

**Hortonville Area School District
Personnel Committee Meeting Minutes: September 9, 2019**

The meeting was called to order at 6:30 pm by Mr. Dave Schlichting
Committee members present were Willard Griesbach and Dana Ramshak
Administrators present were: Todd Timm
Others present were: Tamie Neilson

Mr. Dave 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 Press Star and the Post Crescent.

Motion by Mr. Willard Griesbach, second by Mrs. Dana Ramshak for review and approval of Personnel Committee Minutes of August 12, 2019; roll call vote; motion carried.

Mr. Timm explained the reason for updating the Job Descriptions and have them reviewed by the Committee.

Mrs. Dana Ramshak made a motion to send the Job Descriptions to the full Board for a 1st Reading once a few revisions were made; Mr. Willard Griesbach seconded the motion; roll call vote; motion carried.

Motion to adjourn the meeting by Mrs. Dana Ramshak; seconded by Mr. Willard Griesbach; roll call vote; motion carried at 6:50 pm.

Minutes Respectfully Submitted by,
Mr. Dave Schlichting, Chairperson