

**HORTONVILLE AREA SCHOOL DISTRICT**  
**BOARD OF EDUCATION REGULAR OPEN SESSION MEETING MINUTES**  
**MONDAY, MAY 22, 2023**

1. The Board of Education Open Session was called to order at 7:00 PM by Board President Robert VanDenElzen. Present were Mr. Brett Eidahl, Mrs. Andrea Marcks-Ziegler, Mr. Douglas Ellerman, Mr. Craig Dreier, Mrs. Dana Ramshak, and Mr. David Schlichting.
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. Mr. Brett Eidahl made a motion to approve the Open Session Minutes from May 8, 2023; Mr. David Schlichting seconded the motion; roll call vote; motion carried.
5. Mr. David Schlichting made a motion to approve Regular Vouchers **#52935-#53044** (Void - #53003, \$53004); Mr. Douglas Ellerman seconded the motion; roll call vote; motion carried.
6. Mr. Brett Eidahl made a motion to approve the ACH/Employee Reimbursement Vouchers – **#222300332-222300354**; Mr. Douglas Ellerman seconded the motion; roll call vote; motion carried.
7. Recognitions – Mr. Brett Eidahl made a motion to approve the following recognitions: Mr. David Schlichting seconded the motion; roll call vote; motion carried:
  - HHS Lily Davis won one of two spots to New York City for the 2023 Jimmy Awards. The Jimmy Award is the high school version of the Broadway Tony Awards.
  - HHS Class of 2023 Scholarship and Academic Award recipients, \$1.5 million in scholarships and awards were presented at the Senior Awards Program May 10, 2023
  - HHS junior Ben Smith has been nominated as one of the top dual athletes in the nation through SBLive Sports.
  - HHS senior Brett Sommer has been nominated for the Post Crescent Athlete of the Week. (13-0 Victory over Oshkosh North)
8. Presentations by District residents / Comments from the Public – None
9. Special Presentation – E3 End of Year Update – Crystal Ludwig and Jordyn Archambeau gave a brief update on the E3 programs and process used during the 2022-2023 school year and plans for the 2023-2024 school year.

10. District Administrator Report –

- Updates on the 2023 Staff Banquet, HHS Graduation on Wednesday, May 24, 2023, on the Athletic Field, progress on the new Board of Education room, and that construction will pick up beginning June 1<sup>st</sup> at HHS.
- Brief update on the 2023-2024 Projected Enrollment

11. Board Member Reports

- President Report –
  - Reorganizing Committee Members:  
**BOARD OF EDUCATION COMMITTEES FOR - 2023-2024**  
**Budget – All Board Members for 2023-2024 fiscal year – Robert VanDenElzen - Chairperson**  
**Curriculum – Dana Ramshak – Chairperson; Brett Eidahl; Craig Dreier**  
**CESA Delegate/Board of Control – Andrea Marcks-Ziegler**  
**Policy – Brett Eidahl – Chairperson; Robert VanDenElzen; Andrea Marcks-Ziegler**  
**Personnel & Negotiations – David Schlichting – Chairperson; Dana Ramshak; Douglas Ellerman**  
**Public Relations & Long-Range Planning – Douglas Ellerman – Chairperson; Robert VanDenElzen; Andrea Marcks-Ziegler**  
**Technology – Brett Eidahl - Chairperson; Dana Ramshak; David Schlichting**  
**Transportation, Building, Grounds, Safety & Liability – Craig Dreier - Chairperson; Douglas Ellerman; David Schlichting**  
**WASB Delegate – Robert VanDenElzen**  
**FVTC Representative – Robert VanDenElzen**
- Board Training – Mr. Matthew Schmidt went over the new process for Google Shared Documents with the Board members.

12. Discussion –

- 1<sup>st</sup> Reading of Staff Handbooks:
  - 2023-2024 Transportation Handbook
- 1<sup>st</sup> Reading of Student/Parent Co-Curricular Code of Conduct Handbook
- 1<sup>st</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)

13. Consent Agenda – Mr. Brett Eidahl made a motion to approve the Consent Agenda; Mr. Craig Dreier seconded the motion; roll call vote; motion carried.

Approved:

- Staff Memo Korey Kleinhans District Adaptive Physical Education Teacher – beginning the 2023-2024 school year – replacing Kalen Ouellette – resigned
- Staff Change Timothy Linz – moving from GMS 6<sup>th</sup> Grade Teacher to GMS 7<sup>th</sup> Grade Teacher – increased enrollment (decreased 1 FTE in 6<sup>th</sup> grade increased 1 FTE 7<sup>th</sup> grade)
- Resignation for Andrea Zimmerman 1<sup>st</sup> Grade Teacher at NGES – last day 6/2/2023
- Resignation for Parker Lawrence – SE Paraprofessional at GMS – last day 6/1/2023
- Resignation for Charley Hrobsky – HMS 8<sup>th</sup> Grade Teacher (Reading & Social Studies) – last day 6/2/2023

- Resignation for Mary Jo Lantz – SE Paraprofessional at HES – last day 6/1/2023
  - Resignation for Hope Lambie – HHS Administrative Assistant – last day 6/2/2023
  - Life License Request for Contracted Staff
  - 2<sup>nd</sup> Reading of Student/Parent Handbooks:
    - Hortonville High School
    - Greenville / Hortonville Middle Schools
    - Greenville Elementary School
    - Hortonville Elementary School
    - North Greenville Elementary School
    - District 4K
  - 2<sup>nd</sup> Reading of Staff Handbooks:
    - 2023-2024 Teacher Handbook
    - 2023-2024 Support Staff Handbook
    - 2023-2024 Substitute Handbook
14. New Business – (*Discussion with a motion to approve, deny, or table*):
- Mr. David Schlichting made a motion to approve the recommendation to have the GMS/HMS schedule for every grade level the same and to extend the day by 10 minutes. It is also recommended to create an opportunity for all students to deepen their understanding of grade 6 and 7 standards by beginning the Compacted Math/Algebra pathway in 8<sup>th</sup> grade instead of 6<sup>th</sup> grade and continue to offer Algebra in 8<sup>th</sup> grade; Mr. Craig Dreier seconded the motion; roll call vote; motion carried.
15. Announcements & Reminders of Forthcoming Events:
- HHS Graduation – Wednesday, May 24, 2023 – 7:00 PM - HHS
  - Board of Education Meeting – Monday, June 26, 2023 – 7:00 PM – HHS Board Room
  - Board of Education Meeting – Monday, July 10, 2023 – 7:00 PM – HHS Board Room
  - Board of Education Meeting – Monday, August 14, 2023 – 7:00 PM – HHS Board Room
  - Board of Education Meeting – Monday, August 28, 2023 – 7:00 PM – HHS Board Room
  - Board of Education Meeting – Monday, September 11, 2023 – 7:00 PM – HHS Board Room
  - Board of Education Meeting – Monday, September 25, 2023 – 7:00 PM – HHS Board Room
16. Mr. Craig Dreier requested that all questions or comments concerning the Football Coach position be directed to Mr. Samuel Engelland and Mr. Timothy Rietveld.

17. With no further business, Mr. Brett Eidahl made a motion to adjourn;  
Mrs. Dana Ramshak seconded the motion; roll call vote; motion carried.  
Time: 7:42 PM

Respectfully submitted,  
Tamie Neilson, District Administrative Assistant  
Brett Eidahl, Clerk