Dreier made a motion to approve the following recognitions: Mr. Douglas Ellerman seconded the motion; roll call vote; motion carried:
  - Thrivent Action Team for their donation of \$250.00 to the Spanish Honor Society for resources and materials to run the Primavera Egg Hunt and Goats and Glory spike ball tournament.
  - Jimmy Johns of Appleton for the donation of \$639.43 to help families within the District.
  - Loyalyn & Will Buelow - \$200.00 donation for a Special Education Chair
  - HMS 5<sup>th</sup> Grade student, Sawyer Welbes was selected as an All Star for the Timber Rattlers Game and will be throwing out the 1<sup>st</sup> pitch at the August 11<sup>th</sup> game
  - HHS Ben Smith received the Top Dual Athlete in the Nation through SBLiveSports
  - HHS senior Kaley Peterson is an Affiliate Winner in the Aspirations in Computing

- Congratulations to the WIAA Shot Put State Champion and Discus Runner Up Ben Smith! Congratulations to Blake Radish who place 8th in the WIAA State Championship 800 M Run! Congrats to all our athletes that competed and represented Hortonville this weekend in LaCrosse at the 2023 WIAA State Track and Field Championships! Ethan Lund- Pole Vault Leah Worley- 4x800 M Relay Eve Vosters- 4x100 M Relay Maleiyah Streck- 4x800 M Relay Ayden Smith- 4x100 M Relay and High Jump Abi Pauley- 4x800 M Relay Paige Morrell- 4x800 M Relay Torie McGowan- Shot Put Sydney Jones- 4x100 Meter Relay Hannah Huza- 4x800 M Relay Abby Hernandez- 4x100 M Relay Emma Garthus- 4x100 M Relay Grace Forinash- 4x100 M Relay Hailey Falbo- 4x800 M Relay
- Congratulations to the Spring All Conference winners:
- Girls Soccer – Honorable Mention – Maddie Garrow & Lily Hannemann
- Softball – 1<sup>st</sup> Team – Bella Dontje, Paige Lilie; 2<sup>nd</sup> Team – Grace Danoski; Honorable Mention – Mara Hedtke, Molly Kelly, Savannah Teal
- Baseball – FVA Conference Player of the Year – Camden Kuhnke; FVA Conference Pitchers of the Year 1<sup>st</sup> Team – Nate Vela & Thomas Burns; 1<sup>st</sup> Team – Camden Kuhnke, Thomas Burns, Nate Vela, Joe Fischer, and Turner Kuhnke; Honorable Mention – Hayden Timm, Brett Sommer and Evan Mahan
- Track and Field – Honorable Mention - 800 M Run – Paige Morrell; 400 M Dash – Paige Morrell; Shot Put – Tori McGown; 800 M Relay – Abby Hernandez, Emma Garthus, Grace Forinash, Ayden Smith; 2<sup>nd</sup> Team 400 M Relay – Abby Hernandez, Grace Forinash, Emma Garthus, Ayden Smith; 1<sup>st</sup> Team Shot Put – Ben Smith; 1<sup>st</sup> Team – Discus – Ben Smith’ 2<sup>nd</sup> Team – Pole Vault – Ethan Lund
- Congratulations to the HHS Baseball Team – 2<sup>nd</sup> Place at State. Outstanding community support at the games for the team.

8. Presentations by District residents / Comments from the Public – None

9. Special Presentation – None

10. District Administrator Report –

- Information shared on the vandalism at Greenville Elementary School
- Update of Hail Damage repairs for the District
- Update District construction
- Update on State Budget

11. Board Member Reports

- President Report –
  - WASB Resolution Report Available
- Committee Report - None

12. Discussion –
- 1<sup>st</sup> Reading - 2023-2024 Activities Staff Handbook
13. Consent Agenda – Mr. Craig Dreier made a motion to approve the Consent Agenda; Mr. Douglas Ellerman seconded the motion; roll call vote; motion carried.  
Approved:
- Staff Change for Mishayna Uhlenbrauck – NGES 10-month Administrative Assistant to HHS Administrative Assistant – beginning June 12, 2023
  - Staff Change for Carla Stenzel-VanDenElzen – NGES Reading Interventionist .8 FTE moving to 1.0 FTE beginning the 23-24 school year (*additional time approved on February 27, 2023*)
  - Staff Change for Ashlee Reiland GMS Food Service – Kitchen Helper to HMS Library Aide beginning the 23-24 school year
  - Staff Memo Samantha Gostisha – NGES 1<sup>st</sup> Grade Teacher beginning the 2023-2024 school year – replacing Andrea Zimmerman – resigned
  - Staff Memo Keisha Stuart – GMS Inclusion Coach (Special Education Teacher) – beginning the 2023-2024 school year – replacing Amy Zittlow – resigned
  - Staff Memo Rhonda Weiland – NGES SE Paraprofessional beginning the 2023-2024 school year – replacing Polly Schmidt - retired
  - Staff Memo Jill Ihde – GES .5 Art Teacher beginning the 2023-2024 school year – replacing Sheena Arndt – full time Art Teacher
  - Staff Memo Bailee Vandenberg – GMS 6<sup>th</sup> Grade Teacher beginning the 2023-2024 school year – replacing Michael Jacobs – resigned
  - Staff Memo Andrew George – GMS 8<sup>th</sup> Grade Social Studies/Science beginning the 2023-2024 school year – replacing Michael Paltzer – resigned
  - Staff Memo Loni Kucksdorf – HMS 8<sup>th</sup> Grade ELA Teacher beginning the 2023-2024 school year – replacing Charley Hrobsky - resigned
  - Staff Memo Gabriella Culp (Yonts) – GMS SE Paraprofessional beginning the 2023-2024 school year – replacing Miriam Hurula - resigned
  - Resignation for Tiffany Baumgart - GES SE Teacher – last day 6/2/2023
  - Resignation for Cady Pascoe – GMS Art Teacher – last day 6/2/2023
  - Resignation for Amy Zittlow – GMS Special Education Teacher – last day 6/2/2023
  - Resignation for Elizabeth Coenen – HMS 7<sup>th</sup> Grade Teacher – last day 6/2/2023
  - Resignation for Jordyn Archambeau – District Mental Health provider – last day 6/2/2023
  - Resignation for Stephanie Hearley – GMS Art Teacher – last day 6/2/2023
  - Resignation for Erika Hall HMS Food Service – Kitchen Helper – last day 6/1/2023
  - Resignation for Nicole (Kinsley) Baumgart – GES SE Paraprofessional – last day 6/1/2023

- Resignation for Janice Bloxham – HES SE Paraprofessional – last day 6/23/2023 (Summer School)
- Resignation for Lori Hampp Route Bus Driver – last day 6/1/2023
- Resignation for Richard Hampp Route Bus Driver – last day 6/1/2023 (*would like to sub*)
- Resignation for Todd Evers Route Bus Driver – last day 6/1/2023 (*would like to sub*)
- Resignation for Lindsey Lautenschlager – IT On-Line Manager – last day 6/16/2023
- Resignation for Aubree Kuenster – HES SE Paraprofessional – last day 6/1/2023
- Resignation for Jessica HoppeBeidel – NGES Playground/Lunchroom Aide – last day 6/1/2023 (*would like to sub for District*)
- Resignation for Miriam Hurula – GMS Paraprofessional – last day 6/1/2023
- Resignation for Katie Miller – GES Paraprofessional – last day 6/1/2023
- Resignation for Ashlee Reiland – GES Kitchen Helper – moving to HMS Library Aide beginning 2023-2024 school year
- Retirement for Deborah Stae – GMS SE Paraprofessional – last day 6/1/2023 (*would like to sub for District*)
- Retirement for Michael Paltzer – GMS 8<sup>th</sup> Grade Science Teacher – last day 6/2/2023 (*Will continue as Sub Bus Driver for District*)
- Retirement for Denise Delzer – Transportation Administrative Assistant – last day 6/30/2023
- Title Change and Updates to IT System Managers Job Description (New - Systems Analyst)
- Request for Early College Credit Program – Fall 2023
- Request for Start College Now – Fall 2023
- HHS Band Field Trip Request – WI State Fair – August 3, 2023 (more than 75 miles one way) – Transportation provided by: Personalized Travel Company
- 2<sup>nd</sup> Reading of Staff Handbooks:
  - 2023-2024 Transportation Handbook
- 2<sup>nd</sup> Reading of Student/Parent Co-Curricular Code of Conduct Handbook
- 2<sup>nd</sup> Reading of Bylaw & Policy Updates/Changes
  - Bylaw 0100 – Definitions
  - Policy 2210 – Curriculum Development
  - Policy 2221 – Special Observance Days
  - Policy 2340 & 8640 – Field and Other District Sponsored Trips (Form)
  - Policy 2414 – Human Growth and Development
  - Policy 3215 & 4215 – Use of Tobacco and Nicotine by Professional Staff & Support Staff
  - Policy 3430.01 & 4430.01 – Family and Medical Leave
  - Policy 5113 – Open Enrollment
  - Policy 5136.01 – Technology Resources and Other Electronic Equipment
  - Policy 5200 – Attendance

- Policy 5330 – Administration of Medication/Emergency Care
- Policy 5340 – Student Accidents/Illness/Concussion & Sudden Cardiac Arrest
- Policy 5410 – Promotion, Placement and Retention
- Policy 5840 – Co-Curricular Activities
- Policy 5512 – Use of Tobacco and Nicotine by Students
- Policy 5517 – Student Anti-Harassment
- Policy 5771 – Search and Seizure
- Policy 6680 – Staff Recognitions / Years of Service and/or Retirement
- Policy 7434 – Use of Tobacco and Nicotine on School Premises
- Policy 7440 – Facilities Security
- Policy 7510 – Use of Facilities and Properties
- Policy 7510.01 – Use of Fitness Center
- Policy 7540 - Technology
- Policy 7540.01 – Staff Technology Acceptable Use and Safety
- Policy 7540.06 – District-Issued Staff Email Accounts – (Change Title)
- Policy 7541 – Web Content, Services, and Apps (Remove)
- Policy 8300 – Continuity of Organizational Operations
- Policy 8305 – Information Security - NEW
- Policy 8315 – Information Management – NEW
- Policy 8405 – Environmental Health and Safety Program
- Policy 8420.01 – Epidemics and Pandemics - NEW
- Policy 8431 – Preparedness for Toxic Hazards
- Policy 8450 – Control of Casual-Contact Communicable Diseases
- Policy 8453 – Direct Contact Communicable Diseases - NEW
- Policy 8453.01 – Control of Bloodborne Pathogens
- Policy 8660 – Transportation by Private Vehicle - DELETE
- Policy 8740 – Protection of District Funds – NEW
- Policy 8800 – Religious Activities and Observations (Delete Old Policy)
- Policy 9700.02 – Distribution of Materials on School Premises (Form)

14. New Business – *(Discussion with a motion to approve, deny, or table):*

- Mrs. Dana Ramshak made a motion to approve the recommendation to adopt the DPI School District General Records Schedule (Retention of Records); Mr. Craig Dreier seconded the motion; roll call vote; motion carried.
- Mrs. Dana Ramshak made a motion to approve the following Board Policies update with the new DPI School District General Records Schedule (Retention of Records) information; Mr. Craig Dreier seconded the motion; roll call vote; motion carried:
  - #2416 – Student Privacy and Parental Access to Information – Student Records
  - #8310 – Public Records
  - #8320 – Personnel Records
  - #8330 – Student Records

15. Announcements & Reminders of Forthcoming Events:
- Board of Education Meeting – Monday, July 10, 2023 – 7:00 PM – District Board Room
  - Board of Education Meeting – Monday, August 14, 2023 – 7:00 PM – District Board Room
  - Board of Education Meeting – Monday, August 28, 2023 – 7:00 PM – District Board Room
  - Board of Education Meeting – Monday, September 11, 2023 – 7:00 PM – District Board Room
  - Board of Education Meeting – Monday, September 25, 2023 – 7:00 PM – District Board Room
  - Board of Education Meeting – Monday, October 16, 2023 – 7:00 PM – District Board Room
  - Board of Education Meeting – Monday, October 23, 2023 – 7:00 PM – District Board Room
  - Annual Board of Education Meeting – Monday, October 23, 2023 – 7:15 PM – District Board Room
16. Mrs. Dana Ramshak made a motion to convene to Closed Session pursuant to §19.85(1)(b)(c) Wis. Stats. to consider employment, promotion, compensation, performance evaluation data or non-renewal of specific public employees over which the governmental body has jurisdiction or exercises responsibility; Mr. Douglas Ellerman seconded the motion; roll call vote; motion carried. 7:23 PM
17. Mrs. Dana Ramshak made a motion to reconvene into Open Session; Mr. Craig Dreier seconded the motion; roll call vote; motion carried. 7:47 PM
18. With no further business, Mr. Craig Dreier made a motion to adjourn; Mrs. Dana Ramshak seconded the motion; roll call vote; motion carried. Time: 7:48 PM

Respectfully submitted,  
Tamie Neilson, District Administrative Assistant  
Dana Ramshak, Vice President