



# School District of Altoona

1903 Bartlett Ave Altoona, WI 54720  
715-839-6032 715-839-6066 FAX

[www.altoona.k12.wi.us](http://www.altoona.k12.wi.us)

ALTOONA BOARD OF EDUCATION  
Regular Meeting  
District Board Room  
1903 Bartlett Avenue  
March 19, 2018  
6:30 p.m.

1. The Regular Meeting of the Altoona Board of Education was called to order by Board Vice President, Helen Drawbert at 6:30 p.m. in the District board room.
2. Roll call was taken and the following were present:  
Robin E. Elvig, President (attending via remote participation)  
Helen S. Drawbert, Vice President  
Michael J. Hilger, Clerk  
Bradley D. Poquette, Treasurer  
David A. Rowe, Member  
Joyce M. Orth, Board Secretary  
Michael Markgren, Acting Superintendent
3. Reading of Public Notice. Report of notice was presented. All posting requirements were met and posting places are noted: Altoona City Hall, Altoona Post Office, school district office, high school office, middle school office, and elementary school office.
4. Pledge of Allegiance
5. Rules for Meeting
6. Approval of Minutes. a. March 5, 2018 Regular Meeting. Motion by Rowe to approve the March 5, minutes as presented, seconded by Poquette. Drawbert, abstain; Rowe, yes; Hilger, yes; Poquette, yes; Elvig, yes. Motion carried 4-0. b. March 12, 2018 Special Meeting. Motion by Poquette to approve the March 12 minutes, as presented, seconded by Hilger. Rowe, yes; Hilger, yes; Poquette, yes; Drawbert, yes; Elvig, yes. Motion carried 5-0.
7. Public Participation. a. Non-Agenda items - public comment and concern. Dave Rowe noted our visit from Governor Walker, Lt. Governor Kleefisch and Attorney General Schimel this morning. The visit hosted by the elementary school, included a press conference at which time they announced plan for a School Safety grant fund. b. Agenda items - public comment and concern. None.
8. Treasurer's Report and Business Services Report. a. Approval of Checks for Payment. Motion by Rowe to approve General Fund checks totaling \$676,298.60 and Student Activity Fund checks totaling \$542.00 as presented, seconded by Hilger. Hilger, yes; Poquette, yes; Drawbert, yes; Rowe, yes; Elvig, yes. Motion carried 5-0.

- b. Approval of Treasurer’s Report. Motion by Elvig to approve the Treasurer’s Report as presented, seconded by Rowe. Poquette, yes; Drawbert, yes; Rowe, yes; Hilger, yes; Elvig, yes. Motion carried 5-0.
- c. Expenditures, Revenues and Cash Position. Expenditures, revenues and cash position (general fund 2011/12 to 2017/18) as of March 14 were reviewed.
9. Information. **a. Standards of Excellence Presentation.** Representatives from the Standards of Excellence task force, Amanda Mussehl, Kim Frazier, Jenna Baxter, and Teresa Langlois, provided an overview of the “Standards” process, the eight core values and their essential elements (see 10.q.). Other members of the staff team included Brenda Gilmartin, Sara Brahan, Bill Steinke, Sarah Pszeniczny, Sharon Chwala, Teresa Druckrey, Bonita Norberg, Liza Erickson and Angela Nelson. **b. General Information.** (1) Policies for Discussion. The following policies were discussed: 343.44 – Part-Time Open Enrollment, 343.45 – Technical College Course Program, and 343.46 – Early College Credit Program. **c. President’s Report.** (1) Staff Feedback and Process–Interim Superintendent. Listening sessions with staff and the results from the staff survey were reviewed. Staff feedback was sought to help determine the desired qualities for an interim superintendent and the feedback was used to draft the job description (10.n.). **d. Superintendent’s Report.** (1) Donations Update. Donations of \$1,350 received following the March 5 board meeting were recognized: Flutter Busters LLC, \$550; Aldi, \$500; Dave and Sue Rowe, \$300.
10. Board Action after Consideration and Discussion. **a. Consider Retirement of Custodian.** Motion by Rowe to accept the retirement of David Gunderson, custodian, effective June 30, 2018, as presented, seconded by Poquette. Poquette, yes; Drawbert, yes; Rowe, yes; Hilger, yes; Elvig, yes. Motion carried 5-0. **b. Consider Resignation of Assistant Track Coach.** Motion by Poquette to accept the resignation of Steve Lippert, assistant track coach, seconded by Hilger. Drawbert, yes; Rowe, yes; Hilger, yes; Poquette, yes; Elvig, yes. Motion carried 5-0. **c. Consider Employment Recommendation to Fill Limited-Term Kindergarten Teacher Position for 2018/19.** Motion by Rowe to employ Cassandra Flackey in the limited-term (2018/19 school year) kindergarten teacher position, as recommended, seconded by Hilger. Rowe, yes; Hilger, yes; Poquette, yes; Drawbert, yes; Elvig, yes. Motion carried 5-0. **d. Consider Employment Recommendation to Fill Grade 3 Teacher Position.** Motion by Rowe to employ Lindsey Gerber in the grade 3 teacher position, as recommended, seconded by Drawbert. Hilger, yes; Poquette, yes; Drawbert, yes; Rowe, yes; Elvig, yes. Motion carried 5-0. **e. Consider Reaffirmation of Decision for Continuation of Elementary Interim Principal for 2018/19.** Motion by Drawbert to reaffirm the decision that Tara Betlach will continue as interim principal for 2018/19, seconded by Rowe. Poquette, yes; Drawbert, yes; Rowe, yes; Hilger, yes; Elvig, yes. Motion carried 5-0. **f. Consider Recommendation for Continuation of Elementary Special Education Teacher Position.** Motion by Poquette to approve continuation of the elementary special education teacher position, and the employment of Kayla Arnold, as recommended, seconded by Hilger. Drawbert, yes; Rowe, yes; Hilger, yes; Poquette, yes; Elvig, yes. Motion carried 5-0. **g. Consider Recommendation for Alternative Education Teacher Position.** Motion by Rowe to approve an Alternative Education Teacher position beginning in 2018/19, as recommended, seconded by Poquette. Rowe, yes; Hilger, yes; Poquette, yes; Drawbert, yes; Elvig, yes. Motion carried 5-0. **h. Consider Recommendation for .50 Middle School Special Education Teacher Position.** Motion by Elvig to approve a part-time (.50) middle school special education teacher position beginning in 2018/19, as recommended, seconded by Drawbert. Hilger, yes; Poquette, yes; Drawbert, yes; Rowe, yes; Elvig, yes. Motion carried 5-0. **i. Consider Recommendation for Technology Education Teacher Position.** Motion by Elvig to approve the technology education teacher position beginning in 2018/19, as recommended, seconded by Poquette. Poquette, yes; Drawbert, yes; Rowe, yes; Hilger, yes; Elvig, yes. Motion carried 5-0. **j. Consider Recommendation for Intermediate School Teacher Position for Limited Term 2018/19.** Motion by Elvig to approve the limited term 4<sup>th</sup> grade teacher position for 2018/19, as recommended, seconded by Rowe. Drawbert, yes; Rowe, yes; Hilger, yes; Poquette, yes; Elvig, yes. Motion carried 5-0.

- k. Consider Recommendation for Full-Time Curriculum and Instruction Coordinator Position for Limited Term 2018/19. Motion by Elvig to approve the limited term curriculum and instruction coordinator position for 2018/19, as recommended, seconded by Hilger. Rowe, yes; Hilger, yes; Poquette, yes; Drawbert, yes; Elvig, yes. Motion carried 5-0. l. Consider Recommendation for Increased FTE for English Language Learners Teacher. Motion by Elvig to approve the increased FTE to full-time for Sarah Pedersen, English language learners teacher, as recommended, seconded by Hilger. Hilger, yes; Poquette, yes; Drawbert, yes; Rowe, yes; Elvig, yes. Motion carried 5-0. m. Consider Job Description for Curriculum and Instruction Coordinator. Motion by Elvig to adopt the Curriculum and Instruction Coordinator job description, as presented, seconded by Rowe. Poquette, yes; Drawbert, yes; Rowe, yes; Hilger, yes; Elvig, yes. Motion carried 5-0. n. Consider Job Description for Interim Superintendent. Motion by Drawbert to adopt the Interim Superintendent job description, as presented, seconded by Poquette. Drawbert, yes; Rowe, yes; Hilger, yes; Poquette, yes; Elvig, yes. Motion carried 5-0. o. Consider Early College Credit Program Intentions List for Semester 1 2018/19. Motion by Elvig to approve the Early College Credit Program intentions list for semester 1, 2018/19, as presented, seconded by Poquette. Rowe, yes; Hilger, yes; Poquette, yes; Drawbert, yes; Elvig, yes. Motion carried 5-0. p. Consider Technical College Course Program Intentions List for Semester 1 2018/19. Motion by Rowe to approve the Technical College Course intentions list for semester 1, 2018/19, as presented, seconded by Hilger. Hilger, yes; Poquette, yes; Drawbert, yes; Rowe, yes; Elvig, yes. Motion carried 5-0. q. Consider Adoption of Standards of Excellence. Motion by Elvig to adopt the Standards of Excellence, as presented, seconded by Poquette. Poquette, yes; Drawbert, yes; Rowe, yes; Hilger, yes; Elvig, yes. Motion carried 5-0. r. Consider Application for Cooperative Team Renewal 2018/19 – Boys’ Hockey. Motion by Drawbert to approve the application for team renewal – boys’ hockey, as presented, seconded by Rowe. Drawbert, yes; Rowe, yes; Hilger, yes; Poquette, yes; Elvig, yes. Motion carried 5-0.
11. Adjournment. Motion by Elvig to adjourn at 7:45 p.m., seconded by Poquette. Rowe, yes; Hilger, yes; Poquette, yes; Drawbert, yes; Elvig, yes. Motion carried 5-0.

The next Regular Meeting of the Altoona Board of Education is scheduled for Monday, April 9, 2018 at 6:30 p.m. in the District board room.

Joyce M. Orth CAP, Board Secretary

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District Clerk

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Date