

HORTONVILLE AREA SCHOOL DISTRICT
BOARD OF EDUCATION REGULAR OPEN SESSION MEETING MINUTES
MONDAY, MAY 13, 2024

1. The Board of Education Open Session was called to order at 7:00 PM by Board President Robert VanDenElzen. Present were Mrs. Dana Ramshak, Mr. Brett Eidahl, Mr. Craig Dreier, Mr. Douglas Ellerman, and Mrs. Jessica Hartjes. Mrs. Andrea Marcks-Ziegler was absent.
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). Notice was sent to the Press Star and Post Crescent.
3. Pledge of Allegiance – President VanDenElzen
4. Youth Apprenticeship Recognition – Timothy Rietveld & Kelly Endter – CESA 6
5. Appointment: **BOARD OF EDUCATION COMMITTEES FOR - 2024-2025**
Budget – All Board Members for 2024-2025 fiscal year – Robert VanDenElzen – Chairperson
CESA Delegate/Board of Control – Andrea Marcks-Ziegler
Curriculum – Brett Eidahl – Chairperson; Dana Ramshak; Robert VanDenElzen
Personnel – Dana Ramshak- Chairperson; Douglas Ellerman; Jessica Hartjes
Policy – Jessica Hartjes – Chairperson; Brett Eidahl; Andrea Marcks-Ziegler
Public Relations & Long-Range Planning–Douglas Ellerman – Chairperson; Robert VanDenElzen; Jessica Hartjes
Technology – Brett Eidahl - Chairperson; Dana Ramshak; Andrea Marcks-Ziegler
Transportation, Building, Grounds, Safety & Liability–Andrea Marcks-Ziegler-Chairperson; Douglas Ellerman; Craig Dreier
WASB Delegate – Robert VanDenElzen
FVTC Representative – Robert VanDenElzen
6. Mr. Brett Eidahl made a motion to approve the Open Session Minutes from April 22, 2024; Mr. Douglas Ellerman seconded the motion; roll call vote; motion carried.
7. Mr. Craig Dreier made a motion to approve the Closed Session Minutes from April 22, 2024; Mrs. Dana Ramshak seconded the motion; roll call vote; motion carried.
8. Mr. Douglas Ellerman made a motion to approve Regular Vouchers **#55486-#55680** (Void - #55545); Mr. Brett Eidahl seconded the motion; roll call vote; motion carried.
9. Mr. Brett Eidahl made a motion to approve the ACH/Employee Reimbursement Vouchers - **#232400271- 232400294**; Mr. Douglas Ellerman second the motion; roll call vote; motion carried.
10. Recognitions – Mr. Craig Dreier made a motion to approve the Recognitions; Mrs. Dana Ramshak seconded the motion; roll call vote; motion carried.
 - Congratulations to the students in the Class of 2024 who received scholarships and awards amounting to over \$1,000,000 that were presented during the Awards Ceremony on May 8, 2024

- Congratulations to the Honorees and Retirees that will be recognized at the Staff Appreciation Banquet Wednesday, May 15, 2024
 - National Speech Pathologist Day – May 18, 2024
 - Congratulations to the HHS DECA Team on their success at the International DECA competition in California. They competed against more than 20,000 other students from around the world. Trevor Asher, Sarah Bendorf, Ethan Bruce, Ian Bruce, Kate Hutchinson, Silas Hutchinson, Lara Knight, Ave Krueger, Kaylee Peterson, Gwyneth Ramshak, and Julia Schwab. Lara Knight and Gwyneth Ramshak placed in the top 20 in their event and made it to the finals. Kate Hutchison placed 1st in her overall category.
11. Presentations by District residents / Comments from the Public – None
12. Special Presentation –
- Mental Health Update was given by Crystal Ludwig, Marina Verwiel, and Lori Smits
 - 2022-2023 Financial Report Update (Audited Financial Statements) was given by Christina Peterson
13. District Administrator Report –
- Mr. Timm shared the Community Growth and Projections Report with the Board members.
 - Mr. Timm reminded the Board members on the Staff Recognition Banquet on May 15, 2024, and Graduation on May 22, 2024
 - Mr. Timm informed the Board members that Contractual Staff Compensations meetings are being held by Thomas Ellenbecker, Christina Peterson, and himself. These are one on one meetings with staff members review compensation and benefits.
14. Board Member Reports
- President Report – None
 - Committee Report – None
15. Discussion –
- 1st Reading of Student/Parent Handbooks:
 - Hortonville High School (Update)
 - Greenville / Hortonville Middle Schools / Fox West Academy (Updates)
 - Greenville Elementary School (Updates)
 - Hortonville Elementary School (Updates)
 - North Greenville Elementary School (Updates)
 - District 4K (Updates)
 - Students Co-Curricular Code of Conduct (Updates)
 - 1st Reading of Policies #3430 & #4430 – Leaves of Absence (*changes to reflect changes in Handbooks*)
 - 1st Reading of Policies #3430.01 & #4430.01 – Family and Medical Leave (*changes to reflect changes in Handbooks*)
 - 1st Reading of Staff Handbooks:
 - 2024-2025 Contractual Staff Handbook (Updates)

- 2024-2025 Support Staff Handbook (Updates)
- 2024-2025 – Transportation Staff Handbook (Updates)
- 2024-2025 – Substitutes Handbook (Updates)
- 2024-2025 - Activities Staff Handbook (Updates)

16. Consent Agenda – Mrs. Dana Ramshak made a motion to approve the Consent Agenda with Staffing for Aliza VanDenElzen removed, and the Staff Change for Paige Wege removed; Mr. Craig Dreier seconded the motion; roll call vote; motion carried. Approved were:

- Professional Staff moving from Provisional License to Life License
- 2nd Reading HHS Dance Team Trip Request – Orlando, Florida – National Dance Competition – February 26, 2025, through March 3, 2025 – District to provide transportation to and from airport (*Transportation approved by Brian Gooding*)
- Staff Memo Ashley Ramirez – HES Music Teacher – replacing Hayley Graves – resigned – beginning the 2024-2025 school year
- Staff Memo Brianna VanEyck – HHS German Teacher 1.0 FTE – replacing Kari Flenz – resigned – beginning the 2024-2025 school year (*1.0 FTE approved at 2/26/24 Board meeting*)
- Staff Memo Shayna Reynard – NGES 4th Grade Teacher – replacing Carissa Sundholm – LTE – beginning the 2024-2025 school year
- Staff Change Wendy Sontag – moving from HES 3rd Grade Teacher to HES 4th Grade Teacher – Enrollment change – beginning 2024-2025 school year
- Staff Change Kendra Sousek – moving from HES 2nd Grade Teacher to HES Kindergarten Teacher – replacing Cecilia Besaw – retired – beginning 2024-2025 school year
- Staff Change Deborah Lohr – moving from GES EC Special Education Teacher to NGES EC Program Support and 4K Coordinator – beginning 2024-2025 school year
- Staff Change Andrea Archambo – moving from LTE RN at NGES to Health Aide at NGES – beginning 2024-2025 school year
- Staff Change Nicole Inman – moving from HES Kindergarten Teacher to HES Math Coach and Interventionist – beginning 2024-2025 school year
- Staff Change Laura Johnson – moving from NGES 4K .5 Teacher to NGES Physical Education Teacher – replacing Daniel Milliren – moved to another position– beginning 2024-2025 school year
- Resignation Megan Gundrum – HHS English Teacher – last day 6/6/2024
- Resignation Olivia Jenkinson – HHS Math Teacher – last day 4/30/2024
- Resignation Daniel Milliren – NGES Phy Ed Teacher – moving to new position - (*position under New Business*)
- Resignation Katherine Pritzl – NGES 1st Grade Teacher – last day 6/6/2024
- Resignation Madison Francis – GMS Choir Teacher – last day 6/6/2024
- Resignation Danielle Munger – GMS 5th Grade Teacher – last day 6/30/2024
- Unpaid Time Off request – Contractual Staff Member
- Unpaid Time Off request – Contractual Staff Member
- Leave of Absence request – Contractual Staff Member

- Updated & New Job Descriptions:
 - District Administrative Assistant
 - Elementary Mathematics Coach
 - Reading Recovery Teacher – change to Elementary Interventionist
 - NEW – Human Resource Administrative Assistant
17. Mrs. Dana Ramshak made a motion to approve the Staffing of Aliza VanDenElzen – Speech Therapist – replacing Liza Thies – resigned – beginning the 2024-2025 school year; Mr. Douglas Ellerman seconded the motion; roll call vote; motion carried.
18. New Business –
- Mr. Brett Eidahl made a motion to approve the increase of up to 6.5% in health insurance costs as recommended in the 2024-2025 Health Plan; Mrs. Jessica Hartjes seconded the motion; roll call vote; motion carried.
 - Mrs. Dana Ramshak made a motion to approve the Staff Recommendation for Daniel Milliren – HHS Activities Director – replacing Samuel Engelland – resigned – beginning the 2024-2025 school year; Mr. Douglas Ellerman seconded the motion; roll call vote; motion carried.
 - Mr. Brett Eidahl made a motion to approve the recommendation for the 2024-2025 Intra-District Requests; Mr. Craig Dreier seconded the motion; roll call vote; motion carried. (33 Intra-District Requests were approved)
 - Mr. Brett Ediahl made a motion to approve the recommendation for the 2024-2025 Open Enrollment; Mrs. Jessica Hartjes seconded the motion; roll call vote; motion carried. (59 Open Enrolled In approved / 4 Open Enrolled In denied) (71 Open Enrolled Out approved)
 - Mr. Craig Dreier made a motion to approve the recommendation for the 2024-2025 Teacher Contracts; Mr. Douglas Ellerman seconded the motion; roll call vote; motion carried. Mr. Robert VanDenElzen and Mr. Brett Eidahl abstained.
 - Mr. Brett Eidahl made a motion to approve the recommendation to Policy #5840 – Co-Curricular Activities; Mrs. Jessica Hartjes seconded the motion; roll call vote; motion carried.
19. Announcements & Reminders of Forthcoming Events – No Changes
- District Staff Appreciation Banquet – Wednesday, May 15, 2024 – 5:30 PM – Romy’s Nitingale, Black Creek
 - HHS Graduation – Wednesday, May 22, 2024 – HHS High School – 7:00 PM
 - Technology Committee Meeting – Monday, June 10, 2024 – 6:00 PM – District Board Room
 - Policy Committee Meeting – Monday, June 10, 2024 – 6:30 PM – District Board Room
 - Board of Education Meeting – Monday, June 10, 2024 – 7:00 PM – District Board Room
 - Curriculum Committee Meeting – Monday, June 24, 2024 – 6:30 PM – District Board Room

- Board of Education Meeting – Monday, June 24, 2024 – 7:00 PM – District Board Room
- Board of Education Meeting – Monday, July 15, 2024 – 7:00 PM – District Board Room

20. With no further business, Mr. Craig Dreier made a motion to adjourn; Mr. Douglas Ellerman seconded the motion; roll call vote; motion carried.
Time: 8:38 PM.

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