

Hortonville Area School District
Personnel Committee Meeting Minutes: April 23, 2018

The meeting was called to order at 6:00 pm by Chairperson Dave Schlichting.

Committee members present were Willard Griesbach and Dana Ramshak.

Administrators present were Mr. Todd Timm, Mr. Dave Wuebben, Mrs. Lori Smits, Mrs. Tanya Lange, Mr. Harry Steenbock, and Mr. David Harris.

Others present were: Tamie Neilson

Chairperson Schlichting affirmed that notice of the meeting was posted at the Greenville Elementary, Greenville Middle, North Greenville Elementary, Hortonville Elementary, Hortonville Middle, Hortonville High schools, Hortonville Public Library, Greenville Town Hall and the District website (www.hasd.org). Notice of the meeting was sent to the Post Crescent and Press Star.

Motion by Mr. Willard Griesbach, second by Mrs. Dana Ramshak for review and approval of Personnel Committee Minutes of February 26, 2018; roll call vote; motion carried.

Mr. Todd Timm presented a staffing recommendation for the first of two tiers. Tier one positions are those positions that are needed for the 2018-19 school year. Tier two positions are needed but need further data to support a recommendation in the future. Tier one positions being recommended are: 3-Paraprofessionals, 1.0 Early Childhood Teacher (Greenville Side), .5 4K Teacher (Greenville Side), .5 Addition Transportation Secretarial Time, 1.0 Social Worker, and 1.0 IT Assistant-Help Desk.

Motion by Mrs. Dana Ramshak to approve the recommendations for tier one positions and send recommendation to full Board; Mr. Willard Griesbach seconded the motion; roll call vote; motion carried.

Mr. Todd Timm presented a recommendation to standardize the 9-month director benefits to the current teacher benefits without any retroactive liability on the school district. This would be for OT, PT, School Psychologists, and School Nurses.

Motion by Mr. Willard Griesbach to approve the recommendation for the 9-month directors and send recommendation to full Board; Mrs. Dana Ramshak seconded the motion; roll call vote; motion carried.

Mr. Todd Timm presented an updated job description for the District Administrative Assistant indicating several additions.

Motion by Mr. Willard Griesbach to approve the updates to the District Administrative Assistant job description and send to the full Board for approval; Mrs. Dana Ramshak seconded the motion; roll call vote; motion carried.

Motion to adjourn the meeting by Mrs. Dana Ramshak, seconded by Mr. Willard Griesbach; motion carried at 6:27 pm.

Minutes Respectfully Submitted by,
Mr. Dave Schlichting, Chairperson