

Hustisford School District

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Principal

Personnel and Policy Committee Minutes from Monday, August 1, 2022

The **Personnel and Policy Committee** of the Hustisford School District Board of Education met on Monday, August 1, 2022 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:

- **Staffing Update**—Mrs. Cramer updated the committee on current openings. She indicated that the food service assistant positions will likely be filled this week. She also indicated that guidance and math should be filled. Applications are still being accepted for custodial, special education assistant, and business education.
- **Future Facilities Planning**—The board will have a workshop on August 15 prior to the board meeting to discuss future facilities planning.
- **Bus Contract Renewal and Emergency Information**—The committee reviewed the bus emergency protocol adapted by Mr. Bushey and Mrs. Cramer for the district as well as the written contract with Schultz Bus. Mrs. Cramer will be meeting with Schultz Bus to discuss. Both items will be on the August 15 board agenda.
- **Jr/Sr High Student Handbook**—Mrs. Cramer shared the minor changes to the handbook by Mr. Bushey. The committee also discussed the hat policy and the potential of making a change to that policy. The handbook will be on the August 15 board agenda.
- **JHE Student Handbook**-- Mrs. Cramer provided an update on the JHE handbook. No significant changes were made. It will be on the August 15 board agenda.
- **Kids Club Handbook**—No changes were made to the Kids Club Handbook; it will be on the agenda for the August 15 board meeting.
- **Teacher Handbook**—Mrs. Cramer outlined a change in the employee handbook outlining cell phone usage. She indicated that this was a needed change so that all employees have the same expectations. The handbook will be on the August 15 board agenda.
- **Support Staff Handbook**-- Mrs. Cramer outlined a change in the support staff employee handbook outlining cell phone usage. She indicated that this was a needed change so that all employees have the same expectations. She also outlined a change to wording in regards to in-service days and work hours for support staff employees. The handbook will be on the August 15 board agenda.
- **DPI COVID Update 22-23**—Mrs. Cramer shared the DPI COVID updates with the committee. The board will discuss current and future protocols at the August 15 meeting.
- **Student Activities**--Mrs. Cramer indicated that the district is currently still looking for a JV Volleyball coach and for other positions to fill.

Approved August 15, 2022