

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, January 6, 2020

The **Personnel and Policy Committee** of the Hustisford School District Board of Education met on Monday, January 6, 2020, 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 worked on the job description for elementary principal. Mrs. Cramer will continue to clean up the job description and transfer information that is similar to the Jr./Sr. High Principal. Both job descriptions will be reviewed at the February committee meeting.
- FFA Extended Summer Contract—The committee discussed how to compensate for the summer duties of the FFA Advisor. It is recommended that we pay hourly and cap the hours that are able to be used. The FFA Advisor will document hours and turn them in for verification. The committee will revisit this at the February meeting and then send it to the board for approval.
- Open Enrollment Policy for 2020-2021—The committee recommends no changes for open enrollment for 2020-2021.
- Staffing –Mrs. Cramer updated the committee on staffing for next year.
- Citizen Advisory Committee—The committee discussed the role of the CAC moving forward. The next meeting is Monday, January 27, 2020 at 6 pm in the HS library.
- 2020-2021 Calendar—Mrs. Cramer presented the committee with a calendar that had been reviewed at the board level and the committee did not see any issues and wishes to move the calendar to the board for full approval.