

**Hortonville Area School District
Personnel Committee Minutes: May 23, 2016**

The meeting was called to order by Dave Schlichting at 5:00 pm.

The committee member present was Willard Griesbach.

Paul Thome was not in attendance.

Administrators present were Dr. Heidi Schmidt and Dave Wuebben.

Tim Diestler was also present for part of the meeting.

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

- A. Motion by Willard Griesbach, second by Dave Schlichting to review and approve the Personnel Committee Minutes of May 2, 2016; motion carried.
- B. Motion to convene in Closed Session pursuant to Wisconsin State Statute §19.85(1)(c) to discuss exempt/nonexempt status concerning specific employees of the District by Willard Griesbach, second by Dave Schlichting; Roll call vote: Willard Griesbach-yes; Dave Schlichting-yes; motion carried.
- C. Motion by Willard Griesbach second by Dave Schlichting to reconvene to Open Session; Roll call vote: Willard Griesbach – yes; Dave Schlichting-yes; motion carried.
- D. Motion by Willard Griesbach, second by Dave Schlichting to forward the Delivery Driver/Maintenance Support job description to the Board; motion carried.
- E. Motion by Willard Griesbach, second by Dave Schlichting to offer the current employee Delivery Driver/Maintenance Support a contract and benefit package to include a \$.50 per hour wage increase to the Board; motion carried.
- F. Motion by Willard Griesbach, second by Dave Schlichting to make the Business Services Assistant from exempt to non-exempt status effective 7-1-16; motion carried.
- G. Motion to approve revised Copy Room Specialist job description (not including a 12 month term of employment; will be employed during the school year to be evaluated by the Director of Business) by Willard Griesbach, second by Dave Schlichting; motion carried. No action was taken on the request for additional benefits for the Copy Room Specialist.
- H. Motion to table discussion of health insurance premium savings for future Personnel Committee by Willard Griesbach; second by Dave Schlichting; motion carried.
- I. Motion to adjourn meeting by Willard Griesbach; second by Dave Schlichting; motion carried and meeting adjourned at 6:12 pm

Minutes Respectfully Submitted by,
Dave Schlichting
Vice President, HASD School Board