

Hortonville Area School District
Personnel Committee Meeting Minutes: May 13, 2019

The meeting was called to order at 6:02 pm by Mrs. Dana Ramshak
Committee members present were Willard Griesbach and Andrea Marcks-Ziegler
Administrators present were: Todd Timm, Lori Smits, Tanya Lange, Jared Deli, Travis Lawrence, Torrie Rochon-Luft, Chris Hansen, Tim Rietveld, Tom Ellenbecker, Jesse Powell
Others present were: Tamie Neilson, Sgt. Brian Bahr, Chief Kristine Brownson, Dave Schlichting, and Craig Dreier

Mrs. Dana Ramshak 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 April 8, 2019; roll call vote; motion carried. Mrs. Andrea Marcks-Ziegler abstained.

Mr. Timm explained that two (2) proposals were submitted for the SRO Services in the Hortonville Area School District. Outagamie County and the Village of Hortonville. The proposals are for the following:

- .5 SRO Services – Main Responsibility (Elementary and Middle Schools/Prevention Activities Greenville Schools)
- 1.0 SRO Services – Main Responsibility (Hortonville High, Hortonville Elementary, Hortonville Middle)

After discussion, Mr. Willard Griesbach made a motion to send a recommendation to the full Board to approve the proposal from the Village of Hortonville; Mrs. Andrea Marcks-Ziegler second the motion; roll call vote; motion carried.

Mr. Timm informed the Committee members that the Job Description for the Director of Special Education needed to be updated with the duties from the Director of Pupil Services, many of the duties were being performed by the Director of Special Education already. In doing so, the portion of overseeing the K-12 Counselors will now be included removing this duty from the HHS Associate Principal. Mr. Timm also informed the Committee members that the duties of Safety Director will be incorporated into the HHS Principal and HHS Associate Principal job descriptions.

Mr. Willard Griesbach made a motion to take the recommendations to the full Board to update the Director of Special Education adding Director of Pupil Services to the job description and update the HHS Principal and HHS Associate Principals job descriptions to add the duties of Safety Director; Mrs. Andrea Marcks-Ziegler second the motion; roll call vote; motion carried. to the full Board at the April 29, 2019 Board of Education meeting; Mrs. Dana Ramshak seconded the motion; roll call vote; motion carried.

Motion to adjourn the meeting by Mrs. Andrea Marcks-Ziegler; seconded by Mr. Willard Griesbach; roll call vote; motion carried at 6:25 pm.

Minutes Respectfully Submitted by,
Mrs. Dana Ramshak, Chairperson