

Hustisford School District

District Office

845 S. Lake St. · P.O. Box 326
Hustisford, WI 53034
(920) 349-8109

Jr./Sr. High School

845 S. Lake St. · P.O. Box 326
Hustisford, WI 53034
(920) 349-3261

John Hustis Elementary

600 S. Hustis. St · P.O. Box 386
Hustisford, WI 53034
(920) 349-3228

Heather Cramer

District Administrator

Clint Bushey

Principal

Margaret Bell

Principal

John Kiefer

Director Financial Services

Terri Kreitzman

Director of Special Education

Personnel and Policy Committee Minutes from Monday, February 4, 2019

The **Personnel and Policy Committee** of the Hustisford School District Board of Education met on Monday, February 4, 2019, at 5:00 p.m., in the conference room within the offices, at Hustisford High School, 845 South Lake Street, Hustisford, WI 53034.

Present: Tracy Malterer, board member (chair); David Stryck, board member; and Heather Cramer, Superintendent of Schools

New Business:

- Job Descriptions—The committee continues to work on updating all job descriptions for the District. The committee worked on the Executive Administrative Assistant description. Next month the committee will focus on the description for the athletic director and Director of Buildings and Grounds.
- Resignation MS Volleyball—The committee received a resignation letter from Connie Kurth for MS Girls' Volleyball. The resignation will be part of the consent agenda for the February board meeting.
- Comp. Model Information—The committee discussed National Board Certification for teachers. The committee reviewed information from Mrs. Cramer on the cost and process to gain National Board Certification. The committee discussed compensation related to the attainment of the certification.
- Staffing 2019-2020—Mrs. Cramer updated the committee on staffing for 19-20 in regards to enrollment and class load.
- School Perceptions Staff Survey—Mrs. Cramer provided information to the committee on a staff engagement survey done by school perceptions. She indicated the importance of the survey and the benefits to the District. The committee asked for her to bring further information on the types of questions asked. She will work with School Perceptions to get this information.
- Support Staff Compensation during weather related closings—Mrs. Cramer discussed the issue of weather related closings with the support staff. She is looking to allow for the use of leave for two of the inclement weather days. This is a one-time situation due to the number of weather days that have occurred.