

# Hustisford School District

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## **Personnel and Policy Committee Minutes from Monday, July 10, 2023**

**Personnel and Policy Committee** of the Hustisford School District Board of Education met on Monday, July 10, 2023 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

- Staffing Updates—There are currently three positions left to fill—one custodial, one special education assistant, one S/L pathologist. The deadline for the administrative assistant position has passed and interviews will take place within the next week. There are three approvals for the board on July 10.
- Summer School Update—There are currently 103 students enrolled for second session. This is up from last summer.
- Job Description Review—The committee reviewed the job description for the Community Education position. This update will be on for approval for the July meeting.
- Annual Board Goal Setting—The board will meet on July 10 for goal setting.
- Student Accident Coverage Update—Mrs. Cramer reported that other schools are not offering the coverage and it is not a mandate and therefore her recommendation is to not offer the coverage moving forward.
- Facility Planning—Capital Planning Document Review, HS Boiler Update—The committee will review the document further at the August 7 board meeting. Mrs. Cramer updated the committee on the boiler bid going out on July 13.
- Early Graduation Requests—Two request remain and the students should be in attendance at the July board meeting.
- Handbook Updates—There were limited updates to the Kids Club handbook and no updates to the athletic code handbook. Both will be on the July agenda for approval.
- Agreement with Kiel School District—Mrs. Cramer recommended moving forward with the online option. The only time there is a cost is if a student enrolls.
- WASB Business Honor Roll—The committee discussed community partners that would be appropriate to submit for this recognition.